



## REQUEST FOR PROPOSALS (RFP)

**Title: Walden Square Apartments Exterior Envelope Retrofit Solution Provider**

### SUMMARY OF PROCUREMENT

RMI has recently been selected by DOE's Advanced Building Construction Initiative to demonstrate next-generation whole-building retrofit approaches. The team will be demonstrating a whole-building retrofit solution using a high performance envelope and new "Integrated Mechanical System Pods" at Walden Square Apartments, which is a low-income multifamily property located in Cambridge, MA. The team is seeking a vendor to support the design, engineering, procurement, and installation of the high performance envelope retrofit system (the "Bidder").

#### **About RMI**

RMI decarbonizes energy systems through rapid, market-based change in the world's most critical geographies to align with a 1.5°C future and address the climate crisis. We work with businesses, policymakers, communities, and other organizations to identify and scale energy system interventions that will cut greenhouse gas emissions at least 50% by 2030.

For nearly 40 years, RMI has utilized our unique techno-economic expertise and whole-systems thinking to both publish groundbreaking research and analysis. We bring together collaborations of rare reach, range, and expertise—creating unconventional partnerships and mobilizing action to drive change on the massive scale needed to combat the climate crisis.

#### **About RMI's REALIZE Initiative and The Project**

REALIZE, inspired by Energiesprong developed in the Netherlands, aims to catalyze the zero carbon residential revolution. REALIZE is a market facilitation platform that seeks to establish high volume net zero carbon retrofit delivery programs across the US. Market facilitation activities include aggregating retrofit demand while coordinating the supply chain to deploy high-quality, prefabricated retrofit packages that are easy to install and are financed through utility cost savings. Our vision is a future where buildings are heated, cooled, and powered using renewable, non-greenhouse gas emitting resources and where historically disenfranchised communities are fully included in the benefits and can take part in the new workforce it will take to get there.

The Project, A Recipe for ABC Multifamily Retrofits: Technologies, Financing, and Project Delivery, is a collaborative effort led by RMI with support by project partners including Open Market ESCO, Signetron, TKFabricate, Staengl Engineering, Optimized Thermal Systems, Morben Technologies, Lawrence Berkeley National Lab, Reisen Design Associates, David Baker Architects, and various vendors. The project will be demonstrating whole building retrofit solutions on two demonstration sites using advanced building construction process and pre-integrated decarbonization technologies.



**ENVELOPE SOLUTION SCOPE OF WORK AND FUNCTIONAL NEEDS**

The team is seeking a partner to collaborate on the design, engineering, fabrication, and installation of a high-performance building envelope solution(s) that can be applied at Walden Square Apartments Buildings 1-3. The pilot buildings are each 3-stories tall, with a total of 30 units and approximately 24,000 sf of gross wall area, with approximately 25% window to wall ratio, minimal existing insulation, and single pane windows. The proposed envelope solution should meet the requirements listed in Table 1. Envelope Solution Functional Needs.

The scope of work will include two phases: (1) the design assist phase, and (2) the implementation phase. Phase 1 will be contracted through Open Market ESCO, an affiliate of the building owner, whereas Phase 2 will be contracted through RMI.

Phase 1: Design Assist Phase

The Project Team will evaluate existing conditions including structural review and laser scan to develop as-built elevations, wall sections, and floor plans. Following this 4-6 week Existing Conditions phase, the Bidder shall lead a collaborative 12-week design development phase, with support from the architect and relevant experts, to design the envelope solution(s) for the demonstration site. Design Assist activities shall include, but not be limited to, performing field measurements, ideate products and solutions, and develop schematic design documents including, but not limited to, typical wall and roof sections as well as project cost estimates. This Design phase will be supported by the architect and experts, and may consider 1-2 solution approaches, including all necessary components to satisfy Table 1 below, for all three low-rise buildings.

Phase 2: Implementation Phase

Bidder will finalize construction pricing for the selected system(s), and be released on developing all contract documents necessary for permitting and construction, including shop drawings. Upon successful completion of shop drawings, Bidder will be released on installation of the retrofit envelope system.

