OKLAHOMA MUNICIPAL POWER AUTHORITY

REQUEST FOR PROPOSAL (RFP) FOR ARCHITECTURAL DESIGN AND CONSTRUCTION MANAGEMENT SERVICES

February 26, 2018

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Background

OMPA has previously retained Frankfurt Short Bruza Associates (FSB) to study options for a new data center. With FSB's permission, OMPA is using certain information from their feasibility study in this RFP to provide potential bidders with the required information needed to provide a proposal. The property address for the new data center is 2701 West I-35 Frontage Rd., Edmond, OK 73013.

In addition to design of the data center, OMPA is seeking design services to make sure the front entry of the main building is ADA compliant. More information is presented in another section of the proposal.

General Proposal Requirements

1. **REQUEST FOR PROPOSALS.** Oklahoma Municipal Power Authority (OMPA), is requesting proposals from qualified firms or individuals (Architect) to provide professional services as described below:

   Scope and Nature: OMPA is seeking architectural design services for a Data Center for its Information Technology (IT) and Supervisory Control and Data Acquisition (SCADA) facilities upon the grounds of the administrative headquarters in Edmond, Oklahoma. In that regard, OMPA wishes to receive a proposal from the Architect to design the data center as described in this document by performing certain services including, but not limited to, the following:

   a. Design an approximate 3180 SF, MOL (More or Less), building located as shown in Attachment 1. This is a conceptual design. The final design will be negotiated between OMPA and the successful bidder.

   b. The building design shall meet all City of Edmond adopted building codes in affect at the time of the building design. The architect will be responsible for researching, applying and meeting these standards that meet ICC, ADA, ANSI, NEC, Telecommunications Industry Association (TIA) and any other applicable codes such as NERC/CIP standards. OMPA can assist with NERC/CIP standards.

   c. Provide all required architectural, electrical, mechanical and other design drawings, material lists and/or other items to allow OMPA to bid the project through the Oklahoma Public Competitive Bidding Act.

   d. Recommend needed site visits and/or construction management by the architect during construction to insure construction work performed meets industry standards and architect's design.

   e. If selected, provide an estimate of the total construction cost and a separate cost for construction management as described in item d above.

   f. Building to be designed and constructed to withstand an EF5 tornado. Architect to take into consideration the existing berm area behind the existing IT/SCADA building and how it can be used to provide a partial barrier to tornado/wind damage.

g. Exterior design of building shall be similar in design/materials, including to the existing buildings. This includes using a similar brick color.

h. Exterior electrical and mechanical systems will be considered sacrificial and do not need to have a hardened design.

i. Building will NOT utilize a raised floor design for IT/SCADA equipment.

j. No windows in IT/Corporate, SCADA, Electrical/UPS, or data/communications interface rooms.

k. Specify needed conduit or underground cable trenches from the existing IT/SCADA safe room in the main building to the new data center for power, communications, etc.

l. As shown in Attachment 1, physically separate server rooms for both corporate and SCADA servers are required. Separation between server rooms via an open-air type of partition to reduce cooling costs is acceptable. The partition must be designed to prohibit personnel from readily entering either room through the partition.

m. Corporate IT space shall accommodate up to 10 – 42U racks. The SCADA space shall accommodate up to 5 – 42U racks.

n. Move the existing main building generator to a location on the east side of the new data center. Design a partially enclosed, hardened generator area incorporating a sound dampening design that would improve the protection of the generator and still allow adequate room to service the generator.

o. Design to include quick connections for a backup generator in case the existing generator is rendered useless for any reason.

p. As part of the construction process, specify recommendations to minimize employee disruptions/parking issues.

Specific Proposal Requirements

The following sections describe the design requirements for exterior/interior design, mechanical, structural, electrical, fire suppression and fire alarm systems as recommended in the FSB feasibility study.

Building Entrance/Access

As shown in Attachment 1, access to the data center could be through a connecting corridor within the existing IT/SCADA building. With this potential design the storage room and its built-in shelving behind the garage will need to be modified to allow access to the data center. The architect shall also consider other entry designs such as a walkway on the west side of the existing SCADA building that leads to a roll up door as described next.

