



Alaska Department of Military and Veterans Affairs

REQUEST FOR PROPOSALS PACKAGE

PART



(Procurement per Article 3 of AS 36.30)

TABLE OF CONTENTS

- Form 25A270, Part A - Request for Proposals (RFP)
- " " Part B - Submittal Checklist
- " " Part C - Evaluation Criteria
- " " Part D - Proposal Form
- Certification of Eligibility (Ethics Act)
- Form 25A257, Pre-Audit Statement
- Form 25A269, Indemnification & Insurance

Proposed Statement of Services

Other: Department of Military and Veterans Affairs
Statewide Direct Digital Controls (DDC) Design and
Phase 2: Camp Carroll & Phase 3 Bryant Army Airfield
Implementation.

ISSUING OFFICE

Agency Contact & Phone No.....: Greg Walker - Design and Construction Superintendent - 907-428-7693
Contracting Division: State of Alaska, Department of Military and Veterans Affairs

PROJECT

RFP NUMBER: STWIDE24019
Project Numbers-State/Federal.....: 02A7819060 Camp Carroll & 02A7019057 Bryant Army Airfield
Project Site (City, Village, etc.).....: Alaska - Statewide
Project Title & Contract Description: DMVA - Statewide Direct Digital Controls (DDC) Design & Implementation

The department intends to enter into a negotiated agreement for an Automated Logic Statewide Direct Digital Controls (DDC) system. The contractor will provide design services which will include a complete statewide design for implementation of DDC systems in multiple phases. The successful contractor in addition to designing the statewide DDC system for the Department will install and implement Phase II: Camp Carroll and Phase II: Bryant Army Airfield.

SCHEDULE & PAYMENT

Anticipated period for performance-Begin/End:

Estimated amount of proposed contract:

- | | | |
|---|---|--|
| <input type="checkbox"/> Less than \$200,000 | <input type="checkbox"/> \$200,000 to \$250,000 | <input checked="" type="checkbox"/> \$1,000,000 or greater |
| <input type="checkbox"/> \$250,000 to \$500,000 | <input type="checkbox"/> \$500,000 to \$1,000,000 | |
- Proposed Method(s) of Payment:
- | | | |
|--|--|--|
| <input checked="" type="checkbox"/> Fixed Price Plus Expenses (FPPE) | <input checked="" type="checkbox"/> Firm Fixed Price (FFP) | <input checked="" type="checkbox"/> Cost Plus Fixed Fee (CPFF) |
| | <input type="checkbox"/> Other: | |

SUBMITTAL DEADLINE AND LOCATION

*OFFERORS ARE RESPONSIBLE TO ASSURE DELIVERY PRIOR TO DEADLINE (2 AAC 12.250).
ONLY PROPOSALS RECEIVED PRIOR TO THE FOLLOWING DATE AND TIME WILL BE OPENED.*

DATE: **September 19th 2024** PREVAILING TIME: **4:00 PM**

HAND DELIVER ONLY DIRECTLY TO FOLLOWING LOCATION (and person, if named):

Attn: Scott Stewart
Project Manager
Department of Military and Veterans Affairs
57024 Roosevelt Road,
JBER, AK 99505

Email: mvafmocontracts@alaska.gov
*Received files will not be opened until after the submittal
deadline passes

SELECTION PROCEDURE

1. Competitive Sealed Proposals will be evaluated by a committee (2 AAC 12, Article 4). Evaluation of responses to criteria set forth in Part C results in a numerical score for each proposal. Each criterion in Part C has an assigned weight for this RFP which demonstrates its relative importance. The total of all weights is 100 (100%). Each one-percent weight equates to a range of 0-5 points per Evaluator. The maximum points (score) obtainable for any proposal is equal to the product of 500 multiplied by the number of Evaluators.
2. Scoring of proposals will be accomplished as follows:
 - 2.1 Each Evaluator will individually read and rate each Offeror's response to each criterion described in Part C - Section I - Technical Proposal. Ratings will be based solely on contents of proposal and in compliance with the Contracting Agency's standard Instructions for Evaluation Committee. Except as may be stated within any criterion description in Part C, a rating of "5" = Best Response from all Offerors; "4" to "1" = Progressively Less Responsive; "0" = Non-Responsive. Ratings are multiplied by the assigned weights for each criterion to obtain criteria scores.
 - 2.2 After completion of individual ratings in Part C, Section 1, Technical Proposal, the Evaluation Committee will meet to discuss proposals. Evaluators may then alter their ratings; however, any changes shall be based solely on the criteria set forth in Part C.
 - 2.3 After scoring Part C - Section I - Technical Proposal, criteria scores for Part C - Section II - Preferences, and Section III - Price (if applicable), will be calculated based on criteria descriptions.
 - 2.4 The total score for each Offeror will be obtained by summing the scores determined for each criterion in Sections I, II and III of Part C. The order of ranking for negotiations shall be as follows: highest scored Offeror will be ranked first, next highest scored second, and etcetera.
3. Evaluators may discuss factual knowledge of, and may investigate Offerors' and proposed Subcontractors' prior work experience and performance, including projects referenced in proposal, available written evaluations, etcetera, and may contact listed references or other persons knowledgeable of a Contractor's and/or a Subcontractor's past performance. Factors such as overall experience relative to the proposed contract, quality of work, control of cost, and ability to meet schedules may be addressed. If any issues of significant concern to the proposed contract are discovered, the Committee may:
 - 3.1 Provide written recommendations for consideration during contract negotiations;
 - 3.2 Conduct discussions in accordance with paragraph 4, below.
4. The Committee may decide to conduct discussions (or "interviews") with responsible Offerors whose proposals are determined to be reasonably susceptible of being selected for award for the purpose of clarification to assure full understanding of, and responsiveness to, the solicitation requirements (AS 36.30.240 & 2 AAC 12.290). Offerors selected by the Committee for discussions may be permitted to submit Best and Final Offers (BAFO) for final Committee Evaluation. After discussions and any BAFOs, Evaluators will determine the final scoring and ranking for contract negotiations by evaluating written and oral responses using only the criteria set forth in Part C of this RFP (2 AAC 12.260(b)).
5. All Offerors will be advised of the Offeror selected for negotiation and, after completion of negotiations, a Notice of Intent to Award will be provided to all Offerors. If contract negotiations are unsuccessful with Offeror(s) selected for negotiation, the Contracting Agency may either cancel the solicitation or negotiate with other Offerors in the order of ranking.

NOTICES

PART

A

1. The Contracting Agency is an equal opportunity employer.
2. Copies of contract documents are available for review at the Contracting Agency's office. Offerors located outside the general vicinity of the Contracting Agency's office may telephone the Agency Contact identified on page one of this Part A for a discussion of such items.

General Conditions of the Professional Services Agreement are contained in the Small Procurement Standard Provisions Booklet, which is located on the Department's website under "Procurement."

The General Conditions are the **same** for both Competitive Sealed Proposals and Small Procurements.

3. Offerors are specifically advised that a contract shall not be in effect until a written agreement is executed by an authorized agent of the Contracting Agency. The Contracting Agency shall not be liable for any cost incurred by an Offeror in response to this solicitation, including any work done, even in good faith, prior to execution of a contract and issuance of a Notice to Proceed.

4. The Contracting Agency expressly reserves the right to waive minor informalities, negotiate changes or reject any and all proposals and to not award the proposed contract, if in its best interest. "Minor Informalities" means matters of form rather than substance which are evident from the submittal, or are insignificant matters that have a negligible effect on price, quantity, quality, delivery, or contractual conditions and can be waived or corrected without prejudice to other Offerors (2 AAC 12.990).

5. All proposals shall be open for public inspection (AS 36.30.230) after a Notice of Intent to Award is issued. Offerors should not include proprietary information in proposals if such information should not be disclosed to the public. Any language within a submittal purporting to render all or portions of a proposal confidential will be disregarded. Proprietary information which may be provided after selection for contract negotiations will be confidential if expressly agreed to by the Contracting Agency (AS 36.30.230).

6. Substitution for any personnel named in a proposal may result in termination of negotiations.

7. If it is discovered that a selected Offeror is in arrears on taxes due the State of Alaska, a contract may not be awarded until the Alaska Department of Revenue approves the payment provisions for the contract.

