

Frequently Asked Questions

RFP 4478 – Clean Energy Communities Voluntary Benchmarking Software Tool



NYSERDA

- 1) Per [Attachment F – Budget and Fee Proposal](#), it appears that NYSERDA anticipates awarding a hybrid contract that includes (1) a Time and Materials contract for Tasks 1 and 7 and (2) a per building license fee that covers the remaining tasks (Tasks 2-6 and 9). Please confirm that is what NYSERDA intends.

Yes, NYSERDA anticipates executing a Time and Materials contract. For the Tasks in [Attachment E – Statement of Work and Schedule](#), NYSERDA anticipates that Tasks 1 and 7 will be billed as Time or hourly costs. NYSERDA anticipates Tasks 2-6 and 8 will be a set cost per building per month (building license fee) and would be billed as Materials costs.

- 2) If only Task 1 and 7 will be billed as Time & Materials (as the remaining costs will be billed in a per building license fee) and Task 7 activities have yet to be identified, should:

- the inputs to the Budget Form represent only Task 1?
- the blended Hourly Rates include all proposed staff, regardless of position, who are or may be proposed in Tasks 1 and 7?
- this blended rate be weighted by number of hours proposed?

Please see responses to questions #1, #47, and #48 for detailed instructions for what tasks are time versus materials, how to determine the blended rate for Table C, as well as how to fill out the budget form tab total cost.

- 3) If the above is not what NYSERDA intends, please provide additional guidance on how to present pricing and further clarification of the text in [Attachment E](#), Task 5 of the [RFP](#), that indicates the customer support should be included in the building license fee and that all hours for Tasks 1-9 should be billed monthly, which would create a double count of some hours.

Correct, this is how NYSERDA intends on comparing pricing estimates from each proposer.

- 4) What do the 100 hours in Table C represent? Are those to be used just for comparison purposes or will the contractor be held to those?

Correct. Those are for comparison purposes to better understand how much it might cost for specific customization requests by NYSERDA, i.e. tasks not

listed in [Attachment E – Statement of Work and Schedule](#).

- 5) Please clarify what is meant by, "NYSERDA will oversee the costs and use of the benchmarking tool software...", found on p. 3 of [Attachment D](#). This is to make sure NYSERDA is not billed for any tasks outside the SOW ([Attachment E – Statement of Work and Schedule](#)). NYSERDA retains the authority to approve the costs of anything above and beyond the tasks listed in the SOW. NYSERDA will also approve user access to the Benchmarking Software Tool.

- 6) In the main [RFP](#) document, it states on Page 5, last paragraph, that "The utility benchmarking software should include a method for importing data in a defined file type including extended historical data (1-3 years historical data) sourced from a building owner's agent, utility company or other means outside ENERGY STAR Portfolio Manager®." Please confirm that while the tool must have this capability, the selected contractor will not be performing the actual data entry tasks, nor will they be pursuing building owners or stakeholders to get their energy usage data.

Correct. Battle of the Buildings building participants will enter their data into Portfolio Manager. Extended historical data may be entered by the implementation contractor or via utility companies Web Services in individual Portfolio Manager accounts. The benchmarking software tool provider will not be asked to perform data entry.

- 7) Please confirm that in the case of energy consumption data, missing data will be entered by the stakeholder into their ENERGY STAR Portfolio Manager® account, and the tool will perform ingestion of that data via ENERGY STAR Portfolio Manager®? Is the intent to allow a stakeholder to enter data directly to the tool?

Yes, building participants will add data to Portfolio Manager, and any missing data will be remedied by the building owner within their Portfolio Manager accounts. The vendor will pull data daily from Portfolio Manager into the 3rd party tool. NYSERDA does want the ability to enter data directly into the tool in the event that Portfolio Manager is down.

- 8) In [Attachment G – Sample Agreement](#), it references 2017 Report Content Guide. Is this still the current version?

Yes, this is the current version, but in the Sample Agreement, the Report Content Guide is intended for project reports and white papers. It's applicable at NYSERDA's discretion depending on the deliverables. NYSERDA will determine its applicability during contract negotiations.