It is anticipated that an EF5 tornado rated motor/manually operated roll up door will be needed for access and to allow sufficient room to transport large equipment in and out of the data center.

Exterior/Interior Design

Overall design will consist of the construction of a 3,180 SF, MOL, addition containing the server rooms, supporting open office/storage space, an emergency operations room, and other rooms as shown in Attachment 1. The entire addition would be hardened to withstand an EF5 tornado. The exterior of the building would use brick and stone compatible with the existing OMPA main building.

Interior surfaces such as in server rooms and supporting spaces, sealed concrete would be the typical interior finish. Offices, conference rooms, and similar spaces would be provided with materials and finishes consistent with existing office space.

Structural Systems

Design loads for the data center include the following which is based on the provisions of IBC 2015 and ICC500. Design wind speed is for an EF-5 level tornado.

- Risk Category: IV ESSENTIAL
- Wind Load (ASCE 7-10 and ICC500): 250 MPH basic wind speed, Exposure = "C"
- Roof Live Load: 100 PSF tornado debris load on essential roof
- Ground Snow Load: 10 PSF

The following aspects would be expected for hardened construction.

Exterior walls: Depending on wall height, 8" CMU, fully grouted and with a vertical bar in every cell. Taller walls may require upsizing to 12" CMU, or alternatively 8"-10" thick reinforced concrete.

Structural Roof: Reinforced concrete approximately 10" thick for the spans envisioned in this study.

Slab and Foundation System: Perimeter walls would be expected to be supported by reinforced concrete grade beams and drilled concrete piers based on the information learned from drawings of the existing building. Interior load bearing walls, where required, would be similarly supported. Interior slabs on grade would be approximately 5"-6" thick.

Mechanical Systems

HVAC

All mechanical systems supporting the building will be designed in accordance with the 2015 International Mechanical Code (IMC).

The proposed mechanical system for the Corporate and SCADA Server rooms is a Liebert CRV (or equal) in row cooling system. This specially designed cooling system is a perfect fit for small to medium data

centers due to its small footprint and lack of reliance on a raised floor for air distribution. Preliminary estimates indicate each rack will be loaded to 3 kW, thus two CRV systems, each with 15 kW of sensible heat rejection capacity will be provided in the SCADA server room for N+1 redundancy at full build out condition. A similar approach will be used in the Corporate server room, and based on the full buildout condition of 10 racks, three CRV units with 15 kW of sensible heat rejection would be required for N+1 redundancy. Purchase and installation of one of the cooling units in the Corporate Server room could be deferred until five racks are fully loaded to reduce immediate first cost. Alternate HVAC system designs may be offered for consideration.

The remainder of the facility would be conditioned with traditional air conditioning technologies such as ground source heat pump to match the existing building, packaged rooftop units, or split systems. Exact system will be determined upon additional conversations with OMPA personnel.

Plumbing

All plumbing systems within the building will be designed in accordance with the 2015 International Plumbing Code (IPC).

Fire Suppression

A Clean Agent Extinguishing System will be provided in the SCADA Server Room, Corporate Server Room, and the Electrical and UPS room that will be designed in accordance with NFPA 2001, Standard on Clean Agent Fire Extinguishing Systems (2015). In conjunction with the Clean Agent Extinguishing System, a smoke detection system will be provided to activate the fire suppression system. Per code, the facility does not require automatic wet pipe sprinkler protection.

The open office area and a conference room shall include a wet pipe sprinkler area for those areas.

Fire Alarm

The facility will be provided with an intelligent addressable fire alarm system in accordance with the requirements of the IBC (2015), IMC (2015), NFPA 70, National Electric Code (2014) and NFPA 72, National Fire Alarm and Signaling Code (2016). Audible and visual occupant notification devices will be provided throughout the facility to alert building occupants in the event of a fire alarm.

Manual fire alarm pull stations and automatic smoke detectors will be provided where required by the applicable codes stated above. Duct smoke detectors will be provided as required by the IMC. The fire alarm system will communicate with the remote monitoring station via DACT (telephone), radio or cell phone system transceiver.

