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Please find the all the documents provided at the following link:

people.usm.maine.edu/dfm/ESCO_RFP_Info.zip

Please note that this is an updated link from the first one that was distributed to the pre-bid conference attendees.

CLARIFICATION

This addendum responds to initial questions submitted by respondents.

QUESTIONS

Q1: How many weeks per year is the heating system running?

A1: The Gorham campus central plant typically operates October through May.

Q2: I will need the fuel cost, including the delivery charge, per therm or dekatherm in order to complete my cost savings audit.

A2: Please see the utilities spreadsheet in the zip file link provided at the top of this addendum. By utilities spreadsheet, we mean the spreadsheet labeled "CES_USM_FY20_Budget_values_20190208.xlsx". The answer to question #5 explains how to navigate the spreadsheet.

Q3: On item A on page 33 of 84 of the RFP, it states "Add a brief comment for each item (25 words or less preferred) to demonstrate your capability for each". Please clarify which



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items you would like the 25 words or less brief comment for. Is it the major categories (i.e. Mechanical/Electrical Systems, Renewables, Specialty Systems or Specific Building Types, etc), or is it the sub items a) through aa)?

A3: Please add 25 words or less for each item listed under 1 General Scope of Services see below:

- a) Lighting: indoor and outdoor
- b) Heating
- c) Ventilation and indoor air quality issues
- d) Cooling
- e) Control and building automation
- f) Fuel switching
- g) Central plant
- h) Water-consuming Renewables
- i) Daylighting
- j) Solar-electric
- k) Solar thermal
- l) Geothermal
- m) Wind, small-scale or large-scale
- n) Biomass
- o) Distributed generation Specialty Systems or Specific Building Types
- p) Kitchen or laundry
- q) Laboratories, clean rooms
- r) Healthcare hospitals, nursing homes, clinics



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- s) Swimming pools and recreational facilities
- t) Computer laboratories Energy Management Services:
- u) Energy management
- v) Utility bill auditing and bill payment (identifying errors and collecting credits)
- w) Energy Star Portfolio Manager, benchmarking
- x) LEED for Existing Buildings Operations & Maintenance
- y) Commissioning/re-commissioning
- z) LEED-NC support for any new building/addition project Other
- aa) Other

Q4: In item D (SITE SPECIFIC APPROACH), on page 35 of 84 of the RFP, please clarify the intent and the deliverables for this item? Is the intent to have the respondents provide a report of recommended scope, costs and savings based on the information obtained from the RFP and the 2/15/19 pre-bid conference walk-through of the buildings? If so, will there be additional opportunities to perform more detailed and thorough surveys of the two buildings, or is access to the buildings limited to just the 2/15/19 walk-throughs?

A4: Yes the intent is for the respondent to provide a report of recommended scope, costs and savings based on the information obtained from the RFP and the 2/15/19 pre-bid conference walk-through using the format of the table. No there will not be additional opportunities to access the two buildings.

Q5: Please provide 12 consecutive months of utility data per the following

- Natural Gas Usage and cost per building by month



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- Electricity Usage and Cost per building by month
 - Including break-out of T&D Costs, Demand Charges, and Energy Supply Costs
 - Provide the utility rate structure under which the buildings & campus fall
 - Provide 15 minute electrical usage data if it is available.
- Sub-Meters: Provide annual KWH usage with monthly break down of electrical usage that is attributed to the sub-meters for leased space and services in Bailey Hall; i.e. Verizon and ATT and any additional.
- Water – please provide fee / rate per unit and cost and usage per building by month
- Public sewer – please provide fee / rate per unit and cost by building by month

A5: Gas and electric data is available in the utilities spreadsheet in the zip file link at the top of this addendum. The most recent twelve months of water bills for the main water account serving the Gorham campus are also available in a folder labeled "water data" in the zip file link at the top of this addendum. Please note that sub-metered data for gas, electric, and water is not available at this time, as it is difficult to acquire. All available data can be looked at by the winning company after contract negotiations. For now, please note that both Bailey and Anderson data are aggregated with other large buildings on the Gorham campus. In the case of water, the water bills provided are for the major water main serving the Gorham campus, and this usage includes all buildings on the Gorham campus, except for the following: 51 College, 19 College, 149 State, 7 College, 128 School, 100 School, 62 School, 140 School, 134 School, and the President's House (37 College). Please note that the actual President's House is not counted in the main water



