

NYC HDC 2015 RFQ Benchmarking Software Provider – RFIs Addendum 1

- 1) Do the resumes count toward the 10 page limit on the Statement of Qualifications and Experience? Can we use bios and attach resumes as an appendix?

Please attach bios/resumes as an appendix. They will not count towards the 10 page limit.

- 2) The RFQ requires tracking 100% of the tenant energy data and provides three options for fulfilling that requirement. The first option--purchased utility company aggregated data--is a static 12 month data set. Is it a problem in these cases that the tenant data will be static but the owner meters--connected directly to the utility--are updated monthly?

I also wanted to pass along my thoughts on option two and three for gathering tenant data. In our work benchmarking 34,000 buildings around the country we have tracked ~50,000 tenant meters. We have almost never succeeded in getting 100% of the tenants in any given building. The only exception to this is when utility companies offer landlord portals (all tenant data available to building owner on a monthly basis, example for very small buildings, less than 5 units). Unless ConEd decides to offer a landlord portal, I don't think gathering 100% of tenant data is possible for buildings under 50k sqft.

Lastly, option three references the sampling protocol outlined in the recent HUD guidance for utility allowance calculations. We agree with most of the protocol except the requirement to sample each bedroom type. Our data scientist has looked into tenant data sampling extensively--from data in our own database--and found that scaling based on square footage--independent of bedroom type--results in accurate extrapolations with fewer required sample apartments.

Please prepare proposal based on your past experience and expert inputs. However, we request you to clearly include/explain in the proposal any assumptions/exceptions you make.

- 3) Will there be a period in which perspective vendors are allowed to ask questions to NYCHDC regarding the RFQ?

Questions to the RFQ will be answered on an as requested basis.

- 4) Are the buildings mentioned in the RFQ currently being benchmarked?

Buildings 50,000 and above are required to benchmark pursuant to LL84. HDC/HPD are looking to benchmark all of the buildings financed regardless of size, as deemed feasible by the financing program.

- 5) If they are being benchmarked, what is the city looking to improve?

The City is looking to improve value to building owners by utilizing technology to substantially automate the data gathering process and improve data quality from benchmarking.

- 6) Is the benchmarking data (energy bills, electric, oil, etc.) currently available?

The benchmarking data will have to be collected, after the owner has entered into a contract with the benchmarking software provider firm.

- 7) How is the benchmarking data (energy bills) currently being aggregated by the person(s) benchmarking the buildings?

Not applicable.

- 8) If the benchmarking data is available, what format is it available in? Electronic, Paper Bills, Online Accounts?

This will have to be discussed with the property owner prior to finalizing contract details.

- 9) Will the selected vendor have access to all account numbers?

This is not a RFP but a RFQ. The RFQ will only pre-qualify vendors. The owners will enter into a contract with the software providing vendor directly.

- 10) How many oil providers service the properties being benchmarked?

This data will have to be obtained by the software providing firm when entering into a contract with the owner.

- 11) On page 9 of the RFQ, can you please clarify #2 and #3? It's asking for 100% tenant utility account tracking and then a sample of tenant accounts directly tracked. If you could provide more information here that would be very helpful.

Answer: #2 and #3 are options for providing reporting on tenant usage and solutions/means for tracking 100% tenant population.

- 12) Are you looking for the software vendor to complete the entire ENERGY STAR benchmarking process themselves or will there be designated benchmarking representatives working for the city using the software to complete the ENERGY STAR benchmarking process?

No city representative will be working on the benchmarking initiative. The RFQ will only pre-qualify vendors. The owners will reach out to the vendors directly and enter into a contract. Contract details can be finalized by the vendor at that time.