Electrical Systems

The objective of the proposed electrical design is to provide reliable power to the Corporate and SCADA Server Rooms; additionally, lighting and power will be provided to supporting equipment and spaces. A

new feed from the existing transformer will be needed to service the new facility. This will require coordination with Edmond Electric for proper location of a new meter to measure electric usage.

The design of the electrical systems will be in accordance with National Electrical Code (NEC) 2017 and other applicable codes.

Uninterruptible Power Supply (UPS) Backup and Standby Power System

The proposed electrical system for the Corporate and SCADA Server rooms incorporates a redundant UPS design, utilizing redundant Static Transfer Switches (STS) to provide reliability through N+1 redundancy. Each UPS will connect to each STS, providing redundant feeds to each server rack. Parallel independent Power Distribution Units (PDU's) in each rack will provide N+1 redundant power to all network equipment in the rack. PDU's will include both 208VAC and 120VAC receptacles for powering network equipment.

The proposed UPS System is a Liebert EXM (or equal) UPS. This scalable system is optimized for midsize IT and critical power applications, and is appropriate because of its relatively small footprint and modular design. Preliminary estimates indicate that each rack will be loaded to 3kW. Power to 10 racks in the Corporate Server Room, and 5 racks in the SCADA Server Room is included for future growth. Two 80KVA UPS systems will be provided for N+1 redundancy. Each UPS will have battery cabinets, with 16 minutes of backup power to comply with NERC criteria and to allow for transition to the backup generator power system during an interruption in utility power. The UPS system will provide power to both SCADA and Corporate Server rooms.

The design will utilize a closed-transition Automatic Transfer Switch (ATS), which allows a transition to/from generator power without interruption of power to sensitive equipment

Lighting

All lighting systems will be provided in accordance with NEC, IESNA, and applicable local codes governing lighting installations.

Both the exterior and interior light fixtures in the building will be energy efficient LED type fixtures.

In the administrative area, where practical, the interior lighting will be controlled by occupancy sensors. Indirect lighting in office areas is recommended. In areas where occupancy sensor control is not practical and as code requires, the lights will be manually controlled with standard wall switches.

Exterior lighting will be controlled by photocell. Emergency lighting system will be provided throughout the building in accordance with NFPA 101, Life Safety requirements. LED type exit lights will be provided in the path of egress. Egress lighting in electrical, mechanical, telecommunication spaces and exit signs throughout the facility will be equipped with battery backup systems.

Building Grounding System

All grounding systems will be provided in accordance with NFPA 70 and the latest edition of 1100-2005 – IEEE Recommended Practice for Powering and Grounding Electronic Equipment (IEEE 1100 Emerald Book). The building grounding system will be designed for a maximum resistance of 5 ohms. A separate grounding conductor will be provided with every branch circuit.

Telecommunications/Data Systems

There will be a communications room for the termination of the incoming fiber optic and other cables and distribution to telephone/data receptacles. All cables will be installed above ceilings or concealed in walls and supported by appropriate methods for the construction.

Security System

Security systems (Intrusion Detection, Access, and CCTV) will be provided by the existing OMPA provider of such services for its main building. The architect will need to coordinate with OMPA personnel on the placement of security system equipment and wiring so it can be incorporated into design/construction drawings.

ADA Compliance

As previously mentioned, the front entry to the main OMPA office building needs to be brought into ADA compliance. Please refer to Attachment 2. The following areas need to be addressed:

1. The lack of a power assist operator
2. Door threshold of west exterior door results in a vertical height transition of greater than ½ inch
3. Several areas of sidewalk and the ADA parking do not conform to the requirements of the ADA for slope and cross slope. See areas highlighted in blue in Attachment 2.

Bidder Project/Proposal Considerations

2. **PROJECT SCHEDULE**. The tentative schedule for the project is as follows:
    - February 26– Solicit proposals from architects.
    - April 5 – Proposals due from architects.
    - April 18-19 – Interviews with selected bidders
    - May 10– Recommendation/Award at OMPA Board of Directors (BOD) meeting.