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bill. The main water bill has the same address, though (37 College). In the case of electricity data, look for "Gorham-School Street" account on the "Lg Accounts history" tab and "29552 School Street" account on the "B-Gorham" Tab of the utilities spreadsheet. This account is the main electric meter serving the Gorham campus, including Bailey, Anderson, and most of the large buildings on campus, excluding most of the small buildings (houses) on School, College, or State Street. Numbers in the "Lg Accts History Tab" are actuals, except those highlighted. Numbers in the "B-Gorham" Tab are budget projections, using historical highs for each month to plan for future budgets. In the case of natural gas data look for account "02-0012-1A Boiler" on the "Lg Accounts history" tab and account "02-0012-1A" on Tab B of the utilities spreadsheet. This is the central heat plant gas meter that services Bailey, Anderson and most of the large buildings on the Gorham campus, excluding most of the small buildings (houses) on School, College, or State Street. Numbers in the "Lg Accts History Tab" are actuals, except those highlighted. Numbers in the "B-Gorham" Tab are budget projections, using historical highs for each month to plan for future budgets. Please use the file called "Building Age and Square Footage for All of Campus" to tease out all the buildings that are being aggregated under the main meters mentioned in this response.

Q6: Name the electrical supply contract provider, the rate, and the end date of the current contract.

A6: Please see the utilities spreadsheet in the zip file link provided at the top of this addendum. NextEra Electrical contract ends Nov 30, 2019. Engie contract starts Dec 1 and goes thru Nov 30, 2021



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Q7: Name the natural gas supply contract provider, the rate, and the end date of the current contract.

A7: Please see the utilities spreadsheet in the zip file link provided at the top of this addendum. Sprague gas contract for Gorham ends Dec 31 2019. A new supplier has not been selected as of yet.

Q8: Please provide engineering drawings that are available for both Bailey and Anderson Halls. This should include at a minimum:

- Floor Plans
- Architectural arrangements and exterior (roof and wall) details
- Mechanical Arrangement and Details
 - Piping Diagrams
- HVAC Arrangements and Details
 - Ductwork Diagrams
- Mechanical Equipment Schedules
- Electrical Equipment Schedule
- Electrical one-line Diagram
- Renovations and Additions (provide relevant drawings)
- DDC / Delta Controls As-Built Drawings for each building

A8: Please see folder BldgPlans in the zip file provided at the top of this addendum.



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Q9: Please provide following information for each facility (actual or estimated)

- Average annual mechanical / electrical / hvac repair costs (unintended repairs)
- Average annual preventative maintenance costs
- Value of annual PM contract for each building (if they are under contract).
- Annual material and labor costs associated with maintaining existing lighting systems in each building. (Lamps, ballasts & labor combined).

A9: Please see the O&M spreadsheet in the zip file link provided at the top of this addendum.

Q10: For Both Facilities in Phase I; Please provide a list of mechanical trouble calls or heating or cooling equipment that is reported to be inappropriately sized for the load; For example per the RFP, the Daiken VRF system that serves Bailey Hall has difficulty maintaining appropriate space temperature set points.

A10: Please see the hot and cold spreadsheet in the zip file link provided at the top of this addendum for work orders documenting occupant complaints.

Q11: Capital Plans – Please provide a description of any scheduled capital improvements or renovations or additions intended for each building in Phase I. Also include the capital funds (dollar amount, if any) that have been set-aside for such improvements.

A11: Please see the CIP List spreadsheet in the zip file link provided at the top of this addendum. Keep in mind that anticipated years and estimates for project costs are subject to change. Project costs do not necessarily have funding set aside. Also, the



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scope of the MEP projects will be dependent on the final list of ECMs that the winning ESCO proposes after the investment grade audit.

Q12: Space Cooling – please provide any spaces where the addition of air conditioning / cooling is desired if it can be included in a self-funding program; understanding that it will be an energy penalty.

A12: If such conditioning can be provided and still reach our 35% energy savings goals; then offices, classrooms and student service areas will be included.

Q13: Please provide information on the age of existing roofs at Anderson Hall and Bailey Hall and the anticipated life of the existing roofs; understanding that Bailey hall has different roofs that may be of a different age.

A13:

Anderson:

- Age - Replaced in Summer 2002
- BES study suggests roof was still in serviceable condition as of 2016. No known repairs since study was done.

Bailey Hall:

- Age - Science Wing and Connector - 2018,
- Age - 6A Tower/5B Connector - 1996
- Age - Bailey 10 Lecture - 2005
- Age - Classroom Wing - Unknown



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- Age - Library Wing (Low/Penthouse) - 1985
- Age - Library Wing (Main) - 1996
- Repairs/replacement needed for aged roofs and areas that need repair.