- 9) In [Attachment G – Sample Agreement](#), the Agreement references Exhibit F, called [Web-Related Contract Addendum](#). Is this one in the same as [Attachment H in the RFP](#)?

Yes, please refer to [Attachment H – Web Related Addendum](#). The [Sample Agreement](#) is essentially just a template that is standard in nearly all NYSERDA agreements.

- 10) In [Attachment G – Sample Agreement](#), Exhibit A (Page 3 of 53) references a [Project Schedule Template](#). The [RFP](#) calls for a Gantt chart to be submitted as part of the RFP Response. Is that schedule submitted as part of the RFP intended to be inserted here, upon award, or is there a specific template NYSERDA needs to be submitted as part of the RFP response, and if so, please issue the Template as part of the RFP.

Proposers may supply a proposed schedule in Gantt chart format but may also submit their proposed schedule in other formats (see [Attachment D - Proposal Outline](#)). NYSERDA will, however, negotiate the Project Schedule in Gantt chart format with the awarded vendor. The instructions for the Gantt chart are outlined in Task 9 of the Statement of Work (Attachment E).

- 11) The [RFP](#) calls for two, two-year contract periods, however [Attachment E](#), Page 6, paragraph 4 requires the Contractor to maintain all data for a period of 10 years. Will NYSERDA agree to a transfer of the records at the conclusion of contract, or agree to fund the storage costs to keep them on-line and accessible via web access?

NYSERDA would like data maintained for 10 years, but will need a bulk export of data at the end of the agreement. This will be addressed during contract negotiations with the awarded vendor.

- 12) The [RFP](#) document, Page 10, Section 4, calls for the upload and storage of items such as Utility Bills in PDF format, as well as “capital facility reports or documents (e.g., previous benchmarking reports, energy audits or operation and maintenance manuals)”. Will these uploads be done by NYSERDA personnel or can any stakeholder, such as building owner, upload them?

This is something asked in the additional functionality and benefits sections of the RFP and is not a requirement, but may enable your proposal to score higher if available. If your system does perform these services in other capacities, please share this information and your current data security protocols related to protecting stored documents.

- 13) What formats of documents is the tool expected to support (PDF, Word, Excel, Power Point, scanned images/pictures) and will there be any expected QA/QC of the documents and contents, such as scanning for malware or executable files as part of the upload and archiving process?

This is something asked in the additional functionality and benefits sections of the RFP and is not a requirement, but may enable your proposal to score higher if available. It is preferable that the benchmarking software tool be able upload and store all formats listed, but at a minimum, it must be able to upload pdf, Excel (XML or CSV), and Word documents.

- 14) In the [RFP](#) document itself, Page 10, paragraph 4, it calls for “Ability to upload and store copies of PDF utility bills with cybersecurity protection to protect customer utility account numbers and customer-specific usage information”. Define what NYSERDA feels “cybersecurity protection” is for these PDFs, is it access control (Only stakeholders and NYSERDA staff, for example) or something more stringent such as redaction or removal of specific data fields. If the latter, since utility bills between utilities are not standardized, will the contractor be required to perform redaction or removal on a manual basis?

This is something asked in the additional functionality and benefits sections of the [RFP](#) and is not a requirement, but may enable your proposal to score higher if available. It is not likely that NYSERDA will collect and store utility bills. If your system does perform this service in other capacities, please share this information and your current data security protocols related to pdf images.

implementation contractor works with participants to remedy data issues.

15) Will the RFP 4478 informational webinar recording will be available?

Yes, the webinar recording is available here: [RFP 4478 webinar recording](#). Contact Ryan Moore at ryan.moore@nyserda.ny.gov. if you have additional questions.

16) Can you provide more details as to the functions expected of the implementation contractor?

The implementation contractor for the CEC Battle of the Buildings Program will be responsible for coordinating with participating communities, ensuring the buildings in those communities are correctly uploading data into their respective Portfolio Manager accounts, and tracking community progress for the Battle of the Buildings competitions.