8. **Offerors and proposed subcontractors shall be in compliance with the statutory requirements for Alaska business licensing and professional registrations included in the certification statement on Page 2 of Part D in this RFP package.**

9. **PRICE COMPETITION:** Price cannot be an Evaluation Criterion in accordance with Article 3 of AS 36.30 for services that must be performed only by Architects, Engineers, Land Surveyors, or Landscape Architects (A/E, LS or LA) licensed in the State of Alaska, UNLESS the provisions of AS 36.30.270(d) apply; i.e., unless the services required are repetitious in nature, and the nature and amount of services required are thoroughly defined by measurable and objective standards to reasonably enable firms or persons making proposals to compete with a clear understanding and interpretation of the services required. If price is a factor, a majority of the evaluation committee must be registered in Alaska to perform architectural, engineering, or land surveying services.

- 9.1 If the services performed do not require an A/E, LS or LA, then all Offerors including any A/E, LS or LA must provide Price Proposals in accordance with AS 36.30.270(b) and 2 AAC 12.260(c).

- 9.2 Price (or any estimate of labor hours) cannot be an Evaluation Criterion for contracts that will receive Federal-aid highway program funding per 23 CFR 172.7 and FAA Airport Improvement Program funding per AC 150/5100-14E, 2.1. For FAA exceptions: see AC 150/5100/14E, 2.4.

10. An audit of the selected Offerors' and proposed Subcontractors' cost accounting systems and business records may be required to ascertain if systems are adequate for segregating contract costs; to establish a maximum allowable Indirect Cost Rate for the Agency's negotiator; and to investigate the accuracy of proposed labor rates and unit prices. In order not to unduly delay contract negotiation or award, be prepared to submit Pre-Audit Statement, DOT&PF Form 25A257 immediately for your firm and any subcontract that may exceed \$250,000.

For contract amounts less than \$250,000, the Contracting Agency may require the Offeror and proposed Subcontractor to submit the Pre-Audit Statement if deemed necessary to determine allowable costs under Title 23 CFR requirements. If selected for negotiation, failure to submit properly completed Pre-Audit Statement(s) in a timely manner may disqualify an Offeror from further consideration. Information from Pre-Audit Statements and any Audit conducted for the Contracting Agency is considered proprietary and will be confidential.

11. Standard insurance provisions for Worker's Compensation, General and Automobile Liability, and Professional Liability are contained in DOT&PF Form 25A269, Indemnification and Insurance. Coverages may be modified under very limited circumstances. Offeror should not assume any modification of coverages.

12. Professional Liability Insurance for the proposed contract: is not required

is required as shown on DOT&PF Form 25A269.

13. The proposed contract will will not be a Federally Assisted Program of the U.S. Department of Transportation. If it will be an assisted program, then the Offeror shall insert the following notification in all subcontract solicitations for bids or proposals pertinent to this RFP:

"In accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 USC 2000d to 2000d-4 and Title 49, CFR, U.S. Department of Transportation (U.S. DOT), Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the U.S. DOT issued pursuant to such Act, in any Subcontract entered into pursuant to this RFP, Disadvantaged Business Enterprise firms will be afforded full opportunity to submit bids or proposals and will not be discriminated against on the grounds of race, color, sex, or national origin, in consideration for an award.

14. Pre-proposal Conference: None As follows:

15. Special Notices:

15.1 Per Alaska Statute (AS) 36.30.210(e): An Alaska Business License is required of Contractors who do business in Alaska at time of award. The business license must be in the name of the company under which the proposal is submitted.

15.2 The department will accept an electronic (email) submission of proposal for this solicitation. Proposals should be submitted to mvafocontracts@alaska.gov prior to the date and time shown on page 1. Offerors are responsible to assure timely delivery, and receipt of their proposal. Offerors are cautioned that due to mailbox restrictions, Zendto or other large document delivery method may need to be used. The Contracting Agency will either print out proposals in color for distribution, or email a PDF to the Evaluation Committee.

15.3 Compensation under this Agreement may include various methods of cost reimbursement payment as indicated on page 1 of rfp-a and as negotiated with the department. The compensation terms of the Agreement (Appendix C-1) will itemize current audited indirect cost rates (IDCRs) for the firms named in the agreement.

By submitting a response to the RFP, Offerors acknowledge the audit requirements and commit to furnishing all required audit information to DMVA audit staff in an expedited manner as required by the Department for their entire team, including any identified subcontractors. Failure of an Offeror to satisfy this requirement for their team may result in unsuccessful contract negotiations. And, in the event contract negotiations are unsuccessful with the top ranked Offeror, the Contracting Agency may negotiate with the next ranked Offeror or cancel the solicitation.

Termination by Default

By signature on their proposal/bid, the offeror/bidder certifies that they will not support or participate in a boycott of the State of Israel. Failure to comply with this requirement may cause the state to reject the proposal as non-responsive or cancel the contract.

SUBMITTAL CHECKLIST

Offeror may use left margin to check off items when completed.

An Alaska Business License is required of Contractors who do business in Alaska at time of award (AS 36.30.210(e)).

- [] 1. Offerors must carefully review this RFP Package for defects and questionable material and become familiar with submittal requirements. Submit written comments to the address shown under "Submittal Deadline and Location" on page 1 of Part A - RFP. Substantive issues will be addressed in a written addendum to all RFP recipients on record. Failure to comply with directions may result in lower score and may eliminate a submittal from consideration. Protests based on alleged improprieties or ambiguities in a solicitation may be disallowed at the discretion of the Contracting Agency if the protest is not received in writing at least ten Agency work days prior to the Submittal Deadline (AS 36.30.565).
- [] 2. Review Part A - RFP and the proposed Statement of Services and any other attached or referenced materials. If no Statement of Services is attached, telephone the Agency contact person identified on page 1 of Part A.
- [] 3. Review Part C - Evaluation Criteria. Read each criterion in light of the proposed Statement of Services. Note any project specific criteria which may have been added or any changes to standard criteria descriptions which may have been made. Be aware of the assigned weight for each criterion. If a weight is not entered for any criterion on Part C, notify the Agency contact person. Plan your proposal to address the applicable criteria. Criteria Responses shall not exceed the number of pages stated below. **Note:** If weight is applied to Criterion #11, Alaska Bidder (Offeror) Preference, that box must be checked on page 1 of Part D, rfp-d.
- [] 4. Prepare a distinct Response for each criterion that has a weight more than zero. Failure to respond directly to any criteria weighted more than zero will result in an evaluation score of zero for that criteria. Any Responses to criteria weighted zero will be disregarded. Acceptable Responses must be specific and directly related to the Contracting Agency's proposed Statement of Services. Marketing brochures, federal SF330s, marketing resumes, and other non-project specific materials will be discarded without evaluation and should not be submitted.
- [] 5. **Each criterion Response must be titled, numbered and assembled in the order in which the criteria are listed in Part C**, so the criterion to which information applies shall be plainly evident. Material not so identified or assembled may be discarded without evaluation.
- [] 6. Price is is not an evaluation criterion for the proposed contract.
If Price is a Criterion, prepare **Billing Rates and/or Price Proposals** as described in Criteria #12 and/or #13.
- [] 7. Complete all entries on Part D - Proposal Form. Note the statutory requirements for Alaska business licenses and professional registrations, and be sure to sign and date the Certification. Copies of licenses and registrations may be provided with submittal, and will not count in the requirements of #8 below.
- [] 8. Attach Criteria Responses (**except any Billing Rates or Price Proposals**) to Part D - Proposal Form. The maximum number of attached pages (**each printed side equals one page**) for Criteria Responses shall not exceed: **Twenty-Five (25)**. Attached page limit does not include the four-page Part D - Proposal Form, or any Billing Rates or Price Proposals.

Criteria Responses shall be presented in **8-1/2" X 11" format**, except for a minimal number of larger sheets (e.g., 11" x 17") that may be used (e.g., for schedules) if they are folded to 8-1/2" X 11" size. Large sheets will count as multiple pages at 93.5 square inches or fraction thereof per page, unless otherwise noted.

CAUTION: Criteria Responses which do not comply with the required page limit or presentation size, may result in disqualification. Further, small print or typeface that is difficult to read may negatively influence evaluation of your submittal and affect scoring for "Quality of Proposal."

