



## CITY OF PITTSBURGH

**REQUEST FOR INFORMATION IN RE:**

**ENERGY EFFICIENT STREET LIGHT CONVERSION**

RESPONSES TO BE SUBMITTED TO THE FOLLOWING ADDRESS:

SUBMISSION PLACE: CITY INFORMATION SYSTEMS  
604 CITY-COUNTY BUILDING  
414 GRANT STREET  
PITTSBURGH, PA 15219  
ATTN: Ben Carlise / Lindsay Baxter

ISSUED: February 18, 2009  
RESPONSE DATE: March 11, 2009

## **I. Introduction**

The City of Pittsburgh (“City”) is issuing this Request for Information (“RFI”) in order to evaluate the prospective alternatives for the acquisition, installation, operation and maintenance of a Citywide energy saving street lighting conversion through the use of LED, Induction, Metal Halide, or similar new technology, to understand their potential effect on energy usage, and maintenance costs, and to determine total cost of ownership and relative length of term for acquisition cost payback.

The City’s goal is to identify and quantify a sound and reasonable equipment solution which will introduce essentially new technology to improve the overall lighting quality and levels on City streets, integrating such technology into the existing street lighting system at the lowest possible cost consistent with maximum energy savings, and minimal maintenance and cost of ownership, as well as optimizing the equipment payback period and equipment life cycles for said improvements.

The City is seeking such information in the hope of receiving several perspectives on how such system improvements, in part or in whole, might be acquired, deployed, managed and operated. The City seeks creative and wide ranging comments on the concepts described in this RFI, and responses need not be limited only to the specific issues.

Furthermore, it is the City’s intent to establish a six (6) month pilot program to install, operate, and audit a sufficient number of replacement lighting fixtures, their type, design, suitability, energy usage, and general applicability to the City’s purpose and needs.

This RFI is not to be construed as a Request for Bid or Quote; the City will purchase such equipment and/ or services separately, through one of its normal procurement processes. The intent of this document is to solicit information and to inform potential vendor(s) of the existence of an impending pilot program which will lead to a determination of the type, power, size, and/or brand of equipment which the City may purchase in the next step of this process.

## **II. Disclaimer**

This RFI and the process it describes are deemed proprietary to the City and are for the sole and exclusive benefit of the City. This RFI is not binding on the City, nor shall it be construed as a Request for Proposal (RFP) or as an obligation on the part of the City to acquire any products or services or to ever issue an RFP or any other document with respect to the matters on which this RFI has been issued. No other party, including any Respondent to this RFI or future Respondent to any RFP that may be issued by the City, is intended to be granted any rights hereunder. Any response to this RFI, including written documents and verbal communication, may be subject to public disclosure by the City or any authorized agent of the City, and any materials submitted or ideas otherwise elicited in response to this RFI shall be the sole and absolute property of the City with the City having title thereto and unrestricted use thereof.

The proposed uses of part or all of the equipment as referred to in this RFI are intended to be initial proposals only, and the City reserves the right at its sole discretion to withdraw this RFI at any time or to determine not to proceed with any project described herein or any proposed action suggested in responses to this RFI, or any other action or project with respect to the equipment. The City makes no representation or warranty as to the accuracy of information provided in this RFI, and nothing contained in this RFI is or, should be relied upon as, a promise or representation. The City shall not be liable or responsible for any costs incurred by any person or entity in preparing any response to this RFI or for any other costs, expenses or liabilities incurred by any person or entity in connection with or in reliance on this RFI or any information or material contained herein. Submission of a response to this RFI constitutes an agreement by the responder to the terms hereof.

### **III. Request for Information Requirements & Response Process**

Responses to this RFI are to be submitted no later than 12:00 p.m. Eastern Daylight Time (EDT) on March 11, 2009 to the agency contact person(s) as set forth in this section. Respondents should submit one set of all response documents and one CD containing all response material to the address listed on the cover page of this RFI. Respondents are encouraged to use a generally accepted format of submission, such as three-ring binders. There is no page limitation on responses; however, concise responses are encouraged and expected.

To receive consideration Respondents must provide, at a minimum, the following in writing:

- A cover letter on the Respondent's letterhead. The cover letter should designate the individual who will be the respondent's primary contact for all communications regarding its response. Provide the individual's Name, Title, Company (if submitting as a team, you must submit the names of proposed partners, providing contact information only for the principal contact), Mailing Address, E-mail Address, and Telephone Number (no cell phone numbers, please);
- Demonstrated specific experience in financing, building, provisioning or operating projects that encompass the services requested herein;
- Demonstrated financial ability to engage in a project of this magnitude, including financial capability of any partners that you intend to engage; and
- A summary of the services you envision providing to the City.

Please be advised that the greater the degree of specificity, the more likely it will be for the City to review your response in the most favorable light.

Respondents should be aware that responses submitted to this RFI are not expected to be treated as confidential, and may be disclosed to the public in accordance with Pennsylvania law or otherwise made a matter of public record. Materials should not be submitted that the respondent would not wish to be subject to public disclosure or placed on the public record.