17) Has the benchmarking implementation consultant been selected? If not, is there a conflict of interest if the CEC Voluntary Benchmarking Software Tool provider also applies to the bid for the implementation of the CEC Voluntary Benchmarking and Battle of Buildings effort?

The work of the Battle of the Buildings implementation contractor is being selected through a mini-bid process from NYSERDA's pre-qualified FlexTech contractor pool. To be included in this pool, proposers must first apply to the [FlexTech Consultant Statewide Services \(RFP 3628\)](#) to be considered and be an approved FlexTech contractor by the time the mini-bid solicitation is released. The average time to apply and be approved to be a FlexTech contractor is approximately 4-6 weeks. If firms are interested in also applying for the separately procured Battle of the Buildings implementation contractor mini-bid, they should apply to be a FlexTech contractor as soon as possible.

18) Is NYSERDA planning to have building owners share their ENERGY STAR Portfolio Manager® account with NYSERDA through webservices or download the information using the Portfolio Manager Report Data Request function.

Building owners will share their Portfolio Manager account data with NYSERDA's Portfolio Manager account. The vendor is asked to pull that data from NYSERDA's account using Web Services. We are not anticipating using report data requests. We expect some data quality issues with Battle of the Building participants and the need to pull data daily via Web Services after the separately procured

19) Is there a preference for NYS or US-based organizations?

No, proposers located outside New York State or the U.S. will not be penalized during the Scoring Committee's evaluation of the proposals. However, proposers should indicate if they have an office within New York State and describe the ancillary benefits to NYSERDA or New York State. Also, data must be stored within the continental United States.

20) Can any references come from current NYSERDA staff from other divisions?

Yes, proposers can provide references from NYSERDA staff or other divisions, as it applies to the proposer's benchmarking software tool or related experience. However, NYSERDA would still like three external references if a NYSERDA reference is included.

21) NYSERDA provide a list of attendees from the RFP 4478 Informational Webinar?

No, NYSERDA will not be providing the list of attendees.

22) Is the two, two-year option to renew is in addition to the four-year standard agreement?

Yes, the initial agreement will be for four years and NYSERDA will have the option to renew the agreement twice (two years per renewal) for a total contract period of up to eight years.

23) It is not clear how NYSERDA intends on getting ENERGY STAR Portfolio Manager® account data. Please confirm if all data will be in a single NYSERDA ENERGY STAR Portfolio Manager® account to access?

Yes, NYSERDA anticipates all Battle of the Building participant data to be available through one NYSERDA Portfolio Manager account.

24) You just said you want to hold the license, yet the RFP describes using the tool as a service. What do you desire?

NYSERDA is looking to own the data pulled into the tool from Portfolio Manager. NYSERDA would like to license the tool in a software as a service style arrangement.

25) If we have a SAAS (software as a service) license agreement can we submit that as an attachment to your contracting documents?

Yes, however we still want the proposer to provide an explanation of the key parallels and gaps between their license agreement and what

NYSERDA includes in the Sample Agreement (Attachment G), Statement of Work (Attachment E), and Budget and Fee Proposal (Attachment F).

26) Data integrity - Is the Benchmarking provider expected to analyze data issues for the full data chain including but not limited to whether the building team has uploaded their data, whether there is a glitch in ENERGY STAR Portfolio Manager® or its API servers, and Benchmarking providers own databases and presentation layer? If so, at what level of granularity and frequency?

NYSERDA requests that the vendor has the ability to determine any issues in Web Services that cause data collection to fail and identify if it is a Portfolio Manager issue versus an issue on the vendor side. The remedy of that issue may fall within the scope of NYSERDA, ENERGY STAR Portfolio Manager®, the awarded vendor, the separately procured implementation contractor or other parties. This will be an important discussion item during contract negotiations when finalizing the Statement of Work. NYSERDA expects data to be pulled daily from Portfolio Manager. Other data quality issues identified using Class I and II reporting will be the work of the implementation contractor who will utilize the Benchmarking Software Tool, one-way communication process, and follow-up with building owners to have them revise incorrect values within their Portfolio Manager accounts.