CHECKLIST IS CONTINUED NEXT PAGE

- [] 9.
- [] 10. Parts A, B and C of Form 25A270 and the proposed Statement of Services shall not be returned to the Contracting Agency. **Submittals shall consist of the following applicable items assembled as follows and in the order listed:**
- [] 10.1 Completed Part D - Proposal Form (generally at least one copy with original signature) and Responses to all evaluation criteria -- **except Billing Rates, Price Proposals** – attached. Each copy shall be fastened with one staple in the upper left corner. No other form of binding shall be used and no cover and no transmittal letter will be included. **CAUTION:** Failure to comply with this instruction will negatively influence evaluation of Submittal.
- [] 10.2 Number of copies of Part D (**all pages**) and Criteria Responses (**except Billing Rates, and Price Proposals**) required is: **Six (6)**
- [] 10.3 If **Billing Rates and/or Price Proposals** are required, **one copy** bound with one staple in the upper left corner separately enclosed in a sealed envelope marked on the outside to identify it as a **Billing Rates or Price Proposal** and the names of the Project and Offeror. Each **Billing Rates or Price Proposal** must be signed and dated by the person who prepares it (may be different signatures for each Subcontractor).
- [] 10.4 If Item 9, above, is completed for this RFP Package, any submittal items described therein. Unless otherwise stated, one copy only, bound appropriately.
- [] 10.5 Pre-Audit Statement, DOT&PF Form 25A257, shall **not** be provided with Submittal. (See Notice #10 on page 3 of Part A - RFP.)
- [] 10.6 **CAUTION:** If you replicate (other than by photocopy) Part D or any form in lieu of completing the forms provided by the Contracting Agency, provide a signed certification that lists such forms and attests that they are exact replicas of that issued by the Contracting Agency. Changed forms may result in rejection at the Contracting Agency's discretion. Any alteration – other than completion of the required entries – may be cause for rejection without recourse.
- [] 11. Deliver **submittals in one sealed package** to the location and before the submittal deadline cited in Part A - RFP. **Mark the outside of the package** to identify the Project and the Offeror. Proposals must be received prior to the specified date and time. Late proposals will not be opened (2 AAC 12.250).

EVALUATION CRITERIA

Criteria with a weight of zero are not applicable and should be disregarded. If a weight is not indicated for any criterion, telephone the Agency Contact person identified at the top of page 1 of Part A - RFP.

SECTION I - TECHNICAL PROPOSAL

1. Objectives and Services

1. Weight: 20

Response must **demonstrate your comprehension of the objectives and services** for the proposed contract. Do not merely duplicate the Statement of Services provided with this RFP. Also, consider if Statement of Services is sufficiently explicit; are expressed or implied schedules attainable/economically feasible; etcetera? Explain. **Define any assumptions made** in formulating Criteria Response. If design services for a construction project are included, express any opinions regarding alternative design considerations that could impact construction costs.

2. Methods

2. Weight: 10

Response must outline the methods for accomplishing the proposed contract or, if methodology is contained in the proposed Statement of Services, address its adequacy. Describe what, when, where, how, and in what sequence the work will be done. Address how proximity to the Project site, *particular* geographic familiarity, experience, and capabilities of your firms (Offeror and Proposed Subcontractors) and Project Staff might *specifically* contribute to the proposed methods.¹ Identify the amount and type of work to be performed by any Subcontractors. Consider how each task may be carried out; what services or interaction required from/with the Contracting Agency; etcetera. Suggest alternatives, if appropriate. Identify any **distinct and substantive qualifications** for undertaking the proposed contract such as the availability of specialized equipment or unique approaches or concepts **relevant to the required services** which the firms may use.

3. Management

3. Weight: 5

Response must describe the administrative and operational structures that will be used for performing the proposed contract. For example consider: who will have overall responsibility for the contract? Who will have direct responsibility for specific disciplines? What will the lines of authority be? For any individual who would be in "responsible-charge" (reference AS 08.48) as an Architect, Engineer, Land Surveyor or Landscape Architect, so state and list his/her Alaska professional registration number. A graphic depiction is preferred in your response to this criterion. Additionally, the Contracting Agency may want to inspect work products in progress and have a close ongoing working relationship with your Project Staff. Accordingly, your response should also identify where the various contract services will be performed, *in proximity to the Contracting Agency's office* ², and how communications will be maintained between your Project Staff, the Contracting Agency, and (as applicable) any other government agencies or the public.

4. Proposed Project Staff

4. Weight: 5

Response must name the individuals to perform the following **FUNCTIONS** plus any other professional/technical functions you deem essential to perform the services:

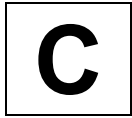
1. Contract Management (contract compliance)
2. Project Management (single point-of-contact directly engaged in contract performance)
3. Design Management
- 4.
- 5.

*All personnel acting in responsible charge for all Architectural, Engineering, Land Surveying, and Landscape Architecture functions require an Alaska Registration and must be identified in your proposal.

Continued Next Page

¹ Delete sentence beginning with "Address how proximity. ..." if any federal funds unless performed by licensed Architects, Engineers or Land Surveyors.

² Delete sentence beginning with "Accordingly, your response..." if any federal funds unless performed by licensed Architects, Engineers or Land Surveyors.



Describe the work to be performed by the individuals you name to perform essential functions and detail their specific qualifications and substantive **experience directly related to the proposed contract**. A response prepared specifically for this proposal is required. Marketing resumes often include non-relevant information which may detract from the evaluation of proposal. Lists of projects are not useful. Focus on individual's specific duties and responsibilities and how project experience is relevant to the proposed contract.

For each person named, identify their: employer, professional discipline or job classification and state of residency. List at least 3 professional references (contact persons and telephone numbers) for each person.

5. Workload and Resources

5. Weight: 5

Response must: (1) discuss both current and potential time commitments of your proposed Project Staff to all clients; (2) discuss the projected workload of each firm (Offeror and Proposed Subcontractors) for all clients; and (3) demonstrate adequate support personnel, facilities and other resources to provide the services required. Provide a list of current contracts with the Contracting Agency in which your proposed Project Staff are participating. Include all contracts statewide with regions, divisions, etc., of the Contracting Agency.

Briefly address capabilities for providing additional services and/or services under an accelerated schedule. Address capacity to reassign personnel, equipment and facilities whenever the proposed contract would not require such capabilities or was delayed.

6. Past Performance & Quality Control

6. Weight: 20

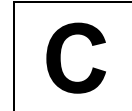
Response must describe previous projects the project team has worked on that are related in size and scope to this project. Describe the dollar amount of the projects and a brief narrative of the successes of the projects. Address how the experience will help your team to perform under this contract. Provide references (contact name and phone number) for each project. Indicate which of the proposed firms and project staff was involved in each project. The State reserves the right to investigate referenced projects, contact references and research other projects that the respondent has worked on.

Include in your response a description of your firm's quality control process and how this process has affected the quality of your deliverables. Use specific examples.

7. Quality of Proposal

7. Weight: 5

Offerors do not respond to this criterion. Committee members will rate this criterion based on their perception of the clarity, completeness and presentation of submittal. Note: This criterion is **NOT** used to evaluate color, graphics or other visual techniques except as they may detract from legibility.



8. (Catorgory Left Blank)

8. Weight: 0

9. (Catorgory Left Blank)

9. Weight: 0

SECTION II - PREFERENCES

10. Disadvantaged Business Enterprises

49 CFR 26

10. Weight: 0

Option #1

This solicitation is being conducted under the Department's Race Neutral Disadvantaged Business Enterprise (DBE) program for construction related professional services solicitations. Therefore, there is no DBE goal for this solicitation and the criterion has a weight of zero (0).

See rfp-a, section 15. Special Notices, paragraph 15.2.

Option #2 Generally, weight shall be at least "10" for FAA funded contracts.

A DBE goal has been established for the RFP.

- Proposed DBE participation will count towards the Department's Race-Conscious DBE program, or
 Proposed DBE participation will count towards the Department's Race-Neutral DBE program.