Q14: Occupancy: Please provide the occupancy schedule for each building for both the academic year, and the summer season.

- Please provide copy of each semester class and event schedule in Bailey Hall that shows occupant diversity/profile in the classrooms and auditorium
- Please provide the occupancy Rate, no of beds/ no. of students at Anderson Hall.

A14: Bailey Hall: The building has approximately 144,000 square feet of conditioned space and is generally occupied following the schedule below:

100% occupied for 249 fall/winter/spring days per year, with the following schedule:

- Sundays 12 pm- 11:00 pm
- Monday-Thursday 7:45 am- 11:00 pm
- Friday 7:45 am- 8:00 pm
- Saturday 11:00 am- 7:00 pm

64% occupied for 109 summer days, with the following schedule:

- Sundays Closed
- Monday- Thursday 7:45 am - 7:00 pm
- Friday 7:45 am - 6:00 pm
- Saturday 10:00 am - 6:00 pm



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Anderson Hall: The building has approximately 29,000 square feet of conditioned space. It is 128% occupied for fall/winter/spring months for 214 days, then 62% occupied for 53 days in the summer. Generally speaking, it has been over occupied for the past 2 years and it will be for the next 3 years.

Q15: Bailey Hall – provide HVAC drawings or other information to define where the fresh air from AHU 1-6 is being delivered.

A15: Please see the drawings in the zip file link provided at the top of this addendum.

Q16: Classroom wing of Bailey Hall was equipped with wall mounted exhaust registers. Please provide information as to how they are served and controlled. I.E. are they on a common exhaust fan, and is it controlled by the Delta system; or are these gravity exhausts?

A16: Common exhaust with fan on roof. Fan is controlled by room occupancy and Delta Controls.

Q17: Anderson Hall – Define heating system zoning scheme for dorm rooms. There was not a wall thermostat / zone controller in the one dorm room that we visited; also describe type of control; i.e. is it strictly a mechanical valve or is it a DDC controller networked to the building automation system.



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A17: Anderson has 2 pumps with a North Zone/South Zone. The zones run the length of the building and up through the floors. The Lobby area has radiant panels in the ceiling.

Q18: Per the RFP, Appendix C – Proposer’s Certification should be submitted with our response. Appendix C is currently blank. Will this be provided through an Addendum?

A18: There is nothing to provide for Appendix C, just insert that page as required by 3.2 Response Format Instructions.

Q19: Please provide utility usage assumptions or meter data for each building, including:

- Electricity consumption, per month; Cost per kW and per kWh, Electric rate structure being used. Provide 15-minute usage data, if available.
- High Temperature Hot Water consumption, per month; Cost per MMBTU delivered

A19: Please see the utilities spreadsheet in the zip file link provided at the top of this addendum.

Q20: Please provide mechanical, electrical, and architectural drawings for Bailey Hall and Anderson Hall, including renovations completed since the original construction.

A20: Please see the drawings in the zip file link provided at the top of this addendum.

Q21: Please provide updated mechanical equipment listing for Bailey Hall and Anderson Hall.



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A21: An updated mechanical listing is not available at this time.

Q22: Please provide energy management system as-built drawings for Bailey Hall and Anderson Hall, including points lists, sequences of operations, initial setpoints, communications connections, spare points available, and product cutsheets.

A22: Please see the drawings as well as the Output Points List for Delta in the zip file provided at the top of this addendum.

Q23: Please provide any trend logs of space temperatures, CO2 levels and HVAC runtimes for the past year.

A23: No additional information will be provided at this time.

Q24: Please provide current energy management system operating parameters for Bailey Hall and Anderson Hall, including:

- Current operating schedules for all systems and all areas of the buildings, particularly the classrooms, library, auditorium, and other major spaces
- Current setpoints (temperature, humidity, CO2, etc., as applicable)
- Current overrides of schedules or setpoints and reasons for the overrides

A24: No additional information will be provided at this time.



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Q25: In the Bailey Hall 4th floor mechanical equipment room, a heat exchanger with an associated pump was noted. Please provide drawings for this system and explain the purpose and setpoints of the system.

A25: Please see the drawings in the zip file link provided at the top of this addendum. No additional information will be provided at this time.