27) Customization - Clarify as to whether this means customization (under a Non-Recurring Engineering clause) with NYSERDA) or configuration at the user/organization level.

NYSERDA seeks an off-the-shelf solution that does not require a lot configuration. We do leave room for configuration of the tool in Task 1 of the [Statement of Work](#). Proposers should ensure the reports outlined in the RFP are available to NYSERDA users and that only minor configurations to the tool may be needed, if at all. NYSERDA seeks data error reporting that borrows from Portfolio Manager's already established data checks. NYSERDA anticipates some customization to develop a building level report card type report that would be consumer-facing and contain more summarized information as visuals, used in the Battle of the Building effort. For this and other configurations needed, NYSERDA seeks proposers to fill the gaps between what NYSERDA requests in the RFP and what your tool currently can do as outlined Task 1 in [Attachment E – Statement of Work](#). To be clear, this may involve some engineering or software related configurations to existing reporting features and would not just solely be configuration at the user/organization level.

28) Push/pull data – As a proposer that pulls building information and push only meter information, albeit only electricity. Is this sufficient to demonstrate Web Services capabilities?

Yes, this would satisfy our requirements.

29) Can NYSERDA clarify what it means to "calculate and analyze performance metrics (e.g., EUI, greenhouse gas emissions, cost)..." since ENERGY STAR Portfolio Manager® already calculates GHG in their portal. Are we to duplicate? Specify which performance metrics are required versus bonus. Of the 1,637 Custom Reporting Metrics available within Portfolio Manager, NYSERDA anticipates collecting approximately 100 data points specifically related to basic property information, energy use by fuel, energy and cost performance metrics, GHG emissions, renewable energy/green power, and ENERGY STAR® certification. Additionally, there are approximately 14 Data Accuracy metrics within Portfolio Manager for default values, estimated values, and alerts on data integrity that will need to be captured in order to provide the Class I Data Error Reporting required in [Attachment B](#). **If data needed to be entered into the tool directly in the instance that Portfolio Manager is down, we do want the tool to be able to calculate EUI independently from Portfolio Manager.**

30) Presentation into other platforms - What is the initial use case and timing requirement? Can this be a phase to for native inclusion? Some proposers use React Native which presents well in any of web page (iFrame, for instance), tablet or phone. Does this requirement apply to all widgets and reports? Reports? Who controls access? What are the security measures in place? Who is liable for security breaches of supplied information? Does the connection need to be live and if so, see the security questions?

Please see answer to question #32, regarding embedded dashboards and answer to question #36 regarding confidentiality and security protocols of software tools.

31) With regard to Customer Relationship Management (CRM), does this need to be a salesforce connector? Does Dynamics 365 CRM qualify? Is the integration work required to enable secure bi-directional interfacing with a CRM under a separately funded agreement?

NYSERDA does want to know about the CRM functionality of your tool and its compatibility with Salesforce. The first term of the contract does not require sophisticated CRM capabilities or integrations. NYSERDA wants to have a means of one-way "canned" communication to highlight issues

in benchmarking submissions for the Battle of Buildings program. If proposers have the technology or skills to further integrate a CRM system that works two-ways, please share those capabilities as NYSERDA anticipates this tool will transition to a benchmarking mandate environment. In that future case, NYSERDA needs the tool to manage a covered building list of facilities for compliance, tracking of benchmarking submissions, tracking applications for variances and more.

32) Please define, "ability to embed building performance dashboard into other websites."

Any dashboard views of aggregated summary information on building performance in the Battle of the Buildings program will need to be able to be viewed dynamically on various webpages. For example, if it is a Tableau dashboard, NYSERDA prefers filtering options and users can interact with the dashboard on the webpage (hosted by NYSERDA or other). Dashboard views should not be screenshots or a link to the dashboard that takes them to a different web page.