To be granted this preference, Offeror's response must identify a certified Disadvantaged Business Enterprise firm(s) (DBEs) in their proposal that will participate in the proposed contract services. The proposed DBE must be certified in the category of work proposed as listed in the DBE AUCP Directory in order to be credited for the services in the proposal and given the DBE preference and the DBE certification must be effective as of the proposal due date. Failure to submit adequate information pertaining to the percentage of work proposed to be completed by the DBE when this preference has been given weight may result in "0" points. Offerors should propose a single percentage number. Specifying a range of percentages (for example 5-8%) is not acceptable. If a range of percentages is proposed, the lowest number will be utilized in the calculation to determine the criterion score.

Certified DBE firms are listed in a DBE Directory which is available from the Alaska Department of Transportation and Public Facilities at its regional Design and Construction Offices in Juneau, Anchorage and Fairbanks or by mail from the Civil Rights Office, ADOT/PF, Box 196900, Anchorage, AK 99519 (telephone 907-269-0851) or at their internet address <http://www.dot.state.ak.us/cvlrts/directory.shtml>.

Response will be scored: Rating x Number of Evaluators x Weight = Criterion Score. Rating will be as follows:

"5" More than 5% DBE Participation;

"3" - 5% DBE Participation;

"1" - Less than 5% but more than 0 % DBE participation;

"0" - No DBE participation.

11. Alaska Bidder (Offeror) Preference

23 CFR 172.7(a)(1)(iii)(C), AC 150/5100-14E, and 2 AAC 12.260(e)

Weight shall be "0" if any federal funding, otherwise weight shall be at least "10".

11. Weight: 0

To be granted this preference:

Offeror must claim the Alaska Bidder (Offeror) Preference on page one of Part D Proposal Form. In claiming the Alaska Bidder (Offeror) Preference on page one of Part D, the Offeror is certifying that they meet the following requirements per AS 36.30.990:

- (A) Firm holds a current Alaska Business License;
- (B) Proposal is submitted under the name as appearing on the Firm's current Alaska Business License;
- (C) Firm has maintained a place of business within Alaska, staffed by the Firm or an employee of the Firm, for a period of six months immediately preceding the date of the offer;
- (D) Firm is incorporated or qualified to do business under the laws of the State of Alaska, is a sole proprietorship, and the proprietor is a resident of Alaska, is a limited liability company organized under AS 10.50 and all members are residents of Alaska, or is a partnership under AS 32.06, or AS 32.11 and all partners are residents of Alaska; and
- (E) If the Firm is a Joint Venture, it is composed entirely of entities that qualify under (A) - (D).

Alaska Bidder (Offeror) Preference will be scored: Rating x Number of Evaluators x Weight = Criterion Score.

Rating will be as follows:

An Alaska Offeror's preference (i.e., a Rating of 5) will be assigned to the proposal of an Offeror who certifies (by claiming the preference on page one of Part D) that they are an Alaska Bidder (Offeror) as described above.

No Alaska Offeror's preference (i.e., a Rating of 0) will be assigned to the proposal of an Offeror who does not certify (by failure to claim the preference on page one of Part D) that it qualifies as an Alaska Bidder (Offeror) as described above.

No narrative response to this criterion is required within the Offeror's Proposal.

SECTION III - PRICE

If price is not an Evaluation Criterion, weights for both Criterion #12 and #13 shall be "0". If price is an Evaluation Criterion, the sum of weights for Criterion #12 and #13 shall be at least "10", and all Offerors shall submit Price Proposals in the specified format(s).

See item #9, under Notices in Part A – RFP, regarding statutory and regulatory provisions about price competition and item #10.3, in Part B – Submittal Checklist, regarding procedure for submittal of Billing Rates and/or Price Proposals. Cost terminology is explained on page 2 of the Pre-Audit Statement (DOT&PF Form 25A257).

CAUTION: Submittal of Offeror's or Subcontractor's "standard" rate schedules or other pricing documents which are not in required format will be non-responsive if they do not allow direct comparison with other responsive proposals.

Rates and costs proposed by the Offeror selected for contract negotiations may be investigated for reasonableness and allowability in accordance with AS 36.30.400, .420 & .480, 2 AAC 12.550 and the contract cost principles in 48 CFR Part 31. Unsupported rates and costs may be disallowed or result in termination of negotiations, or contract award. All proposed rates and the negotiated contract rates will be public information.

12. Labor Billing Rates (Required Format)

12. Weight: 10

Provide a proposed total hourly Billing Rate (i.e., inclusive of Direct Cost of Direct Labor, all Indirect Costs, and Fee) only for each of the job **FUNCTIONS** listed below. Note: Some of these functions may be performed by one or more employees of the Offeror or Subcontractors; consequently, an individual might be billed under the contract at different rates appropriate to the functions performed. **Only the maximum rate paid to any individual for each listed job function** – regardless of employer (Offeror or Subcontractor) – **must be provided and will be considered for this response**. Rates for lower paid individuals or for other job functions, if any, will be addressed during contract negotiations.

1. Contract Management	(Estimated at	% of total labor effort)
2. Project Management	(Estimated at	% of total labor effort)
3. Design Management	(Estimated at	% of total labor effort)
4.	(Estimated at	% of total labor effort)
5.	(Estimated at	% of total labor effort)

*In accordance with the submittal Checklist ('rfp-b'), item 10.3, *Billing Rates must be signed and dated by the person who prepares it (may be different signatures for each Subcontractor)*

Response will be scored as follows: The maximum hourly rates proposed for the job functions listed above will be multiplied by the percentage of total labor effort (estimated above) and then summed to obtain an aggregate rate for each Offeror. If more than one rate is provided for any job function, only the highest rate will be used. Each Offeror's score will be calculated using the following equation – except that the **score will be zero if a rate for each listed function is not provided by an Offeror**.

$$\frac{(\text{Lowest aggregate rate from all Offerors}) \times (\text{MPP}^*)}{(\text{Offeror's aggregate rate})} = \text{Offeror's Criterion Score}$$

*MPP = Maximum Possible Points = (5) x (Number of Evaluators) x (Weight)

If no federal funding, then per AS 36.30.250(b), aggregate rates shall be reduced for the above calculation by the following applicable percentages when the rates are from Offerors that **designate preferences on page one of Part D**.

- ALASKA BIDDER (OFFEROR) PREFERENCE [2 AAC 12.260(d)]..... 5%
- ALASKA VETERAN-OWNED BUSINESS PREFERENCE [AS 36.30.175] (maximum \$5000)..... 5%
- and only ONE of the following:
- EMPLOYMENT PROGRAM PREFERENCE [AS 36.30.170(c)] 15%
- DISABLED SOLE PROPRIETOR OR 50% DISABLED EMPLOYEES [AS 36.30.170(e & f)]..... 10%

To claim employment or disabled preference, Offeror must be on the appropriate Alaska Division of Vocational Rehabilitation list at the time designated for opening (i.e., receipt) of proposals.

13. Total Price Proposal (Required Format)**13. Weight: 20**

Provide proposed costs for all labor, subcontracts, equipment, expenses, etc., and a proposed amount for Fee. Submit a separate price proposal in the following format for the Offeror and for each Subcontract (first, second, third tier, etc.) that may exceed \$25,000. Each price proposal must be signed and dated by the person who prepares it. Note that the PRICES of the next lower tier subcontracts must be listed as COSTS in Item #4 (Other Direct Costs) of the price proposal for the next higher tier contractor so that the price of all subcontracts "roll-up" into the Offeror's total price proposal.

1. Show project title, project number, and Offeror or Subcontractor Name.

2. Direct Costs of Direct Labor (DCDL)

Show the estimated costs for each job classification of employees proposed for the contract. List under the following headings. Names required only for key staff and/or persons in "responsible-charge" (Ref: AS 08.48). **Hourly Rates must not include Indirect Costs or Fee.**

<u>Job Classification</u>	<u>Name</u>	<u>Total Hours</u>	<u>Rate(\$/hr)</u>	<u>Proposed Costs (\$)</u>
				Total DCDL: \$ _____

3. Indirect Costs (IDC)

These costs include what are generally referred to as 1) Fringe Benefits and 2) Overhead (including direct and indirect costs of Indirect Labor). Show the Proposed IDC Rate as a percentage of Direct Costs of Direct Labor and the product (IDC Amount) of that Rate multiplied by the total DCDL.