    Please note that architects/bidders can visit the site only by scheduled appointment.
3. **PROPOSAL SUBMISSION.** Three (3) paper copies of the proposal shall be addressed and delivered in a sealed envelope to OMPA, 2701 W. I-35 Frontage Road, Edmond, OK 73013, Attn: Jim McAvoy,

Director of Engineering. An electronic copy of the proposal shall also be submitted via e-mail to jmcavoy@ompa.com. Proposals will be received until 3:00 p.m. (Central Time) on April 5, 2018. Any proposal received after that time and date will not be opened or considered and will be returned to the bidder. Along with the submission there shall be provided a fully executed Non-Collusion and Business Relationships Affidavits, copies of which are included as Attachment No. 3.

4. **EXPERIENCE AND QUALIFICATIONS**. Each Architect submitting a proposal should include, but not be limited to, the following information:

    A. The name of the firm and location of all its offices, specifically indicating the principal place of business.

    B. A brief history of the firm and the range of services offered.

    C. The age of the firm, the total number of years of experience providing architectural services for historic renovation projects as described herein over the past five (5) years.

    D. A Management Plan that provides at least the following information: (The Management Plan should be concise yet contain sufficient information for evaluation.)

        1) The education, training, experience, licensing, and qualifications of members of the firm and key employees for these projects, including the individuals responsible for the performance of the work described herein. Include an organization chart.

        2) Proposed project schedule showing critical dates and other information in sufficient detail for the selection committee to determine the feasibility of the time frames indicated.

        3) The experience, qualifications, and expertise of the firm with these types of projects (the design services for cooperative working spaces and historic property renovation.) This should include the firm's experience with managing community relations and advancing innovative ideas. It should include information on the firm's technical capabilities and ability to timely perform the services as reflected by the firm's current and projected workload and having adequate personnel, equipment, and facilities.

        4) Financial proposals regarding the architectural and engineering costs and fees for the professional services to be provided to the OMPA. Provide a statement of Fee Compensation based on your applicable hourly rates with a fixed "not to exceed" quotation. The names of at least three (3) clients who may be contacted for references.

        5) Indicate the present level of professional and general liability and other insurance coverage for the firm.

        6) Include illustrative drawings of floor plans of similar type projects the firm has designed, if any, along with renderings and/or photographs of completed projects. Include any other information that would aid in the evaluation of the designs, such as costs, durability, energy efficiency, etc. The format should be 8/5 X 11 and only include enough material to be illustrative, not complete sets of drawings.

        7) Accessibility of the Architect personnel to the OMPA.

8) List and describe any litigation, arbitration, or other alternative dispute resolution proceedings the Architect has been involved in with an owner within the past five (5) years.

9) List and describe any actions taken by any regulatory agency against the Architect or its agents or employees with respect to any work performed.

10) Provide any other pertinent information regarding qualifications and performance data requested by the OMPA.

11) To be considered responsive to the requirements of this RFP, the Architect shall provide verifiable evidence that the firm, personnel, and associated consultants are appropriately licensed in the State of Oklahoma and meet all the requirements and qualifications described herein. The OMPA reserves the right to request additional information which, in its sole opinion, is necessary to assure that the Architect's competence, business organization, and financial resources are adequate to perform the work described herein.

12) Provide a list of projects currently under contract.

5. **EVALUATION CRITERIA AND SELECTION.** OMPA will evaluate each RFP submitted based on responsiveness to the project's needs. OMPA will take into account the estimated value, the project scope and complexity, as well as the professional nature of the services to be rendered. If OMPA recommends the award of a contract, OMPA will recommend the award of contract to the Architect who is responsive to all administrative and technical requirements of the RFP, who has demonstrated competence and qualifications of the type of services required, and who receives the highest rating based upon the competence and professional qualifications to perform the services required. Evaluation criteria shall also include, but is not limited to:

   A. Competence to perform the services as reflected by technical training and education, overall experience, experience in providing the required services, and the qualifications and competence of persons who would be assigned to perform the services.

