

Official Responses: MLK Library Preliminary Heating Electrification Screening Study Request for Proposals

Q: Are we precluded from implementation work if we participate in the study scope? Could you please clarify whether the selected prime bidder will be permitted to bid on the follow-up implementation project?

A: Unsuccessful bidders that submit a proposal for this feasibility study managed by DCSEU can bid on a subsequent project managed by the DC Public Library (DCPL) to implement the Steam replacement. The successful bidder cannot bid on the DCPL managed implementation project. This includes all bidders on the successful proposal, including the prime bidder and any subcontractors/subconsultants.

Q: The RFP states that proposals are due within 10 business days of issuance (September 22), which would be October 6, 2026. It also states a submission deadline of October 19, 2026, at 5:00 p.m. EDT. Please confirm which date governs the proposal deadline.

A: The proposal deadline is October 19th at 5pm. Please disregard the 10 business days of issuance.

Q: Do you mind clarifying why DCSEU is issuing this RFP rather than the DC Department of General Services (DGS), which typically leads DCPS projects? How will DCPL, DOEE, DCSEU, and DGS each be involved in this project?

A: DCPL independently manages the design, construction, operation, and maintenance of its facilities and has its own procurement authority separate from DGS. The DCSEU is issuing this RFP and will be a part of the RFP evaluation panel alongside representatives from DOEE and DCPL. Currently, DGS has no role in this RFP.

Q: Is a later construction phase expected to be managed by DGS?

A: No. DCPL independently manages the design, construction, operation, and maintenance of its facilities and has its own procurement authority separate from DGS. Therefore, any subsequent implementation phase would be managed by DCPL rather than DGS.

Q: Has a budget been established for this study?

A: Budget will be based on RFP submissions as evaluated by the Technical Evaluation Criteria.

Q: What is the funding source for the study and for any downstream implementation?

A: DOEE is funding the preliminary study for this SOW. Any subsequent implementation project would be funded by DCPL.

Q: Can a site visit take place before proposal submission?

A: As a general note, DC public libraries are open to all, so anyone can visit public areas of the MLK Library during standard hours of operation.

As for the non-public spaces within MLK Library, we are unable to provide site access to bidders before the solicitation due date of October 18. The selected vendor will be permitted to schedule a site visit to gain access to back-of-house spaces.

Q: The RFP states that proposals will be scored based on the roles and responsibilities of the bidder's team, including lower-tier subcontractors. How will this criterion be weighted, and are there any page limits or format requirements for the team description and resumes?

A: Please refer to [Table 2: Proposal Summary, Evaluation Criteria, and Points within the RFP.](#)

Q: Is cost estimating needed for the three potential electrification strategies?

A: Yes, cost estimations are needed for each of the electrification strategies in the report deliverable.

Q: What level of detail is expected for the cost analysis: a lump-sum estimate or a line-item breakdown?

A: Cost analysis cost estimates should provide line-item breakdowns of cost by CSI MasterFormat Division #'s and major systems and equipment.

Q: Should the cost analysis cover construction costs only, or should it also include operating costs?

A: Cost analysis should cover both itemized construction cost and avoided operating costs.

Q: Should the study include utility-use and utility-bill projections for each option?

A: Utility use and utility use projections would need to be known to quantify the GHG savings of the alternatives. Utility bill cost projections are requested for the cost analysis.

Q: Will there be a need for 3rd Party DOB Inspections?

A: This RFP covers only a study; construction and permitting are outside its scope.

Q: Will this project need to meet DC Appendix Z regulations of the DC Energy Conservation Code (ECC)?

A: All current DC Building, Mechanical/Electrical/Plumbing (MEP), Energy, etc. codes apply to this study and any subsequent implementation.

Q: Will there be any existing drawings available prior to proposal submission?

A: Yes, DCPL will supply the existing MEP drawings to all bidders. These drawings can be found [here](#).

Q: Would the client accept an increase in umbrella liability to accommodate for a difference in cyber liability insurance? For example, if existing coverage is \$1,000,000 per occurrence/\$1,000,000 per aggregate for Cyber Liability, would increasing the Umbrella Liability to accommodate for the difference be acceptable?

A: No. Insurance requirements must be met as stated within the RFP. These are requirements mandated by the Government of the District of Columbia.

Q: How many months of steam and electricity utility invoices for the MLK Library will be provided, and is interval (hourly or 15-minute) metering data available for steam and electricity? RFP Reference: Section III, Existing Conditions Assessment, Document Review (Page 2).

A: Utility usage information will be provided by DCPL to the successful bidder. DCPL will work with the successful bidder to provide the information in the desired format.