33) Are capital facility reports, documents, projects, visibility of sustainability et. al. required on initial deployment? Does this mean that Benchmarking vendor must provide a full portal for ECM management to end-users - meaning cost tracking, performance reporting, depreciation schedules, etc. all configurable to the business rules of the individual participants?

No. NYSERDA asks about this capability for a future use case (in anticipation of a benchmarking mandate), but it is not required. These are asked as part of additional functionality and benefits sections of the [RFP](#).

34) Is the benchmarking software tool company vendor excluded from also applying to be an Operations & Maintenance (O&M) insights consultant?

If this is in reference to the Battle of the Buildings implementation contractor, the answer is no. Bidding on the benchmarking software tool work does not exclude a proposer from applying to the Battle of Buildings implementation contractor mini-bid. There is no aspect of the scope of this RFP that asks for an O&M insights consultant. NYSERDA asks proposers to describe any additional functionality or benefits where the tool automatically identifies O&M opportunities.

35) The RFP states NYSERDA is seeking the "ability to offer an off-the-shelf customer relationship management experience for building owners on reminders to comply and information on issues with their submissions once submissions are received by NYSERDA's ENERGY STAR Portfolio

Manager® account" Can you define off-the-shelf in the context of this RFP? Is this more than a newsletter or automated triggers (email) regarding data integrity? At what level is Benchmarking vendor expected to inform participants about compliance and submission issues? Simple data is missing, or at what point is data missing?

In Task 8 of Attachment E – Statement of Work, NYSERDA anticipates using “canned” one-way emails for use in the Battle of the Buildings program. The separately procured Battle of the Buildings implementation contractor will be responsible for following up on any one-way outreach from the software tool to building participants to encourage compliance with program participation. In anticipation of a statewide benchmarking mandate. Proposers should share any current functionality or ability to incorporate two-way CRM functionality to communicate issues and track progress of benchmarking submissions with building owners.

36) In Section 3 of the RFP, Deliverable 3b specifically identifies the desire for a SOC 3 within 6 weeks of contract execution. As a small business, a SOC 3 report is not always economically achievable. If a company's offerings have been vetted for security and used in multiple utility-based program implementations as well as other NYSERDA offerings, is a SOC 3 a mandatory requirement? If a SOC 3 is required, would it be sufficient to have an auditor engagement letter that the company is pursuing a SOC 3 attestation?

The Statement of Work (Attachment E) provides an example of the types of terms NYSERDA expects the vendor of the benchmarking software tool to provide. This is a document that will undergo some negotiation with the awarded vendor. The specific data points to be collected for the purposes of the Battle of the Building program will define the security controls and are subject to change as the contract and SOW is finalized. Please review the Sample Agreement (Attachment G) Article VIII Rights in Formation; Confidentiality Section 8.01 Rights in Contract and Proprietary Information (e), which references the New York State Information Classification Policy (NYS-S14-002) and the New York State Information Security Controls Standard links for a broad understanding of the requirements depending on data being collected.

37) In situations where we are unable to obtain invoices from the utility or supplier, what is the expectation on forwarding the invoices to selected provider? Would you prefer we contact

the various locations each month to obtain any missing gaps?

The vendor's role will be to use Portfolio Manager data accuracy metrics to report on any gaps and missing data and provide a means for one-way "canned" communication of data gaps to building participants. A separately procured Battle of the Buildings implementation contractor will be responsible for following up with building participants to remedy data issues in their respective Portfolio Manager accounts.

38) Regarding integration with Tableau – is there a certain file type NYSERDA typically works with when importing data?

For Tableau, NYSERDA prefers CSV file types.

39) Is NYSERDA planning to publish a list of MWBE/SDVOB vendors interested in subcontracting opportunities?

No, we do not plan to provide a list of MWBE/SDVOB vendors. We expect proposers to seek out sub-contractors that they would like to partner with on this RFP. NYSERDA directs proposers to the MWBE directory found here: <https://ny.newnycontracts.com/frontend/searchcertifieddirectory.asp?>

40) During the webinar, NYSERDA referenced a webpage that covers IT Security Requirement, in addition to Attachment H – Web-Related Addendum. Can NYSERDA provide the direct link?