IDC Rate: _____ % IDC Amount: \$ _____

4. Other Direct Costs (ODC)

These costs include: subcontracts, equipment (company owned or rented), and reimbursable expenses (e.g., transportation, food and lodging, reproduction) – if not included in Indirect Costs. List proposed costs under the following headings. If multiples of an item required, list the proposed quantity, unit rate, and total cost for each. **Costs must be based on actual costs to the offeror or the subcontractor, without any profit or other markup.**

<u>Item</u>	<u>Quantity</u>	<u>Cost (\$/Unit)</u>	<u>Proposed Costs (\$)</u>
			Total ODC: \$ _____

5. Total Proposed Cost

Sum of DCDL + IDC + ODC

Total Cost: \$ _____

6. Proposed Fee

List a proposed amount (Contract Fee is generally negotiated using a structured Fee analysis of proposed costs).

Proposed Fee: \$ _____

7. Total Proposed Price

Sum of Total Proposed Cost plus Proposed FEE.

Total Price: \$ _____

8. *In accordance with the Submittal Checklist ('rfp-b'), item 10.3, Price Proposals must be signed and dated by the person who prepares it (may be a different signature for each subcontractor).*

Response will be scored as follows:
$$\frac{(\text{Lowest Total Proposed Price}) \times (\text{MPP}^*)}{(\text{Offeror's Total Proposed Price})} = \text{Criterion Score}$$

*MPP = Maximum Possible Points = (5) x (Number of Evaluators) x (Weight)

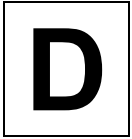
If no federal funding, then per AS 36.30.250(b), total price shall be reduced for the above calculation by the following applicable percentages when the prices are from Offerors **designate preferences on page one of Part D.**

- ALASKA BIDDER (OFFEROR) PREFERENCE [2 AAC 12.260(d)]..... 5%
- ALASKA VETERAN-OWNED BUSINESS PREFERENCE [AS 36.30.321(f)] (maximum \$5,000)..... 5%
- and only ONE of the following:
- EMPLOYMENT PROGRAM PREFERENCE [AS 36.30.321(b)] 15%
- DISABLED SOLE PROPRIETOR [AS 36.30.321(d) / (k)] 10%

To claim employment or disabled preference, Offeror must be on the appropriate Alaska Division of Vocational Rehabilitation list at the time designated for opening (i.e., receipt) of proposals.

Alaska Department of Military and Veterans Affairs PROPOSAL FORM

PART



THIS FORM MUST BE THE FIRST PAGE OF PROPOSAL. Attach criteria responses as explained in Part B - Submittal Checklist. No transmittal letter or cover sheet will be used.

PROJECT

Project Numbers-State/Federal.....:	
Project Title	Dmva - Statewide Direct Digital Controls (Ddc) Design & Implementation
RFP No.:	

OFFEROR (CONTRACTOR)

Contractor.....:	
Street.....:	
P.O. Box.....:	
City, State, Zip.....:	
Alaska Business License Number	
Federal Tax Identification No.:	
DOT&PF DBE Certification No. (if any)	
Individual(s) to sign contract	
Title(s)	
Type of business enterprise (check one).....: [] Corporation in the state of . :	
[] Individual [] Partnership [] Other(specify)	

ALASKA STATUTORY PREFERENCES (IF NO FEDERAL FUNDING)

Check the applicable preferences that you claim for the proposed contract (reference Criteria 11, 12 & 13 in Part C):	
[] Alaska Bidder (Offeror) AND>>	[] Veterans AND>> [] Employment Program <u>or</u> [] Disabled Persons

PROPOSED SUBCONTRACTOR(S)

<u>Service, Equipment, etc.</u>	<u>Subcontractor & Office Location</u>	<u>AK Business License No.</u>	<u>DOT&PF DBE Certification No.</u>

CERTIFICATIONS

I certify: that I am a duly authorized representative of the Contractor; that this Submittal accurately represents capabilities of the Contractor and Subcontractors identified herein for providing the services indicated; and that the requirements of the Certifications on page 2 and 3 of this Part D for 1) Alaska Licenses/Registrations, 2) Insurance, 3) Federal-Aid Contracts exceeding \$100,000, 4) Cost and Pricing Data, 5) Trade Restrictions/Suspension/Debarment, 6) Foreign Contracting, 7) DBE Commitment, and 8) Former Public Officer – will be complied with in full. These Certifications are material representations of fact upon which reliance will be placed if the proposed contract is awarded. Failure to comply with these Certifications is a fraudulent act. The Contracting Agency is hereby authorized to request any entity identified in this proposal to furnish information deemed necessary to verify the reputation and capabilities of the Contractor and Subcontractors. This proposal is valid for at least ninety days.

Signature		
Name.....:		Date:
Title.....:		Telephone (voice):
		(fax):
		Email Address:

CERTIFICATION FOR ALASKA BUSINESS LICENSES AND REGISTRATIONS

PART

D

Contractor and all Subcontractors shall comply with the following applicable requirements of Alaska Statutes:

1. **Alaska Business License** (Form 08-070 issued under AS 43.70) at the time contract is awarded as required by AS 36.30.210(e) for Contractor and all Subcontractors. In accordance with Administrative Manual, Section 81.120, proof of application for an Alaska Business license will satisfy this requirement. Per AAM 81.120, acceptable evidence that the offeror possesses a valid Alaska business license consists of any one of the following:
 - a. Copy of the Alaska business license.
 - b. A canceled check that demonstrates payment for the Alaska business license fee.
 - c. A copy of the Alaska business license application with a receipt stamp from the State's business license office.
 - d. A sworn notarized affidavit that the bidder/offeror applied and paid for the Alaska business license.
 - e. Other forms of evidence acceptable to the Department of Law.
2. **Certificate of Registration** for each individual to be in "responsible charge" (AS 08.48.341(11-14)) for Architecture, Engineering, Land Surveying, or Landscape Architecture (Form 08-2407 issued under AS 08.48.211) issued prior to submittal of proposal. Associates, consultants, or specialists under the supervision of a registered individual in "responsible charge" are exempt from registration requirements (AS 08.48.331).
3. **Certificate of Authorization for Corporations, Limited Liability Companies, and Limited Liability Partnerships** for Contractors and Subcontractors for Architecture, Engineering, Land Surveying, or Landscape Architecture (Form 08-2407 issued under AS 08.48.241). Entities offering to provide Architectural, Engineering or Land Surveying services do not need to be registered for such disciplines at the time proposal is submitted provided they obtain registration prior to contract award (AS 08.48.241).
4. **Certificate of Incorporation** (Alaska firms) or **Certificate of Authorization for Foreign Firm** ("Out-of-State" firms). All corporations, regardless of type of services provided, must have one of the certificates (AS 10.06.218 and other sections of Title 10.06 - Alaska Corporations Code).
5. **Current Board of Director's Resolution** for incorporated Contractors and incorporated Subcontractors for Architecture, Engineering, Land Surveying or Landscape Architecture (reference AS 08.48.241) that names the person(s) designated in "responsible charge" for each discipline. Such persons shall be licensed in Alaska and shall participate as project staff in the Contract/Subcontracts.
6. **All partners** in a Partnership to provide Architectural, Engineering, Land Surveying, or Landscape Architecture **must be legally registered in Alaska** prior to submittal of proposal for at least one of those disciplines (AS 08.48.251) which the Partnership offers.
7. **Joint Ventures**, regardless of type of services provided, must be licensed/registered in the legal name of the Joint Venture as used in this proposal (AS 43.70.020 and 43.70.110(4)).
8. **Contracts for Architecture, Engineering, Land Surveying, or Landscape Architecture** may not be awarded to individuals, corporations or partnerships not in compliance, respectively, with the provisions of paragraph 2, 3, and 6, above (AS 36.90.100).

For information about licensing, Offerors may contact the Alaska Department of Commerce, Community, and Economic Development, Division of Corporations, Business and Professional Licensing at P.O. Box 110806, Juneau, AK 99811-0806, or at Telephone (907) 465-2550, or at Internet address: <https://www.commerce.alaska.gov/web/cbpl>

CERTIFICATION FOR INSURANCE

Contractor will ensure that it and all Subcontractors have insurance coverage to effectuate the requirements of DOT&PF Form 25A269, Indemnification and Insurance.

