

MEMORANDUM

FROM: Andrew Kays, Executive Director

TO: Interested Parties

DATE: December 1, 2021

RE: Addendum #4 for the Request for Proposals for Operations, Monitoring and Maintenance of the Photovoltaic Facility at the Ballenger-McKinney Wastewater Treatment Plant, located in Frederick, MD 21704

The Northeast Maryland Waste Disposal Authority (the "Authority") is issuing a Request for Proposals for a contractor to provide staff, services and materials related to the Operations, Monitoring and Maintenance of the Photovoltaic Facility at the Ballenger-McKinney Wastewater Treatment Plant, located near 4520 Metropolitan Court, Frederick, MD 21704. All contacts relative to this solicitation, including requests for information as well as questions concerning these instructions, were to be directed to the Authority by email (procurement@nmwda.org) or fax (410.333.2721), with the Subject heading "Operations, Monitoring and Maintenance of the Photovoltaic Facility at the Ballenger-McKinney Wastewater Treatment Plant," on or before 4:00 PM local time on November 24, 2021.

A site visit was held on November 17, 2021 at 10:00 AM local time at the facility. A copy of the sign-in sheet is attached. An additional meeting was held on November 23, 2021, at 1:00 PM local time. A copy of the sign-in sheet is also attached.

Proposals are now due no later than 12:00 PM local Time on Friday, December 3, 2021.

November 17, 2021, 10:00 AM Meeting:

A discussion/review of the RFP was presented by Mr. Andrew Kays. The participants were reminded that all contacts regarding the procurement should be sent in writing to procurement@nmwda.org or faxed to 410.333.2721 and that all questions regarding the procurement should be sent in writing to procurement@nmwda.org or faxed to 410.333.2721 (§II).

410.333.2730 / 410.333.2721 fax / authority@nmwda.org
nmwda.org / Business-to-Business Recycling: mdrecycles.org
Tower II – Suite 402, 100 S. Charles Street, Baltimore, MD 21201-2705

Comprehensive Waste Management Through Recycling, Reuse, Resource Recovery and Landfill

MEMBERS:

Rhody R. Holthaus, Anne Arundel County / Vacant, Baltimore City / D'Andrea L. Walker, Baltimore County / Jeffrey D. Castonguay, Carroll County
Phillip S. Harris, Frederick County / Joseph J. Siemek, Harford County / Mark A. DeLuca, Howard County / Guillermo Wainer, Montgomery County
Charles Glass, Maryland Environmental Service / Andrew Kays, Executive Director



This procurement is subject to COMAR 14.13.01.01 et. Seq. (§V). Portions of the proposals are subject to disclosure under the Maryland Public Information Act, Title 4-of the General Provisions (“GP”) Article of the Maryland Code (§VI). The general terms and conditions listed in the RFP will become the basis of the O&M contract.

The general scope is presented in §VIII of the RFP. Of particular note, the Offeror is to provide a draft site-specific Health and Safety plan with their proposal. The Specific bid items are listed in this section of the RFP as well. The Proposal should reflect the timeline for the Offeror’s plan to provide the Work. As also noted in §VIII, All contacts relative to this solicitation, including requests for information as well as questions concerning these instructions, shall be directed to the Authority by email (procurement@nmwda.org) or fax (410.333.2721), with the Subject heading “Operations, Monitoring and Maintenance of the Photovoltaic Facility at the Ballenger-McKinney Wastewater Treatment Plant,” on or before 4:00 PM on November 24, 2021.

The basis of award (§XII) and Insurance requirements (§XIII) were noted, and a clarification that the facility as-builts are not on the website, but that the permit/construction level drawings/specifications are available on the website (§XVII). Attachment I—Proposal Form—was highlighted, as a useful checklist for preparing the proposal.

The 11.17.2021 meeting ended at approximately 10:50 AM local time.

November 23, 2021 meeting started at approximately 1:10 PM local time.

A discussion/review of the RFP was presented by Mr. Andrew Kays. The participants were reminded that all contacts regarding the procurement should be sent in writing to procurement@nmwda.org or faxed to 410.333.2721 and that all questions regarding the procurement should be sent in writing to procurement@nmwda.org or faxed to 410.333.2721 (§II).

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The 11.23.2021 meeting ended at approximately 1:40 PM local time.

Following are questions and related responses as received to date:

- 1) The Scope calls out “The Contractor shall provide 24-hour, 365 day a year performance monitoring, reporting and downtime response as part of the Work”. Does the PV system have existing DAS vendor and could the service agreement with the DAS vendor be extended or does NMWDA requesting the change of DAS vendor and cloud service provider?

A: The EPC had a subscription contract for the management of data collected from the DAS through Unity (an inAccess product), however the selected vendor should plan on starting a clean contract with its recommended vendor for the data management services. Production, etc., will be tracked from the start of the O&M contract.

- 2) Is the PV system and Tesla controller integrated into the RTAC? [Real-Time Automation Controller (RTAC)]

A: The PV system is not integrated to the RTAC. The Tesla controller is tied into the RTAC for islanding control. See drawings Z-02-010 and Z-02-020 of the posted file Frederick—WWTP-Issued-for-Construction-6-3-20-signed-MD.pdf).