Q: Is data from the GSA Heating Operations and Transmission District system available to the selected bidder, including steam metering at the library and the plant's fuel and electricity consumption and steam production? RFP Reference: Section II, Summary & Background (Page 1); Section III, Document Review (Page 2).

A: Steam metering information will be provided by DCPL to the successful bidder. DCPL will work with the successful bidder to provide the information in the desired format.

Q: Are the following building documents available: architectural, structural, mechanical, electrical and plumbing drawings and specifications, including those from the library's most recent modernization, available in electronic format (CAD, Revit or PDF), along with the building automation system sequences of operation, points lists and trend data? RFP Reference: Section III, Document Review (Page 2).

A: CAD/Revit and utility usage/projection information will be provided to the successful Bidder along with Architectural and Structural PDFs. See above response for MEP PDF drawing access.

Q: Are there planned renovations, capital projects, equipment replacements or changes to the library's steam service agreement with GSA that the study should consider in the timing and phasing of the alternatives? RFP Reference: Section II, Summary & Background (Page 1); Section VII, Implementation Considerations (Page 6).

A: No. There are no planned projects or changes; the existing steam service will be suspended in the timeframe outlined and the study will need to provide proposals for an independent system at MLK.

Q: Are there access restrictions, escort requirements or preferred hours for the Site Walkthrough, including roof access and non-invasive infrared thermography of the building envelope? RFP Reference: Section III, Site Investigation (Page 2); Milestone 2A (Page 3).

A: Yes, all access must be granted by DCPL. The successful Bidder would be granted a contractor badge for access and must coordinate with DCPL for all site visits and surveys. Escorting may be required depending on the activity to be completed per each site visit.

Q: Table 2 lists a licensed professional engineer (PE) or professional engineering firm as an example of expected experience. Is a PE a minimum qualification, or will other credentials of key personnel, such as the Building Energy Modeling Professional (BEMP) and Passive House Institute accredited Certifier, be considered? RFP Reference: Section VII, Table 2, Experience (Page 7).

A: Professional Certifications and Licenses that demonstrate the Bidder's ability to conduct the work required for this RFP will be considered.

Q: Is there a required proposal template for the Bid Summary Table (Table 2) for submission? RFP Reference: Section VII, Proposal Requirements (Page 6) and Item D (Page 9).

A: The Bid Summary Table for use in proposals is provided with the RFP. It is *Table 2: Proposal Summary, Evaluation Criteria, and Points*. Please also refer to Section VII, Item D, for how to complete the table.

Q: Do anonymized sample work products included as appendices count toward the fifty (50) page limit? RFP Reference: Section VII, Methodology and Approach (Page 6); page limit (Page 8).

A: Yes. They count toward the 50-page limit.

Q: Is a fixed fee for each milestone deliverable acceptable, and may optional future services, such as design support for the future design team, be listed separately from the fee for this study? RFP Reference: Section VII, Item F, Budget (Page 9).

A: Bidders may propose any combination of fixed fee, T&M or Hybrid pricing (a combination of fixed fee and T&M) for each milestone for this RFP.

Q: For a subcontract of this size, will DCSEU consider adjusted limits for the anticipated Cyber Liability, Professional Liability and Umbrella insurance requirements, and should any exceptions be identified in the proposal? RFP Reference: Section VII, Item L, Licenses and Certificate of Insurance (Page 10).

A: No. The insurance limits can't be adjusted for any bidder and the limits provided in this RFP are subject to the approval of the District's Office of Risk Management (ORM). These limits are required by the Government of the District of Columbia.

Q: Is a District of Columbia Basic Business License required for a firm located outside of the District performing study services with a limited site visit? RFP Reference: Section VII, Items J and L (Pages 9 and 10).

A: Yes. This study would count as doing work within the District of Columbia. A District of Columbia Basic Business License is required.

Q: Section VII, Item L states that the final certificate of insurance shall comply with Section 7 (Insurance) of Appendix A; however, Appendix A is not included in the RFP. Please confirm the exact name(s) and full address to be listed as the Certificate Holder and Additional Insured(s) on the Certificate of Insurance, for example, Vermont Energy Investment Corporation d/b/a District of Columbia Sustainable Energy Utility, 1 M Street SE, 3rd Floor, Washington, DC 20003, and whether the Government of the District of Columbia should also be named as an Additional Insured. Please also provide a copy of Appendix A or the DCSEU Standard Subcontract template. RFP Reference: Section VII, Item H, Contracts (Page 9); Section VII, Item L, Licenses and Certificate of Insurance (Page 10).

A: Appendix A is represented in the RFP. The table within Section VII, Item L, Licenses and Certificate of Insurance (Page 10) is Appendix A.