Communications with the City

All communications regarding this RFI should be directed to:

CITY INFORMATION SYSTEMS  
604 CITY-COUNTY BUILDING  
414 GRANT STREET  
PITTSBURGH, PA 15219  
ATTN: Ben Carlise / Lindsay Baxter  
Telephone: (412) 255-2152  
Email: [streetRFI@city.pittsburgh.pa.us](mailto:streetRFI@city.pittsburgh.pa.us)

**Response Submission Date: Anticipated Proposal/Procurement Schedule**

<b><u>Date</u></b>	<b><u>Activity</u></b>
Wednesday, February 18, 2009	Issue Request for Information
Wednesday, February 25, 2009 at 11 am In Room 614 of the City-County Building	Pre-opening meeting
Wednesday, March 11, 2009	Response Submission Deadline
Monday, April 6, 2009	Notify pilot participants
April 20 <sup>th</sup> to 30 <sup>th</sup> , 2009	Establish current light level baselines over 7 consecutive days
May 1st to 15 <sup>th</sup> , 2009	Fixture Installation
May 16 <sup>th</sup> to November 16 <sup>th</sup> , 2009	Pilot Program and energy audit

These dates are estimates only and the city reserves the right, in its sole discretion, to alter this schedule as it deems necessary or appropriate.

**IV. Rights and Options Reserved**

The City reserves and in its sole discretion may, but shall not be required to, exercise the following rights and options with respect to the submissions, evaluation, and selection process under this RFI:

- To supplement, amend, substitute or otherwise modify this RFI at any time and to cancel this RFI with or without issuing another RFI or RFP;
- To waive any informality, defect, non-responsiveness and/or deviation from this RFI and its requirements that is not, in the City’s sole judgment, material to the Proposal;
- To request additional or clarifying information or more detailed information from any Respondent at any time, before or after RFI submission, including information inadvertently omitted by the Respondent;
- To inspect and otherwise investigate projects performed by the Respondent, whether or not referenced in the RFI, with or without the consent of or notice to the Respondent;

- To conduct such investigations with respect to the financial, technical, and other qualifications of each Respondent as the City, in its sole discretion, deems necessary or appropriate;
- To waive and/or amend any of the factors identified in the “Submittal Requirements” section and elsewhere in this RFI as pertaining to the Respondent’s qualifications;
- To request that some or all of the Respondents modify their Proposals based upon the City’s review and evaluation;
- To permit or reject at the City’s sole discretion, amendments (including information inadvertently omitted), modifications, alterations and/or corrections to Proposals by some or all of the Respondents following Proposal submission; and
- To substitute, add, delete or change, the proposed pilot program in any manner which in the City’s sole determination, may increase, aid, or abet the City’s comprehension of the available technology and its potential value to the development of the street lighting program.

## **V. DEFINITION OF BASIC REQUIREMENTS**

Through this RFI, the City has elected to define some basic assumptions and requirements for the street lighting; however Respondents are encouraged to exercise their best judgment with flexible and creative solutions that meet the spirit of the stated project objective. The basic requirements for the pilot program as the City currently intends to implement it are as follows:

Vendor/ Pilot participants shall provide at their cost and expense:

1. Three (3) fixtures  
*(Lighting fixtures must meet the following illumination specification: an average footcandle of 1 at grade in middle of roadway with a 4:1 ratio minimum).*
2. All necessary wiring and hardware (if any) needed to tap into the city system.
3. All costs and expenses related to installation of fixtures by a City-approved contractor.
4. All costs and expenses related to “tweaking” illumination after initial installation.

The City shall provide:

Poles with a mounting height of approximately 25’ spaced approximately 150’ apart on a right of way of approximately 40’ to 50’ wide, with fixture arms for lamp head mounting.

The current intent is to run this test program for a period of six (6) months in order to observe performance under varied and varying conditions; at the conclusion of the test period, the fixtures will be available for pick up by the owner participant(s) at their own expense.

## **VI. SUMMARY**

The City’s Energy Efficient Street Light Conversion Project has been approved to develop a more effective, efficient and cost effective manner of lighting City streets and maintaining such

lighting system. It will also set a threshold for exploring new tools to lead our City into a greener, less energy consuming direction. It will involve efforts from the community and governmental bodies to deliver public area lighting programs to advance the goals of secure business districts, and safe neighborhoods in order to allow Pittsburgh to remain “America’s Most Livable City”. The City’s principal goal through issuance of this RFI is to identify a sound and reasonable solution to the City’s lighting goals with the capability to integrate already existing systems and hardware and to provide the ability to encompass new technologies.

## **VII. Pilot and RFP Award Criteria**

At the conclusion of the pilot program, all participants whose equipment meets acceptable standards in terms of light output, energy consumption, technical compliance, etc. will be eligible to continue to the next phase of the competition (submission of pricing for fixtures to be purchased by the City). Criteria of acceptability for the pilot and requirements for valid price submittal and all other germane information will be made available prior to the initiation of each of these stages.

### **SELECTION CRITERIA AND SELECTION COMMITTEE**

Please note that the selection criteria for both the pilot program and the eventual determination of the optimal lighting system for the City of Pittsburgh will be based on an evaluation of the following criteria:

- Soundness of the approach to the project;
- Specialized experience of the service provider, particularly its demonstrated experience in managing projects of similar scale and complexity. Experience of service provider and project team members with similar projects.

In addition, these criteria will also be assigned a value in determining the ultimate choice of equipment and provider to meet the City’s needs in the new lighting system:

- Initial and lifetime cost of lighting equipment, including maintenance, cleaning, and replacement demands;
- Projected lifetime of lighting equipment, lamps, heads, etc;
- Energy demands and light output of lighting equipment;
- Third party certification of fixtures; and
- MBE/WBE participation plan.

The Committee will be comprised of:

- 1 Bureau of Procurement, Fleet and Asset Services staff
- 2 Mayor’s Budget Office staff
- 1 Assistant Solicitor from Law Department
- 1 City Sustainability Coordinator
- 1 Department of Public Works staff
- 1 City Energy and Utilities Manager