Q26: In Bailey Hall Ground floor MER, two pumps were dedicated to the Greenhouse. Is the greenhouse still in existence and being heated by these pumps? We did not tour there. If it is, how big is the greenhouse and to what temperature and humidity parameters is it maintained?

A26: There is a greenhouse approximately 8'x20' in area. Temperature and humidity are determined by occupant.

Q27: Please provide a list of capital replacement items that have been budgeted and that could have funds applied to the ESCO project to help buy-down the payback on capital replacement items.

A27: See the CIP List spreadsheet in the zip file link provided at the top of this addendum. Funding for these projects may or may not actualize. Additionally, it is possible, but not confirmed, that we could use a \$100,000+ revolving loan fund to help pay for some energy-saving projects that have a payback of less than 7 years.



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Q28: Will Prevailing Wages be required to be used?

A28: Once construction begins, yes, prevailing wages will be required to be used. Maine State wage determinations apply for Cumberland County.

Q29: Can work be performed in classrooms, library, and auditorium during the academic year?
During the day?

A29: It depends on which ECMs are proposed by the ESCO and how disruptive they are.

Q30: Can maintenance savings (labor, parts or both) be used to help pay off the project funding?

A30: Only material cost savings and cost savings from avoided external (3rd party) service contracts will be allowed. The University will not allow labor cost savings to be included.

Q31: What financing term should be assumed for the financial model? 15 years? 20 years?

A31: Assume 15 years for this proposal.

Q32: Date of roof installation on Bailey Hall; same for Anderson Hall.

A32: See answer to question 13.



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Q33: Are these two roofs still under warranty? If so, who was the roofing system supplier?

A33: The Anderson roof is still under warranty. Most portions of the Bailey roof are likely still under warranty, but probably not the portions installed in 1985 and 1996. See answer to question 13 for more about the roofs. Anderson roof manufacturer was Versico. For Bailey Hall, Firestone was the manufacturer for 6A Tower/5B Connector, Library Wing (Low/Penthouse) and Library Wing (Main). The manufacturer(s) for the other sections of roof cannot be determined at this time.

Q34: Does the university have electronic structural drawings for Anderson Hall and Bailey Hall? If so, can they please be forwarded now?

A34: Please see the drawings in the zip file link provided at the top of this addendum.

Q35: Or, does the university have paper drawings for future use (after award)?

A35: Yes, paper drawings will be available afterward.

Q36: As a privately-owned LLC, we cannot disclose the names of Members as requested in "Attachment B - Proposer's Legal Status Disclosure" (Page 23 of 84) because this is private information. We can include the names of our Manager(s) because this information is publicly available. Would this be sufficient for this disclosure form?



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A36: The University prefers respondents provide the information requested. However, the University will consider and evaluate all responses provided in this section. The proposed alternative information is not a disqualifying response.

Q37: Is Natural Gas available for Anderson or Bailey?

A37: Yes, natural gas available for Anderson and Bailey.

Q38: What are the age of the roofs on Anderson and Bailey?

A38: See answer to question 13.

Q39: Can you please provide a list of transformers with sizes for Anderson and Bailey Halls?

A39: Anderson transformer is shared with Woodard Hall:

(3) 50kva 208/120.

Bailey Hall:

(3) 100kva 208/120

Q40: Can you please provide BMS as-built drawings and points lists for the Delta DDC system in both buildings?

A40: Please see the utility drawings in the zip file link provided at the top of this addendum.



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Q41: Will the University consider another site visit for further energy conservation measure investigation?

A41: No. Not until the contract is executed with the winning firm.

Q42: Please provide a copy of the attendee sign-in sheets.

A42: Please see sign-in sheet for ESCO pre-bid conference in zip file provided at the top of this addendum. The companies who indicated an asterisk next to their company name were companies who were there in a supporting role, such as a subcontractor, and not actual lead respondents.

Q43: Please provide the RFP in Word / Excel format so that the requested tables can be populated and formatted as requested.

A43: Please see tables from RFP word doc in the zip file provided at the top of this addendum.

Q44: Please provide utility data information for two years for water, natural gas, propane, fuel oil and or electric. If available, please provide building submeter information for energy delivered by the central plants.

A44: Please see the utilities spreadsheet in the zip file link provided at the top of this addendum.



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Q45: Please provide building occupancy rates (average number of staff, average number of students) for the fall/winter period and for the spring summer period for each building.

A45: Please see answer to question 14 for what we are able to offer for information. Please consider the answer to 14 more accurate than what is in appendix G of the RFP.

