What time of day on June 7th, is the proposal due?  If not specified, what is your end of business day? Our end of day is 4:30 but since a time was not specified, submissions until midnight June 7 would still be viable.

Is MMCD’s funding tied to the state’s bonding bills? Would funding for future facility repair and renovations, based on the conditions assessments, be tied to the state bonding bills?

We are a special tax district and as such our funding isn’t tied to the State bonding bills. Since we don’t fall under the “**general obligation bond funding”** clause of B3 we are also not required to follow those sustainability standards.

This scope is primarily an existing building asset assessment, which we have done some detailed versions of these recently.  Has the organization seen a format or type of this study / assessment from other municipalities or agencies that helped you outline the request?  We encourage prospective submitters to provide, if possible, a sample of what they have done for other clients. That being said, an example of one that we would consider comprehensive is found here

<https://www.usg.edu/facilities/assets/facilities/documents/foc/BOR_Facilities_Condition_Assessment_Report_Template_07.17.18.pdf>.

There have been a few questions related to the Sustainability Study called out in our request. The most clarifying statement that can be made is that we do not have the internal expertise to advocate one standard over another. We are looking for advise from respondence on if presented with a clean slate what would they advocate with the understanding of our fiduciary responsibility to taxpayers plus our wish to be good stewards to environment.

* With regards to the sustainability study, does MMCD have a specific standard (LEED EBOM, Green Globes, etc.) that they are looking to follow in terms of “grading” their facilities on sustainability.  While the philosophies are generally the same, the measures and requirements are different.  We do not have a specific standard we follow. And we are not mandated by statute to follow a specific standard. This gives a lot of flexibility in a proposed program. We are generally looking for recommendation to improve.
* Also, with regards to sustainability and energy efficiency, is MMCD looking for ASHRAE Level 1 or 2 EAs, or just comments on potential energy savings upgrades associated with capital renewal recommendations within the 10-year evaluation period? We are in the process of benchmarking our facilities through B3. A level 1 walk-through should be sufficient in providing us with a starting point in obtaining no cost, low-cost improvement data.
* Does MMCD have any specific sustainability metrics, or a rating system preference if that route is something determined to be a value to the agency? Ex. USGBC-LEED, Well-Building, Net-Zero, Minnesota B3, Passive, etc. (there are a lot of systems, and each has their points of value!) So true, the choices are endless. We have no statutory requirements for us to follow any specific sustainability standard. We are in the process of benchmarking our buildings through B3 and partially participate in community solar with our utility company.
* Under RFI response: Provide a description of the organization’s experience providing a sustainability study? There are many types of sustainability studies, is the District looking for experience with energy audits? We are unsure what is possible, we are looking for what has been done for organizations of similar size and resources.

Does the District currently have an asset management software in place?  If so what is the District using?  We do not have CMMS or asset management software. We are in the process of making some structural changes that might warrant a closer look at that type of software in the future.

Please confirm if a detailed code assessment is required, or if a checklist focused on readily visible issues is sufficient? Documentation of visible deficiencies with corresponding code violation will suffice.

Please clarify the level of detail that is required to address ADA compliance for the facilities. A Level one is a checklist-based visual review that is acceptable by ASTM E2018-15 Baseline Guide for Property Condition Assessment. A level two assessment typically involves a carefully measured documented review of each ADA compliance issue. What is the performance expectation for Accessibility compliance in your RFP?  Level One or Level Two? Based on the description provided, Level one.

There have been a few questions on if a space study is required as part of this process. We anticipate, after initial interviews with end users on their future needs, MMCD will require some type of space planning to determine if current locations are viable for our strategic plan. We are uncertain what level of detail is required to meet our goals and defer to respondence on there recommendations.

* With regards to providing guidance to support the decision to maintain all buildings, consolidate or build new, is MMCD looking for guidance mainly related to the existing condition of the subject buildings, or are you also looking for a space planning element to determine how much space the program needs versus what is currently available? We predict existing condition to play a large part in the final determination of a property. As we develop our strategic plan, we anticipate a need to evaluate our current space. This should also have an impact on decisions to relocate or add additional square footage.  There is also a significant change in space needs on and off season. A vast majority of our square footage is warehouse or storage space. During the treatment season, May-October, we move a large amount of product from these spaces. We also take on additional seasonal staff.
* Is there any space programming or best practice for space design anticipated with this scope of work?  For example, is there a need to apply a typical office size and layout standard agency wide for uniformity?  We anticipate some level of space planning is required.
* As a result of the eventual report and discovery, do you anticipate any space test-fit / concept design on existing sites to demonstrate any space needs? There is a significant change in space needs on and off season. The vast majority of our square footage is warehouse or storage space. During the treatment season, May-October, we move a large amount of product from these spaces. We also take on many seasonal staff. As we develop our strategic plan, I do see a need to evaluate our current space. This should also have an impact on decisions to relocate or add additional square footage.
* Can you please confirm what types of drawing you are expecting to be included as part of the deliverables?  Does MMCD have existing floor plans for the subject buildings? There are original drawing sets for each building. Unfortunately, some as-builts have not been updated with building modifications post original construction.

Is there an ultimate schedule of anticipated need of deliverable? There is not. Information from the FCA will be used in developing our strategic plan, maintenance schedules, and capital repair budget. We would be looking for guidance on what is beneficial to those projects and timetables for completion.

Has MMCD performed any existing building analysis separately to this, such as hazardous material assessment and abatements? (Typically not part of our work scope, as it could be hazardous to our team, thus we need to carry a very specific consultant for this investigation and testing). We don’t anticipate this to be part of this scope. Because of the materials used in the function of our work there is a very robust Hazards Plan in place for our facilities. If the need to reconstruct any of our existing spaces arises, I anticipate a more detailed assessment will likely be done as part of that process.