CERTIFICATION FOR FEDERAL-AID CONTRACTS EXCEEDING \$100,000

The individual signing this proposal certifies to the best of his or her knowledge and belief, that:

- (1) No federal appropriated funds have been paid, by or on behalf of the Contractor, to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the Contractor shall complete and submit Standard Form-LLL, Disclosure of Lobbying Activities, in accordance with its instructions. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

This certification is a material representation of fact upon which reliance will be placed if the proposed contract is awarded. Submission of this certification is a prerequisite for making or entering into the proposed contract imposed by Section 1352, Title 31, U.S. Code. The Contractor also agrees by submitting this proposal that Contractor shall require that the language of this certification be included in all lower tier subcontracts which exceed \$100,000 and that all such Subcontractors shall certify and disclose accordingly.

CERTIFICATION – COST AND PRICING DATA

In accordance with AS 36.30.400, any cost and pricing data submitted herewith, or in any future price proposals for the proposed contract, will be accurate, complete and current as of the date submitted and will continue to be accurate and complete during the performance of the contract, if awarded.

The Contractor certifies that all costs submitted in a current or future price proposal are allowable in accordance with the cost principles of the Federal Acquisition Regulations of Title 48, Code of Federal Regulations (CFR), Part 31 and that the price proposal does not include any costs which are expressly unallowable under the cost principles of the FAR of 48 CFR 31. In addition, all known material transactions or events that have occurred affecting the firm's ownership, organization and indirect costs rates have been disclosed.

CERTIFICATION – TRADE RESTRICTIONS AND SUSPENSION AND DEBARMENT

The individual signing this proposal certifies to the best of his or her knowledge that the Contractor and any subcontractors are in compliance with DOT&PF 25A262 Appendix A, General Conditions, Article A25 and Article A26.

CERTIFICATION - FOREIGN CONTRACTING

By signature on this solicitation, the offeror certifies that all services provided under this contract by the contractor and all subcontractors shall be performed in the United States. If the offeror cannot certify that all work is being performed in the United States, the offeror must contact the Contracts Officer to request a waiver at least 10 days prior to proposal deadline. The offeror must provide with their submission a detailed description of the portion of work being performed outside the United States, where, by whom, and the reason the waiver is necessary. Failure to comply with this requirement may cause the state to reject the bid or proposal as non-responsive, or cancel the contract.

CERTIFICATION – DBE COMMITMENT

For federal-aid projects with DBE goals: if the Contractor submits a utilization report that proposes to use certified DBE's in the performance of work, the Contractor certifies that every effort will be made to meet or exceed the proposed percentage.

In addition, the Contractor certifies that a Consultant Registration form shall be submitted to the DBE/Civil Rights Office for their firm and each subconsultant prior to award.

CERTIFICATION – FORMER PUBLIC OFFICER

Any proposer listing as a member of the proposer's team a current public officer or a former public officer who has left state service within the past two years must submit a sworn statement from that individual that the Alaska Executive Branch Ethics Act does not prohibit his or her participation in this project. If a proposer fails to submit a required statement, the proposal may be deemed nonresponsive or nonresponsible, and rejected, depending upon the materiality of the individual's proposed position.

The Ethics Act bars a public officer who leaves State service from representing, advising or assisting a person for compensation regarding a matter –

that was under consideration by the administrative unit in which the officer served, and in which the officer participated personally and substantially through the exercise of official action,

for two years after leaving state service. See AS 39.52.180(a). "Public officer" includes a state employee, a member of a state board and commission, and a trustee of the Exxon Valdez Oil Spill Trust. "Official action" means a recommendation, decision, approval, disapproval, vote, or other similar action or inaction. Possible remedies for violating the bar include penalties against the former public officer and voiding the state grant, contract or lease in which the former public officer is involved.

Additionally, former public officers may not disclose or use information acquired in the course of their official duties that could in any way result in a benefit to the former public officers or their families, if the information has not been disseminated to the public or is confidential by law, without appropriate authorization. See AS 39.52.140.

Each current or former public officer is responsible for determining whether he or she may serve in the listed capacity on this project without violating the Ethics Act. A form that a former public officer may use to certify their eligibility is attached. Current public officers may seek advice from their designated ethics supervisors concerning the scope and application of the Ethics Act. Former public officers may, in writing, request advice from the Office of the Attorney General, Ethics Attorney concerning the application of the Ethics Act to their participation in this project. It is the responsibility of the individual and the proposer to seek resolution in a timely manner of any question concerning the individual's eligibility.

PROPOSED STATEMENT OF SERVICES

RFP No: STWIDE204019

Date Prepared: September 11, 2024

RFP No. STWIDE24019

Statewide Direct Digital Controls (DDC) Design and Phase I and Phase II implementation.

SCOPE OF WORK:

PLAN & IMPLEMENT STATEWIDE DIRECT DIGITAL CONTROL SYSTEM

SECTION 1: PROJECT INFORMATION:

1.1 PROJECT LOCATION: Alaska Army National Guard is located on Joint Base Elmendorf-Richardson on the northwestern side of Anchorage, Alaska and is accessible from the Glenn Highway at Boniface Parkway. The project locations are Alaska Army National Guard Installations and managed facilities throughout Alaska and on Joint Base-Elmendorf Richardson.

1.2 UNIQUE REQUIREMENTS: Project to be implemented while accommodating user needs of the facility. Contractor shall request approval of any downtime/outages a minimum of 15 workdays in advance. Contractors' staging areas will be identified by the Facility Manager and DMVA.

1.3 PROJECT DESCRIPTION: This project encompasses the implementation of a statewide Direct Digital Control (DDC) system for the Alaska Army Guard, to be executed in three (3) distinct phases.

- Phase 1: DESIGN -Establishment of a centralized DDC infrastructure, including the statewide server, DDC software, and graphics necessary for overall monitoring, control, reporting, and alarms. Also, site analyses and designs for DDC systems across all remote Alaska Army Guard locations, covering 23 remote villages and cities throughout Alaska, totaling 52 sites. This phase requires a complete analysis, DDC design, and creation of implementation proposals for each remote facility's DDC system to be considered in future Phases.
- Phase 2: Implementation of a complete DDC systems for 36 facilities at Camp Carroll on Joint Base Elmendorf-Richardson (JBER), integrating them with the central server established in Phase 1 for remote control and monitoring.
- Phase 3: Implementation of a complete DDC systems for 15 facilities at Bryant Airfield on Joint Base Elmendorf-Richardson (JBER), integrating them with the central server established in Phase 1 for remote control and monitoring.

SECTION 2: DESCRIPTION OF WORK AND SPECIAL INSTRUCTIONS

2.1 PHASE 1:

2.1.1 DDC SERVER ESTABLISHMENT

1. Design and implement a Direct Digital Control (DDC) server infrastructure that meets the following specifications:
 - a. **Server Capacity:** Install one or more servers capable of efficiently managing several DDC databases, ensuring efficient operation and speed.
 - b. **Scalability:** Implement a server architecture that allows for significant future expansion of both data capacity and processing capabilities to accommodate system growth.
 - c. **Technology Standards:** Utilize state-of-the-art server technology, including the latest generation of processors, high-speed memory, and enterprise-grade storage solutions.
 - d. **Physical Infrastructure:** Provide a robust server rack system designed for optimal airflow, cable management, and ease of maintenance.
 - e. **Power Redundancy:** Install dual Uninterruptible Power Supply (UPS) systems to ensure continuous operation during power fluctuations or outages.
 - f. **Operating System:** Deploy the most current version of Windows Server OS, configured for optimal performance and security in a DDC environment.
 - g. **Cybersecurity:** Implement and maintain a comprehensive anti-virus and malware protection system, with regular updates and real-time threat detection.
 - h. **Remote Management:** Integrate advanced remote monitoring and management tools, allowing for proactive system maintenance, performance optimization, and rapid issue resolution.
2. All components and software must adhere to current industry best practices for reliability, security, and performance in critical infrastructure environments.

2.1.2 DDC SOFTWARE REQUIREMENTS:

1. The BMS system shall allow an unlimited number of concurrent users.
2. The BMS manufacturer shall provide all software and tools necessary to provide the following capabilities:
 - a. Create and/or edit any programming used in controllers
 - b. Create and/or edit any graphics used in the system
 - c. Software shall not be subscription based and be given to owner at time of turnover. If software is subscription based, manufacturer shall include 10 years of subscription service.
 - d. The owner shall have the ability to install software on a minimum of five (5) additional owner furnished computers without additional licenses or fees.
3. **System Graphics.** The operator interface software shall be graphically based and shall include at least one graphic per piece of equipment or occupied zone, graphics for each

chilled water and hot water system, and graphics that summarize conditions on each floor of each building included in this contract. Indicate thermal comfort on floor plan summary graphics using dynamic colors to represent zone temperature relative to zone setpoint.