Q46: The RFP indicates we should assume 3140 run hours for the library. However, the posted hours at the building appear higher than this. Please clarify.

A46: Assume the RFP is correct for your proposal.

Q47: Please provide a summary of the age and condition of building roofs.

A47: See answer to question 13.

Q48: In Appendix F, Section B, are we to use the Bailey Hall Library sample ECM as the sole basis of our assumptions used in order to complete the open book pricing table?

A48: See answer to question #52.

Q49: Page 40 of the RFP states "Markups on Direct Costs are not allowed." The table page 40 and continuing on page 41 labels these costs as "Direct Costs". The language on page 44 seems to contradict this direction: "Markup represents the total percentage to be applied to the Direct Costs for the Contractor's overhead and profit." AND "The markups



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provided by the ESCO in response to the RFP shall be applied to the Direct Costs to determine the Firm-Fixed Price Contract Price for which the ESCO will complete the Work.” Please clarify how the ESCO’s should proceed.

A49: The statement on page 40 is incorrect. This should state “Ranges on Direct Costs are not allowed.”

Q50: The table starting on page 40 asks how each category is determined and used, however, the table starting on page 44 indicates that costs should be shown as a % of Total Project Price. If these costs are not determined by the ESCO as a % of Total Project Price, does USM still want to see these costs presented as a % of Total Project Price? Also, is the Total Project Price the sum of all costs such that the % is actually a margin, versus a markup? Or is Total Project Price defined differently?

A50: 1) The table on page 44 should state in the middle column “Percent of Project Costs,” not “Percent of Total Project Price.” Please refer to revised Section B Tables for Open Book Pricing and Maximum Allowable Markups within the revised Appendix F addendum for clarifications.

2) The ESCO shall use mark up. The total project price is Project Costs plus markup. Please see revised Appendix F addendum.

3) Please see revised Appendix F addendum.



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Q51: The maximum allowable markups table on page 45 states: “Mark-Ups shown below represent your firm’s maximum allowable Mark-Ups for this ECM and the ESPC Project as a whole.” Which ECM is this statement referring to?

A51: This refers to the example Bailey Hall lighting ECM provided and will represent your firm’s maximum allowable mark-up on the total project as a whole.

Q52: Please clarify the intent of providing the Bailey Hall Library assumptions on page 44 of the RFP. Are ESCOs to use these assumptions only for determining the cost of this ECM?

- Further, based on our previous question, is this the only ECM that should be used for showing our open book pricing approach? If we are to propose other ECMs, how do these assumptions translate to other ECMs? Ex. \$0.10/kWh, 1-hour fixture replacement, \$100 per fixture labor, etc.

A52: 1) All of the assumptions listed in the Bailey Hall Library table on Page 44 for the Bailey Hall lighting ECM, with the exception of “ESCO to Ignore All Potential Rebates,” are assumptions that only apply to the Bailey Hall lighting ECM.

2) The Financial Approach section showing the Open Book pricing model table is used to provide your firm’s approach to how each line item is determined and used. The Cost and Pricing Section B Open Book pricing model table is used to provide your firm’s actual costs for the example Bailey Hall lighting ECM. The table of project markups in



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the Cost and Pricing Section B will be applied to the Bailey Hall lighting ECM and all ESCO proposed ECMs for the project.

Q53: Please describe in more detail what USM considers Base Cost. This and the definition of direct costs needs to be clarified as typically direct costs are defined as subcontractor costs.

A53: Direct costs are material costs and sub-contractor costs. Indirect costs are ESCO internal costs. Base construction costs are direct costs plus indirect costs.

Q54: For Appendix F, Part B, can you provide a sample response delineating the various service fees shown in the Project Budget table as well as how the Project Mark-Up table with Overhead and Profit are applied to result in a total project price that would be the basis for the contract?

A54: 1) The University will not be providing a sample response.

2) Please see revised Appendix F addendum for clarifications on applications for mark-up for Open Book Pricing and Maximum Allowable Markups for clarifications on applications for mark-up.



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Q55: Is it the intent of the RFP to require the ESCO to perform all planned maintenance on equipment installed as part of this project? Please clarify what if any maintenance USM is expecting to be included.

A55: The University does not yet have a preference about whether operations & maintenance should be performed by the ESCO or the University. The University may consider negotiating an annual O&M service agreement for the project with the selected vendor, provided that it is fully paid for from annual cost savings. For now, in order to respond to the RFP, please assume that the University will perform routine operations & maintenance on the ECMs.