Please refer to the response in question #36, but the IT Security Requirements are listed on NYSERDA's website at <https://www.nyserda.ny.gov/About/Doing-Business-with-NYSERDA> and refer to the Information Security section of the page, however, these links can be accessed directly through the following links:

- [Vulnerability Scanning Standard \(NYS-S15-002\)](#)
- [Security Logging Standard \(NYS-S14-005\)](#)
- [Patch Management Standard \(NYS-S15-001\)](#)
- [Encryption Standard \(NYS-S14-007\)](#)

41) Regarding eligibility for the RFP, we (the proposer) are in the process of getting approved as a ENERGY STAR Portfolio Manager Web Services Provider, but we are not likely going to be added to this list before the November 4th due date. If a proposer is not currently on the list of approved Portfolio Manager Web Services

Provider, does this preclude the proposer from being eligible to apply at the RFP?

NYSERDA recommends proposer's address this in their proposal and provide a detailed explanation on where in the ESPM Web Services process you are at currently. Technically, if the proposer can demonstrate they are in the process of applying to be approved ESPM Web Services list, NYSERDA will be flexible on this. In addition to describing where you are in the process, including the required testing by ENERGY STAR, the proposer should provide an approximate timeline of when they expect to be approved and added to the ESPM Web Services list. NYERDA also recommends including any back-up documentation that would support this. Ideally, NYSERDA would like to know that the proposer will be added to the ESPM Web Services list before the end of 2020 and will not delay launching of the benchmarking software tool.

42) In the RFP, NYSERDA requests that the tool be able to query ENERGY STAR Portfolio Manager on a daily basis for updates. Can NYSERDA confirm that we (the proposer) are pulling down and working with monthly numbers being submitted by Building Owners or their representatives?

Battle of the Building participants add baseline data before a campaign starts in Portfolio Manager which will ultimately be pulled into the tool. A separately procured implementation contractor runs reports in the software tool to identify any data quality issues and asks the participants to fix the data in Portfolio Manager. NYSERDA wants to pull data daily to capture any new and improved data. In other words, revised data will need to replace the older data because NYSERDA expects it to change. Generally, NYSERDA expects ongoing monthly data in the performance period of the competitions to be added quarterly by participants. The data QA/QC process will also take place for the data added monthly/quarterly after the competitions are live to make sure ongoing data is vetted and has little to no errors.

43) Could you please briefly elaborate on how a building could compete in multiple Battle of the Buildings campaigns?

The Battle of the Buildings competitions will happen in quarterly rounds. No building will be in two competitions simultaneously, or in the same round. If there are overlapping jurisdictions doing campaigns during the same time, that building will have to be in one or the other. A building could do four competition rounds in a year. Buildings will be competing against other buildings participating in the same round in the same jurisdiction so the baseline data which looks at the prior year's quarterly data will be used for a comparison. Additionally, if a town

hosts a campaign, and then the county where the town resides hosts a campaign at another time, that same building could be in a competition within a different overlapping jurisdiction.

44) Regarding the earlier M/WBE question, if a team can complete the tasks as outlined in the RFP, is there a requirement to subcontract with an M/WBE?

No, this is not a requirement for this RFP.

45) When is grouping buildings by municipality or jurisdiction for Battle of the Buildings, does NYSERDA have any GIS shapefiles for these buildings or is there any integration with an existing GIS system that would be desired?

NYSERDA is currently working toward defining and developing a system to better capturing GIS locations of buildings or projects. NYSERDA is open to GIS ideas from proposers. NYSERDA does want the software tool to capture high-precision latitude and longitude of the building locations. NYSERDA defines high precision as going out six decimal places on latitude and longitude coordinates.

