



Questions and Answers for Philadelphia Energy Authority RFP: C-PACE Engineering

Q: What is the expected timeline for the survey review process?

A: Our current process is as follows:

- Within two (2) business days: acknowledgement of receipt and what, if any, additional information needs to be provided.
- Within 10 business days of receipt of all required information, report with comments.
- Within five (5) business days of receipt of revised report, final approval, or additional comments.

We would expect the process to take no longer than the process outlined above.

Q: How many revisions of the survey are expected as part of the review process?

A: Most commonly one revision is required after the Contractor provides comments.

Q: Can you provide more than two project summaries as part of the RFP response?

A: Assuming this question is regarding Capabilities and Experience: "Describe two (2) relevant projects which should ideally contain at least two of the following: similar project structure, similar scope work, or similar industry/government client," the answer is yes. You may provide additional projects though it isn't necessary.

Q: Are firms who work for clients in support of PACE submittals able to serve as the Qualified Energy Professional for other Philly C-PACE projects and recuse themselves from reviewing their own work?

A: Firms may serve as the Qualified Engineering Professional for certain projects and serve as PEA's reviewer. In the event that the Contractor's firm has submitted a survey, a different firm or individual at the firm will complete the review.

Q: Can a Certified Indoor Air Quality Professional (CIAQP) review IAQ surveys in place of an Industrial Hygienist?

A: The Association of Energy Engineers Certified Indoor Air Quality Professional is an acceptable qualification for reviewing IAQ surveys.

Q: Does selection as a PEA advisor exclude the firm from performing the assessments?

A: Firms may serve as the Qualified Engineering Professional for certain projects and serve as PEA's reviewer. In the event that the Contractor's firm has submitted a survey, a different firm or individual at the firm will complete the review.

Q: What is the expected volume of survey reviews per month for each survey type (energy and water, indoor air quality, resiliency), and is there flexibility in accommodating higher volumes if needed?

A: The highest volume of surveys will be for energy and water. Historically we have not had more than 2 per month but we expect the volume to grow over time. Because IAQ and resiliency are newly eligible measures, we expect the volume to be low, perhaps in the range of 1-5 in the first year of the contract.

Q: Are there any specific software platforms or tools preferred by the Philadelphia Energy Authority for managing and documenting the review process?

A: We do not have preferred software platforms or tools.

Q: What measures are in place to ensure consistent communication and coordination between the Contractor and the Philadelphia Energy Authority throughout the duration of the contract?

A: The Director of Commercial Programs is the point of contact of the Contractor. They are the liaison between all parties involved in a C-PACE application - the Contractor, the qualified engineering professional, the C-PACE capital provider, and the owner.

Q: Should manufacturers of IAQ technology that qualify as C-PACE projects apply for this?

A: This RFP is designed for engineers who will be evaluating proposed IAQ solutions. It is not intended for product-specific companies.

Q: Will the bid recipients be recommending technology for C-PACE projects?

A: No. The Contractor will be evaluating technologies that are included in project surveys

Q: What are the qualifications required for bid recipients?

A: The qualifications are included in the Request for Proposals.