

**CEE NDEEF Project – ITMC Volume 1 – Addendum 1**

Bidders shall be aware of the following amendments to the Invitation to Mini-Competition ITMC Volume 1 documentation, and associated requirements, for the Colleges Energy Efficiency (CEE) Non-Domestic Energy Efficiency Framework (NDEEF) project:

**1. North East Scotland College (NESCol) Eligible Buildings**

As identified in the Bidders Meeting minutes, released on Wednesday 18 January 2017, the Procuring Body confirms that North East Scotland College's City Campus (also known as Gallowgate Campus) and Gordon Campus are no longer to be part of the CEE NDEEF project.

The table of eligible buildings for the project, as included in Table 1 of section 1.2.1 Shortlist of Buildings in ITMC Volume 1, is confirmed as being amended the campuses and buildings as identified in the below table:

**Table 1. ITMC Addendum 1 - Revised CEEP NDEEF Project – Shortlisted Sites**

Authority	Building / Campus	Building Type	Town
Borders College	Hawick	See Authority Data Pack (ADP) in Appendix 1 of ITMC Volume 1	Hawick
	Newton St Boswells	As above, see ADP	Newton St Boswells
	Galashiels	As above, see ADP	Galashiels
Edinburgh College	Sighthill campus	As above, see ADP	Edinburgh
	Milton Road campus	As above, see ADP	Edinburgh
	Midlothian campus	As above, see ADP	Dalkeith
	Marine Drive building	As above, see ADP	Edinburgh
	Granton Campus	As above, see ADP	Edinburgh
North East Scotland College	<del>Gallowgate campus</del>	<del>As above, see ADP</del>	<del>Aberdeen</del>
	Altens Campus	As above, see ADP	Aberdeen
	<del>Gordon Campus</del>	<del>As above, see ADP</del>	<del>Aberdeen</del>
	Clinterty Campus	As above, see ADP	Clinterty
	Fraserburgh Campus	As above, see ADP	Fraserburgh
Newbattle Abbey College	Newbattle Abbey	As above, see ADP	Newbattle
	Industrial Park Unit	As above, see ADP	Newbattle
West Lothian College	The Street	As above, see ADP	Livingstone

Authority	Building / Campus	Building Type	Town
	Terrace 1&2	As above, see ADP	Livingstone
	Terrace 3&4	As above, see ADP	Livingstone
	Pavilion A&B	As above, see ADP	Livingstone
	Pavilion C&D	As above, see ADP	Livingstone

## **2. Revised Authority Minimum Requirements**

As further identified in the Bidders Meeting minutes, released on Wednesday 18 January 2017, the Procuring Body confirms the following amendments to the Authority Minimum Requirements.

The available Total Contract Value for all EnPCs across all the Authorities set out in section 1.2.2 of 1.0 Statement of Requirements, ITMC Volume 1, is unchanged by this ITMC Addendum 1.

However, the minimum Total Contract Value expenditure requirements for each college and in aggregate are adjusted by this ITMC Addendum 1.

The following minimum Total Contract Value expenditure requirements (including VAT and all other associated costs and expenses) at each of the Authorities shall be as per the below, replacing the values set out in section 1.2.2 of 1.0 Statement of Requirements of ITMC Volume 1:

1. Edinburgh College – Minimum of £1,260,000
2. North East Scotland College – Minimum of £1,180,000
3. West Lothian College – Minimum of £381,600
4. Borders College – Minimum of £177,300
5. Newbattle Abbey College – Minimum of £90,900

The total value of the minimum Total Contract Value for all the Authorities is equal to £3,089,800. Bidders shall choose to bid where the remaining £1,410,200 (inc VAT) of the maximum Total Contract Value funding may be spent across the Authorities' estates, as they see fit, in line with the requirements of this ITMC and in seeking the most economically advantageous opportunities throughout the Authorities' facilities.

For the avoidance of doubt, enabling works required to facilitate the installation, maintenance and operation of ECMs, including making good or the enhancement of indoor environmental quality in the vicinity of ECMs installed under the EnPCs are eligible expenditure, providing the performance requirements relating to Simple Payback periods for each college and total CEEP expenditure are met.

## **3. NESCol Significant Energy Conservation Measure Opportunities**

Given the removal of the City and Gordon Campus from NESCol's eligible buildings as part of this project, and further to site visit clarifications, the Procuring Body can confirm NESCol have revised their 'Authority Significant ECM Opportunities Review' as set out in the '16-12-05 potential CEEP works NESCol' workbook document in Folder 3 of the NESCol Additional Authority Data Pack (ADP) Information folder in the NESCol ADP forming part of the CEEP NDEEF Tender – ITMC Vol1 Appendix 1 folder.

The revised 'NESCol Significant ECM Opportunities Review' document in Appendix A of this ITMC Addendum 1 shall be considered to replace the '16-12-05 potential CEEP works NESCol' workbook in Folder 3 of the NESCol

Additional ADP Information in the NESCol ADP forming part of the CEEP NDEEF Tender – ITMC Vol1 Appendix 1 folder.

For the avoidance of doubt, the opportunities at the College's campuses, as identified by the College, are those opportunities which are deemed most suitable by the College following their own assessment of the eligible campuses.

Bidders are expected to make proposals based on the suitability of potential ECMs in respect of meeting the College's requirements, and those of the wider ITMC requirements.

The opportunities list is not exhaustive, and opportunities for technologies not listed within the 'Authority Significant ECM Opportunities Review' will be considered in line with the ITMC requirements, and evaluation criteria therein.