46) On the "Budget and Fee Proposal" (Attachment F), Table A: there is not a stated timeframe for the per building cost, but your calculation seems to suggest that the number entered into the green cells should be a cost for the full four year period vs. an annual fee (as referenced in the webinar) or monthly fee (as referenced in FAQ response #1). Can NYSERDA clarify to ensure proposer are not out by a factor of four?

Yes, this assumption is correct, the Budget and Fee Proposal (Attachment F) is not doing the accurate calculation in the total. The Total row in Table A should multiply that cost per building by four to get a total cost for the four years. Proposers must still add the per year cost in the green cells and NYSERDA will roll it up to get a four-year number once proposals are received.

To be clear, the selected proposer would bill NYSERDA monthly for a cost per building. We are asking to see an annual cost per building in Table A to get a general sense of total annual cost for materials based on certain building quantities.

47) Regarding the "Budget and Fee Proposal" (Attachment F), NYSERDA stated that the contract will consist of a "Time"-based contract for Tasks 1 and 7, and a fixed "Material" cost per building for all other Tasks. Even after questions and response in the webinar and FAQs, it is confusing how to fill-out the Budget form. Are proposers supposed to complete a

single Budget Form for the entire four-year engagement, is it just for Task 1, or do we complete separate forms to detail each of the tables from the Fee Proposal? If it's a single, blended Budget Form do we (the proposer simply use the Supporting Schedule to detail (for example) how much of the labor breakdown is for the "Time" based elements (Task 1 in particular) vs. the activities in the per building "Materials" section (and then assume 1,000 buildings)?

Proposers should create one budget form. It is correct to say NYSERDA wants labor costs that reflect Tasks 1 and 7, and the other costs associated with Tasks 2-6, and 8 to be included in a cost per building price, which for invoicing purposes would be considered materials. When filling out the budget form, the proposer should put in the labor titles and their rates in the rate/hour column. The average of the rates that a proposer adds to the Budget Fee Tab should be the blended rate that is entered in Table C on the Fee Proposal tab.

For the materials cost, proposers can use the pricing they have for a cost per building per year assuming 1,000 buildings from the proposer's entry in Table A (cell E20) on the Fee Proposal tab. The Attachment F has been updated to include an annual breakout in Table A to better capture materials pricing.

Please note if a proposer has sub-contractor costs, the proposer should add these costs into the labor and materials pricing in the budget form and then explain those costs and relationships in the written portion of the proposal. Use Table A, the budget form tab and your written explanation to provide your proposed pricing consistently and describe how you would propose to charge for the Tasks 2-6 and 8 within a per building fee. NYSERDA is most focused on the cost when there are at least 1,000 buildings in tool.

48) Regarding the "Budget and Fee Proposal" (Attachment F), the instructions are not clear. Should the proposers assume the following:

- 1) Up to 250 buildings: (CLEAR, assume max 250 buildings and give total four-year cost per building)**
- 2) Up to 500 buildings: (NOT CLEAR, does this refer to buildings 250-500 where the price in (1) applies to buildings 1-250? Or does this refer to a flat four-year cost for all buildings if portfolio size is between 250-500?)**
- 3) Up to 1000 buildings: (NOT CLEAR, same as (3)?)**
- 4) Over 1000 buildings (NOT CLEAR, does this refer to marginal cost per building over 1000 or something else?)**

Please refer to the answer to question #47 regarding some general information about filling out Attachment F.

NYSERDA is providing an updated Attachment F with an updated Table A which asks for each year's annual costs and explains that the costs should be cost per building per year. The building quantities presented in Table A are example tiers NYSERDA is using to try to understand how pricing changes depending on how many buildings' data is being captured, managed, and stored. If you provide a rate structure that would apply to all buildings 0 to 1,000 once that quantity is achieved or you have different rates from 0 to 250 buildings and then another rate for the 251st building and so on, use Table A, the budget form tab and your written explanation to provide your proposed pricing consistently and tell us how you would propose to charge for the Tasks 2-6 and 8 within a per building fee. NYSERDA is most focused on the cost when there are at least 1,000 buildings in tool.