**Table 1. Envelope Solution Functional Needs**

Functional Need	Requirements	Project Goals and/or Preferred Targets
Energy Performance	Effective wall R-value range: R-20 - R-30 Whole window u-value: 0.18 - 0.26	Wall R-value may be reduced with improved window performance. Iterative energy modeling (by others) will be available to support final energy performance specification.
Thermal Bridging	Continuous insulation	



Air Tightness		Target infiltration: 0.08 CFM50 per sqft wall area
Moisture Management	The proposed panel system must satisfy owner project requirements for vapor control and water management. System must serve as building's new air, vapor, and thermal barrier.	
Code	Must meet all applicable codes	Architect to support code analysis and applicability
Dimension & Weight	Wall panels must not exceed 10 psf	Final weight limitation to be determined by others
Attachment	Must include attachment to existing exterior wall and/or foundation. Attachment should minimize thermal bridging	Installer responsible for system engineering
Embodied Carbon		Materials with low embodied carbon footprint preferred
MEP Integration	Integrate mechanical penetration in the wall panel as needed	
Transport Considerations		Panels should be designed for same day delivery and installation

### OUTPUT/DELIVERABLES TIMELINE

Bidder Agrees to provide the below deliverables during the project period:

Deliverable number	Deliverable name	Milestone due dates
1	Phase 1: Schematic Design Details: typical wall section, panel-to-panel joinery, wall-to-roof connection, MEP penetration detailing	12 weeks from Design start
2	Phase 1: Project pricing, including material and labor	12 weeks from Design start
3	Phase 2: Fully engineered construction drawings/permit set/shop drawings	Within 8-12 weeks of completing Phase 1
4	Phase 2: Final installation costs, broken out by material and labor	Within 8-12 weeks of completing Phase 1
5	Phase 2: Complete installation of the retrofit envelope system	Within 6-12 months of securing building permits

**Duration**



The contract will be set up in two parts and will be contracted with two organizations.

1. The Design Assist Phase will kickoff as soon as we select the vendor and end around June 2024, and will be contracted with Open Market ESCO. The Design Assist phase is intentionally expedited, including a 6 week Existing Conditions phase followed by 12 week Design phase.
2. The Demonstration Implementation phase will start immediately after the Design Assist Phase and end when construction is completed and commissioned, which is targeted to be done by August 2025, and will be contracted with RMI.

### **Expenses**

Expenses will not be reimbursed, and as such, should be included in total bid price as necessary.

## **GUIDELINES FOR PROPOSAL SUBMISSION**

### **Requirements**

The selected tenderer will be able to demonstrate capacity in similar work, particularly:

- Experience in and/or the ability to work with prefabricated retrofit wall panels
- Ability to install prefabricated wall panels
- Ability to price different approaches to insulating and cladding existing buildings
- Understanding of on-site vs. Off-site pre-fabrication approaches for building envelope assemblies
- Located in close proximity to the demonstration site in MA (21 Walden Square Road, Cambridge, MA)
- In-house and/or access to drafting and engineering services
- Ability to deliver engineered, stamped drawings acceptable for construction contracting and permit submission

### **Proposal Content**

Tenderers should submit:

- A statement of interest that includes a description of how the above Requirements are met
- Basic Background
  - Tenderer's official name, address, and contact information
  - Name, position, address, and contact information of person who is authorized to make decisions or represent the tenderer
- Company Overview
  - Information about company's focus, philosophy, products, and services as they pertain to this scope.
- Company Qualifications



- A CV or CVs of core team
- Examples of and references for similar work
- Specifications & Response to Functional Needs
  - Written responses demonstrating how Functional Needs will be met via any of the following: 1) an existing solution, 2) approach your team would take to making customizations to an existing solution, 3) examples of past projects that included this requirement, or 4) if this cannot be provided, why
  - Specifications of standard product with potential customizations to meet Functional Needs highlighted
- Project Delivery & Cost Estimate
  - Delivery and Installation approach – please indicate if this is done in-house or by another contractor or partners
  - Design assist fee for the Design Assist Phase
  - Estimated cost target (\$/sf of wall area) for the Installation Phase

Proposals, including all supporting documents, should be written in English and financial information should be provided in USD. Supporting documents may be in another language, provided they are accompanied by an accurate translation of the relevant passages in English.