#### **4. Evaluation Criteria**

As further identified in the Bidders Meeting minutes, released on Wednesday 18 January 2017, the Procuring Body confirms that the following additional text is to be included in Evaluation Question TQ6B:

"Bidders' programme plans should demonstrate how they will reduce the risk of partial completion of ECMs at the end of August, in the event of delays outwith their control by prioritising the consecutive completion of ECMs / groups of ECMs."

Bidders shall note that the full TQ6B, in section 2.4 Technical Questions of section 4 Mini-Competition Evaluation Criteria of the ITMC Volume 1 shall now be read as per the following (additional text italicised in red):

#### **"TQ6B**

#### **Addressing Authorities' Specific Requirements in the Construction Phase, Including Programme and Key Dates and Approach to Managing the Project**

(Technical Question Weighting – 17.5%)

Please explain your organisation's approach to the construction phase (including any preparation, construction and commissioning activities and taking account of specific requirements such as – project programme, opening hours, out of hours working, college holidays etc).

Reference to your project programme in technical question TQ6A should be made, identifying the key programme challenges, and your approach to overcoming these during the differing project stages.

*Bidders' programme plans should demonstrate how they will reduce the risk of partial completion of ECMs at the end of August 2017, in the event of delays outwith their control, by prioritising the consecutive completion of ECMs / groups of ECMs.*

The installation of ECMs will have to consider the impact on the everyday use of these buildings so that disruption to activities is kept at a level acceptable to the Authorities. Where there is likely to be a significant impact on staff or on the delivery of essential services such as water, heating or cooling, work will likely have to be carried during out of office hours. Where closures of buildings or parts of buildings are required for works to be carried out these should be for a limited period only, taking into account the peak, off peak and out of hours working. This will need to be detailed clearly in your response.

The Authorities buildings will continue to be occupied throughout the duration of the project, with reduced operation during non-term times. Please note that any disruption to Authorities' properties is subject to approval from the Authorities.

The statement should also incorporate a strategy for managing the work on site (ECM implementation).  
Including:

- Project management - including stakeholder management, management and vetting of sub-contractors. Approach to managing multiple concurrent construction programmes and maintaining the quality of your work and any sub-contractor's work.
- Proposed approach to service continuity / minimising service interruption including how the implementation strategy will be scheduled, managed and co-ordinated to help minimise disruption at each of the Authorities' sites
- Clear, specific commitment to UK and International standards and industry best practice in the installation (construction phase) of your technical solution, including health and safety standards.
- Approach to meeting specific Authorities requirements / policies during construction phase
- Methodology for commissioning and handover (including training)
- Approach to active risk management with a brief risk register and strategy for maintaining project programme and ensuring service continuity and minimising service interruption across the Authorities

Evaluation Criteria:

The following matters will be considered when assessing a Bidder's response: -

- Clarity and detail in creating an appropriate and deliverable Project programme, which identifies and considers the Authorities key requirements detailed in this ITMC, in particular the Programme and Key Dates requirements
- Management approach to delivering the programme on time and to budget
- Ability to minimise service interruption to the Authorities
- Clarity and quality of handover approach to Authorities to successfully manage ECM performance

Maximum content: 1,500 Words\*

\*Note: Word Count must be stated below your answer. It must be as calculated by Microsoft Word. The format of the answer must be as a Microsoft Word file. Content beyond the above maximum Word Count will not be considered."

## **5. Energy Conservation Services**

The Authorities' position in respect to minimising maintenance as part of the project is identified within the scope of the ITMC Volume 1 documentation.

Bidders shall note, however, that the Authorities reserve the right to potentially contract a Shortlisted Bidder in the provision of Energy Conservation Services for technologies outwith their maintenance capabilities. Any services contract will be minor and would likely be contracted under the Service Level Specification and Performance Mechanism requirements of the Design, Build, Facilities, Maintain Energy Performance Contract variant template agreement which forms part of the Framework Agreement documentation, incorporated in to a hybrid EnPC Agreement between the Shortlisted Bidder and Authority.

**Appendix A – ‘NESCol Significant ECM Opportunities Review’**

North East Scotland Colleges have revised their ‘Authority Significant ECM Opportunities Review’. Bidders shall note the matrix in Appendix 1: Figure 1 of this ITMC Addendum 1 replaces NESCol’s ‘16-12-05 potential CEEP works NESCol’ workbook document which formed the ‘Authority Significant ECM Opportunities Review’ in Folder 3 of the NESC Additional ADP Information in the NESCol ADP forming part of the CEEP NDEEF Tender – ITMC Vol1 Appendix 1 folder.

Appendix 1: Figure 1 - NESCol Significant ECM Opportunities Review

Potential projects	Altens Campus					Fraserburgh Campus					Clinterty Campus					Comment
	Block A	Blocks B&C	Block D&E	Block F	Block M	Atrium	North Rear	East	West wing	Art & D wing	Main Block	Eng Shop	Elect Shop	Residence	Office/Houses	
Photovoltaic cells (battery storage)	x	x	x		x		x	x			x	x	x			
Roof replacement	x		x				x					x	x			
Glazing replacement	x	x	x	x							x	x	x			
LED lighting		x	x	x	x	x				x	x	x	x			
Boilers																Works being undertaken by College separately.
Refrigeration																Works being undertaken by College separately.
Air Con																Works being undertaken by College separately.
Building Management Systems	x	x	x	x		x	x	x	x	x	x	x	x		x	
Calorifiers																Works being undertaken by College separately.
Energy monitoring meters						x	x	x	x	x	x	x	x	x	x	
Water distribution network											x	x	x	x	x	
Voltage optimisation system	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	

x College Deemed Opportunity  
x College Deemed Significant Opportunity