- a. Minimum graphics resolution shall be 1920 x1080 for display of detailed system graphics.
 - b. Floor Plan Graphics. Floor plan graphics shall be Scalable Vector Graphics (SVG) capable of allowing the floor plan graphic to dynamically size relative to the end user's monitor resolution.
 - c. Functionality. Graphics shall allow operator to monitor system status, to view a summary of the most important data for each controlled zone or piece of equipment, to use point-and-click navigation between zones or equipment, and to edit setpoints and other specified parameters.
 - d. Animation. Graphics shall be able to animate by displaying different image files for changed object status.
 - e. Alarm Indication. Indicate areas or equipment in an alarm condition using color or other visual indicator.
 - f. Format. Graphics shall be saved in an industry-standard format such as BMP, JPEG, PNG, GIF, or SVG. Web-based system graphics shall be viewable on browsers compatible with World Wide Web Consortium browser standards. Web graphic format shall require no plug-in) or shall only require widely available no-cost plug-ins (such as Active-X or Adobe Flash).
 - g. Custom Graphics. Custom graphic files shall be created with the use of a graphics generation package furnished with the system. The graphics generation package shall be a graphically based system to create and modify graphics that are saved in the same formats as are used for system graphics.
 - h. Graphics Library. Furnish a complete library of standard HVAC equipment graphics such as chillers, boilers, air handlers, terminals, fan coils, and unit ventilators. This library also shall include standard symbols for other equipment including fans, pumps, coils, valves, piping, dampers, and ductwork. The library shall be furnished in a file format compatible with the graphics generation package program.
4. System Applications. System shall provide the following functionality to authorized operators as an integral part of the operator interface or as stand-alone software programs. If furnished as part of the interface, the tool shall be available from each workstation or web browser interface. If furnished as a stand-alone program, software shall be installable on standard PC type personal computer with no limit on the number of copies that can be installed under the system license.
- a. Automatic System Database Configuration. Each workstation or web server shall store on its hard disk a copy of the current system database, including controller firmware and software. Stored database shall be automatically

updated with each system configuration or controller firmware or software change.

- b. Manual Controller Memory Download. Operators shall be able to download memory from the system database to each controller.
 - c. System Configuration. The workstation software shall provide a method of configuring the system. This shall allow for future system changes or additions by users under proper password.
 - d. On-Line Help. Provide a context-sensitive, on-line help system to assist the operator in operating and editing the system. On-line help shall be available for all applications and shall provide the relevant data for that particular screen. Additional help information shall be available through the use of hypertext.
 - e. Video Training. Provide on-line video support to supplement on-line help assistance. Video content shall be relevant and support existing system documentation.
5. Security. Each operator shall be required to log on to the system with a user name and password in order to view, edit, add, or delete data.
- a. Operator Access. The user name and password combination shall define accessible viewing, editing, adding, and deleting privileges for that operator. Users with system administrator rights shall be able to create new users and edit the privileges of all existing users. System Administrators shall also be able to vary and deny each operator's privileges based on the geographic location, such as the ability to edit operating parameters in Building A, to view but not edit parameters in Building B, and to not even see equipment in Building C.
 - b. Password Policy Rules. System administrator shall invoke policies for minimum password strength, including number of characters, special characters and numbers, upper and lower case, etc.
 - c. Automatic Log Out. Automatically log out each operator if no keyboard or mouse activity is detected. This auto logoff time shall be user adjustable.
 - d. Encrypted Security Data. Store system security data including operator passwords in an encrypted format. System shall not display operator passwords.
6. System Diagnostics. The system shall automatically monitor the operation of all building management panels and controllers. The failure of any device shall be annunciated to the operator
7. Alarm Processing. System input and status objects shall be configurable to alarm on departing from and on returning to normal state. Operator shall be able to enable or disable each alarm and to configure alarm limits, alarm limit differentials, alarm states, and alarm reactions for each system object. Configure and enable alarm points as required by sequences of operation. Alarms shall be BACnet alarm objects and shall use BACnet alarm services. BMS system shall be capable of assigning alarm sources to

categories such as HVAC Critical, or HVAC General. The BMS shall include at a minimum HVAC and FDD categories. BMS system shall allow user to create custom alarm categories.

8. Alarm Messages. Alarm messages shall use the English language descriptor for the object in alarm in such a way that the operator will be able to recognize the source, location, and nature of the alarm without relying on acronyms or mnemonics.
9. Alarm Reactions. Operator shall be able to configure (by object) what, if any actions are to be taken during an alarm. As a minimum, the workstation or web server shall be able to log, print, start programs, display messages, send e-mail, send SMS text, and audibly announce.
10. Alarm and Event log. Operators shall be able to view all system alarms and changes of state from any location in the system. Events shall be listed chronologically. An operator with the proper security level may acknowledge and delete alarms, and archive closed alarms to the workstation or web server hard.
11. Trend Logs. The operator shall be able to configure trend sample or change of value (COV) interval, start time, and stop time for each system data object and shall be able to retrieve data for use in spreadsheets and standard database programs. Controller shall sample and store trend data and shall be able to archive data to the hard disk. Configure trends as required by the sequences of operations. Trends shall be BACnet trend objects. As a minimum, all physical points in the system shall be trended within the local controller (AAC, ASC, BC) for at least 277 samples per point. Selected points, as desired, shall be available for historical archiving within the server. The historical archiving capability cannot be less than 2 years.
12. Object and Property Status and Control. Provide a method for the operator to view, and edit if applicable, the status of any object or property in the system. The status shall be available by menu, on graphics, or through custom programs.
13. Reports and Logs. Operator shall be able to select, to modify, to create, and to print reports and logs. Operator shall be able to store report data in a format accessible by standard spreadsheet and word processing programs.
14. Audit and Security Detail. All users accessing the system shall have their actions recorded. Information recorded shall include:
 - a. login/logout time and date
 - b. system modifications – with before and after values
 - c. ability to report user activity based on individual and/or date and time.
15. Standard Reports. Furnish the following standard system reports:
 - a. Objects. System objects and current values filtered by object type, by status (in alarm, locked, normal), by equipment, by geographic location, or by combination of filter criteria.
 - b. Alarm Summary. Current alarms and closed alarms. System shall retain closed alarms for an adjustable period.
 - c. Logs. System shall log the following to a database or text file and shall retain data for an adjustable period:
 - 1) Alarm History.
 - 2) Trend Data. Operator shall be able to select trends to be logged.

16. Custom Reports. Operator shall be able to create custom reports that retrieve data, including archived trend data, from the system, that analyze data using common algebraic calculations, and that present results in tabular or graphical format. Reports shall be launched from the operator interface. Operator shall be able to schedule reports to automatically run and be emailed to recipients on a recurring basis from the BMS system.
17. Logic Page. System shall allow operator to view all application software in real time for all controllers furnished and installed by BMS manufacturer.
18. Environmental Index. System shall monitor all occupied zones and compile an index that provides a numerical indication of the environmental comfort within the zone. As a minimum, this indication shall be based upon the deviation of the zone temperature from the heating or cooling setpoint. If humidity is being measured within the zone then the environmental index shall be adjusted to reflect a lower comfort level for high or low humidity levels. Similarly, if carbon dioxide levels are being measured as an indication of ventilation effectiveness then the environmental index shall be adjusted to indicate degraded comfort at high carbon dioxide levels. Other adjustments may be made to the environmental index based upon additional measurements. The system shall maintain a trend of the environmental index for each zone in the trend log. The system shall also compute an average comfort index for every building included in this contract and maintain trend logs of these building environmental indices. Similarly, the system shall compute the percentage of occupied time that comfortable conditions were maintained within the zones. Through the UI the user shall be able to add a weighting factor to adjust the contribution of each zone to the average index based upon the floor area of the zone, importance of the zone, or other static criteria.
19. Indoor Environmental Quality Index (IEQ)
 - a. System shall monitor up to ten building conditions and compile an index that provides a numerical indication of the overall building environmental quality and health. A graphical dashboard indicating each measured building condition name, a description of each measured building condition, the current value of each measured building condition, and the overall building IEQ value. In addition, an historical trend graph of the IEQ Index and/or individual health components shall also be displayed. The IEQ numerical value indication shall be 0-100 with 0 being the worst and 100 the best. The IEQ shall be calculated using an algorithm that aggregates all of the selected building conditions and allows the user to define the acceptable ranges for each monitored building condition. In addition, the user shall have the ability assign a weighting/importance factor to each building condition that determines the impact the monitored building condition has on the overall IEQ index calculation. The IEQ value graphical representation shall have the ability to display one of a minimum of four (4) colors based on the IEQ value and the user adjustable range for each color. The default IEQ ranges and colors shall be as follows:
 - 1) Less than 85 = Red
 - 2) 85 to 89.9 = Orange

