

TO: All Bidders

FROM: City of Cambridge

DATE: October 1, 2024

RE: File No. 11814 – Request for Qualifications for Cambridge Networked Geothermal Pilot Plan - Addendum No. 1

This addendum is comprised of the following:

1. Questions and Answers

The following questions were asked and answered:

Question no. 1: What is the minimum MBE/WBE percentage for the consultant team makeup?

Response: 10%

Question no. 2: Do all subcontractors need to be identified at the time of RFQ submission, or is this acceptable as a product of the later cost proposal?

Response: All subcontractors need to be identified at the time of the RFQ submission.

Question no. 3: What is the preferred contract type for the City? (e.g. T&M, LS, etc.)

Response: See Page 3 Selection Process

Question no. 4: Does the City have a range of peak tonnage which they wish to connect?

Response: As a pilot planning study, this work will include identifying prospective pilot sites of approximately 2-5 blocks with a mix of thermal loads and encompassing multiple buildings with different ownership (Task 1). We would expect that later tasks will identify the system sizing (tonnage) needed to serve the heating and cooling loads of these buildings.

Question no. 5: Does the BEUDO contain thermal demand profiles? If so, what is the timestep?

Response: BEUDO data contains annual energy consumption (electrical, gas, steam, etc.) and information about how the building is used. In limited cases, monthly data may be available. BEUDO reporting is required of nonresidential buildings over 25,000 square feet and residential buildings of 50 units or more.



Question no. 6: Does the City envision sponsoring the stakeholder engagement activity by allowing the consultant to be their representative in the project?

Response: For the stakeholder engagement activities identified in Tasks 2 and 3, the consultant is expected to lead the planning and implementation of outreach and engagement. City staff will review and provide guidance on outreach strategy, and City staff can also make introductions, find meeting spaces, and join meetings as appropriate. The consultant will lead the development and presentation of technical content and outreach materials.

Question no. 7: Will the City assist in providing building owner contact information?

Response: City staff will provide introductions and/or contact information for building owners where it has such information and as appropriate (e.g., if a building is identified as an anchor customer in a candidate site).

Question no. 8: Does the City require a Class 5 or Class 4 cost estimate?

Response: The City asks that the consultant seek to complete a Class 4 cost estimate, based on the availability of data from conversations with building owners and other stakeholders.

Question no. 9: Does the City wish to include development documents in the deliverables? If so, to what percentage of completion for estimating purposes?

Response: As a pilot planning study, this project is designed to produce a conceptual design of a networked geothermal system at the selected site, including a high-level capacity model. A 20% design would be an appropriate target for this work (Task 6).

Question no. 10: Can this project be led by an OPM or Construction Manager and have Qualified Designer as a sub-contractor?

Response: The city intends to procure a qualified Engineer through this RFQ process.

Question no. 11: Will the consultant need to arrange community engagement meetings / sessions / workshops? Or will the City make these arrangements, with the consultant leading these sessions, once arranged?

Response: The consultant should lead the community engagement meetings, including meeting planning and logistics (whether virtual and/or in-person). The consultant should expect to propose a meeting calendar based on what works best for the project schedule. The City can provide support by reviewing the consultant's proposed meeting plan; providing introductions to stakeholders where possible; booking available meeting rooms in City facilities if needed; having City staff kick off project meetings; and sharing information through City social media and other channels.

All other details remain the same.

Elizabeth Unger
Purchasing Agent

Addendum No. 1