- 3) Is Bid item 1 (5) existing system which the contractor can utilize?

A: Please see the answer to question No. 1 above.

- 4) Bid Item 5, please clarify the scope of battery replacement. Is the scope limited to replacing/adding the bank to maintain the capacity or replace existing batteries?

A: As described in the RFP, replacement “Includes procurement, installation, and start-up/testing to provide a complete change-out/replacement of batteries. New batteries shall be same model as replaced batteries, or otherwise match requirements for energy storage and be compatible with existing system. Battery Changeout will be paid at a lump sum per battery, per changeout event.”

- 5) Please provide pre-approved list of sub-contractors.

A: There is no list of pre-approved sub-contractors. The proposal may contain sub-contractors, and if accepted those listed firms become the pre-approved sub-contractors under the contract.

- 6) During the pre-bid walk, we observed that the vegetation beneath the solar cells, around the concrete lentils used for control panel mounting and at the base of the security fencing appeared to be dead as if herbicide/vegetation control spray was used. Can the same be used as part of the O&M services?

A: The use of herbicides to manage the array field will be considered acceptable as long as the work is performed by licensed applicators. Copies of the Maryland license for the use of the herbicides must be provided before the use of the chemicals.

- 7) Page 11 of the RFP document, third bullet point from the top, states that “contractor shall submit evidence of the ability to obtain a performance bond in the amount of \$25,000 from a qualified financial institution.”

On Page 17, the fifth bullet point states that “contractor shall submit evidence of the ability to obtain a performance bond in the amount of \$100,000 from a qualified financial institution.”

Would you be able to confirm the correct amount for the performance bond?

A: The correct amount of the bond is \$25,000 per year.

- 8) Provide battery Model # and Specification

A: Please see the posted file 190248-NEMWDA-TESLA-ESS-ELE-IFI-SET-11-08-2019 for the technical layout of the BESS. Please see the attached specifications of the battery and controller. The Inverter is a Tesla PowerPack 1134768-6Y.

- 9) Confirm Transformer and Eaton 480V Circuit Breakers are not part of scope.

A: The transformer for the PV array (see at Frederick-Solar_MVDwgs_Permit_03-28-2019) and for the BESS (see at 190248-NEMWDA-TESLA-ESS-ELE-IFI-SET-11-08-2019) are part of the scope of work. The single Eaton 480V circuit breaker for the BESS inside the Intermediate Pumping Station is also part of the scope of work.

- 10) Who is the current monitoring provider for the PV and BESS facilities?

A: Please see the response to Question 1 above.

- 11) Provide Equipment Specifications for replacement part pricing.

A: Please see the posted civil and electrical plans (Frederick-MD-Civil-Construction-Set-2019.08.28, Frederick-MD-LV-Electrical-Permit-Set-2019.07.19, and Frederick-Solar_MVDwgs_Permit_03-28-2019) for the technical information for use in planning parts pricing).

- 12) Confirm contract is for 1 year


A: Please see at RFP XVI. The initial term is five years. “The initial term of the contract begins upon acceptance of the Proposal by the Authority and ends 60 months from the date of the Notice to Proceed. There are two (2), 24-month renewals at the same terms and conditions that may be exercised at the sole discretion of the Authority. Notice of extension will be in writing no later than 60 days prior to the end of the current term.”

Attachments

Attendance Sheet

Request for Proposals (RFP) : Operations, Monitoring and Maintenance
of the Photovoltaic Facility at the Ballenger-McKinney Wastewater Treatment Plant

November 17, 2021 at 10:00 a.m.

ATTENDEE NAME	COMPANY NAME	TELEPHONE	E-MAIL
Andrew Kays	Northeast Maryland Waste Disposal Authority	410.333.2730	akays@nmwda.org 
Dale Boehme	DWSA	301 600 3413	Dboehme@PresidentsCt.md.gov
Matt Lister	DWSA	301-600-3417	mlister@ ")
Caitlin McClanathan	DWSA	301-600-3417	Cmcclanathan@FrederickCounty.md.gov
Doug Hamilton	ARM GROUP LLC	443 255 1633	dhamilton@armgroup.net
 	 	 	
 	 	 	
 	 	 	
 	 	 	
 	 	 	

Attendance Sheet

Request for Proposals (RFP) : Operations, Monitoring and Maintenance
of the Photovoltaic Facility at the Ballenger-McKinney Wastewater Treatment Plant

November 23, 2021 at 1:00 p.m.

ATTENDEE NAME	COMPANY NAME	TELEPHONE	E-MAIL
Andrew Kays	Northeast Maryland Waste Disposal Authority	410.333.2730	akays@nmwda.org
Caitlin McConathan	BMW WTP	_____	_____
Shawn Ferguson	Gordian	_____	_____
 	 	 	
 	 	 	
 	 	 	
 	 	 	
 	 	 	
 	 	 	
 	 	 	
 	 	 	
 	 	 	
 	 	 	