- 3) 90 to 94.9 = Yellow
 - 4) 95 to 100 = Green
 - b. The system shall allow the user to select from one of the following ten building conditions:
 - 1) Temperature, average area
 - 2) Humidity, average area
 - 3) Carbon Dioxide, average area
 - 4) Volatile Organic Compounds, average area

 - 5) % Dirty Filters, % dirty filter switches
 - 6) % Occupied, of expected occupants
 - 7) Air Purifiers, Total counted purifiers
 - 8) % OA of Design, % Total OA cfm of buildings design.
 - 9) CFM per Person, Average outside air flow per occupant
 - 10) % Time Above minimum, % of time outside air dampers are above the minimum when occupied (average of all).
20. Time Lapse Graphic Replay. Operator shall be able to “replay” any graphic in the system to see how key values changed over an operator-selected period of time. Operator shall be able to select the starting date/time for this display and the end date/time or the display period. System shall then display the graphic as it would have looked at the beginning of that period, displaying key data, dynamic colors, etc. based upon values recorded at the start time. When the operator starts the replay the graphics and key values shall dynamically change to produce the effect of “fast forwarding” through the designated period of time. Once the system has been operational for at least 30 days, the contractor shall demonstrate that up to 24 hours of data from within the last 30 days can be replayed on any graphic page. Owner’s representative shall choose the graphic pages for this demonstration at the time of the demonstration.
21. Semantic Tagging. The BMS system shall include a semantic tagging engine that uses the Project Haystack library of descriptive tagging for building equipment and systems used in the BMS. The Project Haystack naming tags used by the BMS shall be a library that includes a comprehensive list of standard tag names to address common equipment, building systems, and device types. The library tag of names shall include at a minimum the tag names listed in ASHRAE Standard 223P.
22. Network Health Monitoring.
 - a. The BAS shall allow for monitoring of the network system health through the BAS. The BAS vendor shall provide to the owner a baseline report of the building network health at project completion and then once again at the end of the warranty period. The health monitoring application provides insights into the health of the BAS system for system maintenance and usage. This application will provide at a minimum the following information for the BAS network:
 - 1) BAS Server
 - a) Online status/availability
 - b) CPU and memory usage

- c) JAVA Container Health: Memory usage patterns and allocation to overall server resources
 - 2) BACnet Controllers
 - a) Memory usage: Controller flash and database utilization
 - b) Critical errors: Controller and watchdog errors
 - c) Network communications health: Transmit and receive patterns and identification of controllers that may be causing errors
 - 3) Network System Inventory
 - a) BAS Server software version
 - b) Controller driver versions
 - c) Controller upgrade requirements
 - b. At the completion of the warranty period, the owner shall have the option of continuing the remote network health monitoring service as part of an ongoing service contract negotiated with the BAS provider for an additional fee.
23. VAV Auto-Commissioning. The BMS system shall provide an auto-commissioning tool to commission single duct, dual duct, parallel and series flow fan powered VAV terminal units with or without hot water reheat.
- a. This tool shall be available for use during the construction phase of the project.
 - b. The auto-commissioning tool shall run a set of functional tests to automatically exercise dampers and reheat valves in the VAV system.
 - c. The user shall be able to schedule when the functional testing of a VAV system is to be done.
 - d. The auto-commissioning tool shall be capable of detecting the following faults:
 - 1) Obstruction
 - 2) Over-Stroking
 - 3) Under Stroking
 - 4) Leakage
 - 5) Stuck
 - 6) Sensor Issue
 - 7) Reverse Stroking
 - 8) AHU Pressure Error
 - 9) Data Inconsistent
 - 10) Actuation Range Insufficient
 - 11) Data Insufficient
 - 12) Data Unavailable
 - 13) Expert Diagnosis Required
 - 14) Maximum Airflow Error
 - 15) Minimum Airflow Error
 - e. The tool shall be capable of exporting an excel file or printing a file in PDF format that provides a detailed report.

- f. A baseline commissioning report shall be provided for all VAV systems at the completion of the project.
24. Weather Data. The BMS system shall retrieve current weather conditions from a data source such as AccuWeather. This weather information shall be displayed on a graphic page and be capable for use in control logic.

2.1.3 DDC REMOTE SITE ANALYSIS

1. Travel to the following villages and cities and perform complete DMVA/Alaska Army National Guard facility site analysis for the locations/facilities listed below to determine a comprehensive plan to provide Direct Digital Controls project in the future. These projects are to be a complete DDC system to provide remote control and monitoring capabilities of all HVAC & Utility Systems at each site:
 1. Wasilla-11 Facilities
 2. Ambler-1 Facility
 3. Bethel-2-Facilities
 4. Emmonak-1 Facility
 5. Fairbanks-3 Facilities
 6. Ft. Wainwright-1 Facility
 7. Hooper Bay-3 Facilities
 8. Juneau-3-Facilities
 9. Kenai-1 Facility
 10. Ketchikan-2 Facilities
 11. Kipnuk-3 Facilities
 12. Klawock-1 Facility
 13. Kodiak-2 Facilities
 14. Kotzebue-2 Facilities
 15. Kwethluk-2 Facilities
 16. Nome-2 Facilities
 17. Quinhagak-3 Facilities
 18. Saint Marys-1 Facility
 19. Selawik-1 Facility
 20. Sitka-3 Facilities
 21. Stebbins-1 Facility
 22. Utqiagvik-2 Facilities
 23. Valdez-1 Facility
2. After site analysis is complete provide complete report and proposal to provide a complete DDC system to provide remote control and monitoring capabilities of all HVAC & Utility Systems at each site to be incorporated as future phase work. Provide all new control components, modules, and wiring. These systems must be fully compatible and integrated into the DDC server included in Phase 1 of this project.

2.2 PHASE 2

2.2.1 DDC SYSTEMS FOR CAMP CARROLL FACILITIES ON JBER

1. Provide a complete DDC system to provide remote control and monitoring capabilities of all HVAC & Utility Systems at each site to be incorporated into the DDC server included in Phase 1 of this project. Provide all new control components, modules, and wiring. During implementation provide a comprehensive report of HVAC functionality including deficiencies if necessary. List of Facilities to be included:

1. 57024
2. 57040
3. 57114
4. 57116
5. 57226
6. 57400
7. 57402
8. 57406
9. 57408
10. 57410
11. 57425
12. 57426
13. 57428
14. 57503
15. 58100
16. 60606
17. 60620
18. 60700
19. 60702
20. 60704
21. 60706
22. 60708
23. 60710
24. 60712
25. 60714/60740
26. 60716/60718
27. 60720/60722
28. 60724/60726
29. 60728/60730
30. 60732/60734
31. 60736/60738
32. 60802
33. 60806
34. 60808
35. 60810
36. 60820

2.3 PHASE 3:

2.3.1 DDC SYSTEMS FOR BRYANT AIRFIELD FACILITIES ON JBER

1. Provide a complete DDC system to provide remote control and monitoring capabilities of all HVAC & Utility Systems at each site to be incorporated into the DDC server included in Phase 1 of this project. Provide all new control components, modules, and wiring. During implementation provide a comprehensive report of HVAC functionality including deficiencies if necessary. List of Facilities to be included:

1. 47420
2. 47424
3. 47425
4. 47427
5. 47428
6. 47430
7. 47431
8. 47432
9. 47433
10. 47434
11. 47435
12. 47436
13. 47437
14. 48000
15. 48010

END OF DOCUMENT