

RFP-22-68795

TECHNICAL PROPOSAL

ATTACHMENT F

1. Please list any additional terms and definitions used by your company or industry that you would like the State to consider incorporating in the contract. The State will not accept terms and definitions introduced after award during contract finalization and implementation.

Edwards Electrical & Mechanical has no additions or clarification to the contract document requirements.

2. Please confirm you have carefully reviewed all requirements listed in RFP Section 1.4 and Attachment K Scope of Work. Should your company have any exceptions, substitutions, or conditions for the State's consideration, please list them below. The State will not accept exceptions, substitutions, or conditions introduced after award, during contract finalization and implementation.

Edwards Electrical & Mechanical confirms compliance with RFP Section 1.4 and Attachment "K" – Scope of Work with no exceptions

3. Does respondent require employees to complete specific training courses or hold specific certifications prior to employment? If yes, please provide details.

All Edwards Electrical & Mechanical service technicians are required to have a technical school graduation certification, OSHA Safety Training and an EPA universal certification card which allows him to handle and purchase refrigerant.

4. Does respondent require employees to complete or renew specific training courses throughout employment? If yes, please provide details i.e., which trainings and how often.

In Indiana, there are no required continuing education courses for technicians. However our staff attends technical training classes offered by HVAC-R equipment manufactures when offered throughout the year as well as in-house training offered at the corporate offices. Staff is required to have continuous training in Safety. The company offers training courses in over 50 areas on a regular basis.

5. There are buildings covered under this RFP/contract that have separate Facility Managers. Please describe how you will communicate the scheduling for each of the following with the affected facility and Facility Manager:
 - a. Preventative maintenance
 - b. Seasonal equipment startup and shutdowns

Communications with Facility Managers occurs primarily via email and with phone calls as the situation Dictates. Preventative Maintenance's that don't have an effect on operations are typically done without

notification after initially setting up protocols.

6. What is your process for follow-up, back to building Facility Managers on requested or planned services to their specific building?

If the individuals aren't notified in person they will be notified through the methods indicated in Item 3 above.

7. State why your firm is well qualified to provide the requested services outlined in this RFP.

Edwards Electrical & Mechanical has been providing electrical & mechanical service and construction solutions since 1968. We are a merit shop employer, providing a wide range of HVAC, Plumbing and electrical related services as well as building automation to institutional, industrial and commercial customers. Employing approximately 500 workers. We have a record of continued growth of diversified services within our industry areas as well as within our customer base.

8. Confirm your adherence to the scope of work and provide details of how you plan to meet the State of Indiana's needs. Describe the tools, strategies, equipment, and resources you would use to complete the contract scope of work both on a routine and on an emergency basis?

Edwards Electrical & Mechanical has been performing this scope of work for 23+ years for the IGC, and looks forward to continuing and improving. Through the years the needs at the IGC have changed but our commitment to customer satisfaction has not. Our continual maintenance program that was started several years ago has been successful and is our expected method for routine maintenance. This is achieved through 60 day visual inspections of equipment and repairs completed as needed.

This helps keep down time to a minimum, the AHU validation program to increase life expectancy of the AHUs, and will allow for potential savings on parts such as belts and filters that are billed back to the state. This program has also helped identify units/systems that need attention on a more regular basis. That has also helped identify areas for future engineering/design changes.

The wide variety of skill sets and certifications (i.e. backflow preventer testing, NICET certification) that our on-site technicians have allowed us to keep costs and response times down. One very beneficial piece of equipment that we have is the load bank generator testing machine. Owning this piece of equipment allows us to save costs on rentals. This savings can be passed on to the state through lower costs on our bid. Companywide we have an extensive range of skills, manpower and equipment to maintain and engineer Electrical, Plumbing, & HVAC/R systems.

The vast majority of emergency services will be performed by the on-site technicians as needed and requested by the project manager and the state's representatives. But the on-site technicians do have full support from the rest of the company if needed in an emergency.

9. Please provide any IOSHA citations your company has received in the last five (5) years and how those citations were abated.

Edwards Electrical & Mechanical is proud to report that we have received no citations in the last 10 years.

10. Describe your process for confirming/ensuring accuracy of monitored systems, i.e., space temperatures, various pressures monitored and any other monitored devices and systems.

Calibration of these systems is typically performed as needed during the maintenance and repair of a piece of equipment. An audit of these systems will be completed by the Metasys Technician on an annual basis. Monitoring of alarms and response to alarms are completed on a **daily basis**.

11. The services to be performed under this contract are vital to the State and must be continued without interruption. Please describe your firm's willingness to retaining current contract facility maintenance personnel.

Edwards Electrical & Mechanical intends to maintain the current staff. Any technician who is to be added to the contract will have a resume submitted for approval from the State's representatives. Interviews with the proposed technician will be scheduled, if necessary. Any staff member that has the potential of being transferred will be discussed, in advance, with the state to insure acceptance. Edwards has significant depth in service capabilities and would appropriately match the needs of the State facilities with the capabilities of the personnel to be suggested for inclusion.

12. The state reserves the right to approve all new employees for this contract, prior to the individuals starting. Additionally, the state reserves the right to approve the removal or replacement of a current employee when the removal is not for disciplinary action or employee's failure to perform. What is the replacement process in the case of a proposed team member departing?

See response to Item 11 above.

13. Please provide an example of where your firm has provided these contracted services on a similar size facility. Please provide start date, size of contract, and whether your firm's services replaced a previous service provider.

Dow Agrosiences T&M contract since 2002, approx. \$2.0M/yr. with 24 staff members. The work for Dow started with one individual and has grown due to the quality and variety of services required. Edwards Electrical & Mechanical has been at The Indiana State Government Center since 1996 and has grown over the years to 13 staff members and to approximately \$1.8M/yr. Edwards Electrical & Mechanical has had numerous facilities management contracts including state contracts for the Indiana Museum Center and Larue Carter Hospital. We maintain a variety of Maintenance and Repair Services

14. Names and resumes of all personnel intended to fill the staffing needs will be given prior to contract execution. The State has to right to approve or deny staff recommendation. Please state your company agrees with this requirement.

The **requirement** for listing names of employees to be assigned to this project was moved to be required at time of notification of award.

15. Please explain how the service for the qualified air/water balancing individual is anticipated to be accomplished.

Air balance contract is contracted directly by the State and is no longer part of the contract.

16. Please explain how the service for Cleaning, calibration, and testing of all UPS batteries, including gravity and voltage readings is anticipated to be accomplished.

UPS service contract is contracted directly by the State and is no longer part of the contract.