RMI is aware that information contained in a proposal may indicate a tenderer’s current operations and may be confidential. Therefore, RMI requests that any confidential information in a proposal be clearly identified as such and RMI will treat it as confidential.

All materials submitted with a proposal become property of RMI. RMI will have the right to use all ideas or adaptations of the ideas contained in the proposals received subject to clearly identified confidential or proprietary limitations. Disqualification of any proposal does not restrict or eliminate this right.

**RFP Process & Timeline**

<b>Stage of Procurement</b>	<b>Date, Time, Time zone</b>
RFP released	10/31/22, 9am, ET
Deadline for questions	11/04/22, midnight, ET
Questions answered by RMI	11/09/22, midnight, ET
Proposal submission deadline	11/20/22, midnight, ET
Interviews with selected tenderers	11/22/22, scheduled based on availability
Final tenderer selection	11/28/22, 5pm, ET

All questions about this RFP must be received via electronic mail to the contact below. Answers to the questions will be shared with all parties who have asked questions or otherwise expressed interest.

All proposals must be sent via electronic mail to the same contact listed below by Nov 20, 2022 at midnight EST.



Maggie Huang  
Senior Associate  
[mhuang@rmi.org](mailto:mhuang@rmi.org)

Christina McPike  
Director, Energy & Sustainability  
[cmcpike@winnco.com](mailto:cmcpike@winnco.com)

When sending questions or submitting a proposal please use this electronic mail subject: Walden Square Apartments Exterior Envelope Retrofit Solution Provider

Please note that it is the tenderer's responsibility to ensure that the proposal and all other required documents are received by the closing date at the email address specified above. Proposals received after the time and date specified will not be reviewed or considered. Failure to provide any information requested in this RFP may result in rejection for non-responsiveness.

## **EVALUATION AND SELECTION**

### **Evaluation Criteria**

The following elements will be the primary considerations in evaluating proposals submitted in response to this RFP.

Formal criteria:

- Experience with similar projects
- The extent to which the proposal fulfills RMI's stated requirements as set out in the RFP
- Completion of all requirements
- Separate submission of technical and financial tender components

Technical criteria:

- Experience with similar projects and references
- Qualifications and available capacity of tenderer
- Conceptual approach to envelope solution (contingent upon as-built conditions)

Financial criteria:

- Price of Design Assist Phase
- Cost estimate (\$/sf) for Implementation Phase



## **Selection Process**

No proposal development costs shall be charged to RMI. All expenses are to be borne by the tenderers. RMI may award to the tenderer offering best value without discussions. However, RMI reserves the right to seek tenderer clarifications and to negotiate with those tenderers deemed to be within a competitive range.

RMI may, at its discretion and without explanation to the prospective tenderers, choose to discontinue this RFP without obligation to such prospective tenderers or make multiple awards under this RFP. Procurement contracts will not be awarded to tenderers debarred by the U.S. government or named on restricted parties lists. Any proposal may be rejected in whole or in part for good cause when in the best interests of RMI.

A proposal will be selected based on the evaluation of the RFP response, the interview results, any necessary vetting and due diligence, and the satisfactory outcome of financial negotiations. After the selected tenderer and RMI have entered into a contract for goods/services, RMI will notify the unsuccessful tenderers.

Any Tenderer who wishes to ascertain the grounds on which its proposal was not selected, should request explanation. The RMI procurement contact shall promptly provide in writing an explanation of why such proposal was not selected. Please note, if a tenderer requests a debriefing meeting, the Tenderer shall bear all their costs of attending such a debriefing meeting and the hourly rates of the RMI staff required for the meeting if significant expenses are incurred by RMI.