   B. Ability to perform the services as reflected by workload and the availability of adequate personnel, financial resources, equipment, and facilities to perform the services expeditiously.

   C. Past performance as reflected by the evaluation of others who have retained the services of the Architect with respect to factors such as control of costs, quality of work, and an ability to meet deadlines.

   D. Interview presentation of the submitted proposal if requested by OMPA.

6. **CONTRACT NEGIOTIATION**. OMPA will negotiate the terms of a contract with any selected Architect. If an agreement is reached, the Contractor will enter into a written contract and will perform all work pursuant to that contract. The Proposal does not constitute an agreement or contract with OMPA or any other entity, and OMPA reserves the right to not enter into any agreement with any Architect.

7. **TERMS AND CONDITIONS**. All terms and conditions are subject to further negotiation. OMPA reserves the right to require bidding of any work to be subcontracted by Architect, according to a competitive bidding process determined by OMPA.

8. **BONDS AND INSURANCE.** The Architect shall procure and maintain bonds and insurance as required by law or the contract documents.

9. **IDENTIFICATION OF PROPOSAL.** Proposals shall be submitted in a sealed envelope with the Architect's name, address, and telephone number clearly marked on the cover. The lower left corner of the sealed envelope should read as follows: "PROPOSAL FOR ARCHITECTURAL SERVICES".

10. **WAIVER TO CLAIMS**. By submitting a proposal, the Architect agrees to waive any claim it has, or may have, against OMPA, and its agents or representatives, and their respective employees, arising out of, or in connection with, the administration, evaluation, or recommendation of any proposal; waiver of any requirements under the proposal documents or the contract documents; acceptance or rejection of any proposals; and award of the contract.

11. **WITHDRAWAL OF PROPOSAL.** A request to withdraw a proposal must be made in writing and filed with the Director of Engineering prior to the time set for the opening of proposals. No proposal may be withdrawn following the opening of proposals.

12. **DISQUALIFICATION OF BIDDERS.** Architects may be disqualified, and their proposals disregarded for reasons which include but are not limited to the following:

    A. OMPA has reason to believe that the Architects have engaged in collusion.

    B. The Architect being interested in any litigation against any party to the proposal.

    C. The Architect is in arrears on any existing contract or has defaulted on a previous contract.

    D. The Architect has uncompleted work which, in the judgment of OMPA, will prevent or hinder the prompt completion of this construction project, if it were awarded to the Architect.

    E. Other appropriate reason as determined by OMPA.

13. **NON-RESPONSIVE PROPOSALS.** An Architect that fails to respond to any request for information may be deemed non-responsive and its proposal may not be considered for the award.

14. **PROPOSAL SUBMISSION**. Submission of a proposal in response to this RFP is a certification that you, your company, and any subcontractor is not currently debarred, suspended, proposed for debarment, declared ineligible, or otherwise excluded from submitting proposals to any State or Federal department or agency or any political subdivision of the State of Oklahoma.

15. **REJECTION OF PROPOSALS/TERMINATION OF PROCESS.** OMPA reserves the right (a) to terminate the proposal process at any time; (b) to reject any or all proposals; (c) to change the schedule and dates for responses, interviews and other dates; and (d) to waive formalities and minor irregularities in the proposals received. OMPA further reserves the right to conduct a pre-award survey of any firm under consideration to confirm any of the information furnished by the firm or to require other evidence of managerial, financial, technical and other capabilities, the positive establishment of

which is determined by OMPA to be necessary for the successful performance of the contract. OMPA further reserves the right to cancel or amend this RFP at any time and will attempt to notify recipients accordingly.

16. **PUBLIC RECORDS.** Architect acknowledges by submitting a proposal that any and all information may be subject to Oklahoma Open Records Act.

Submit all questions, inquiries, or requests for clarification about the project in writing to Jim McAvoy, Director of Engineering, OMPA, 2701 W. I-35 Frontage Road, Edmond, OK 73013.

Dated this 26th day of February 2018.

OKLAHOMA MUNICIPAL POWER AUTHORITY

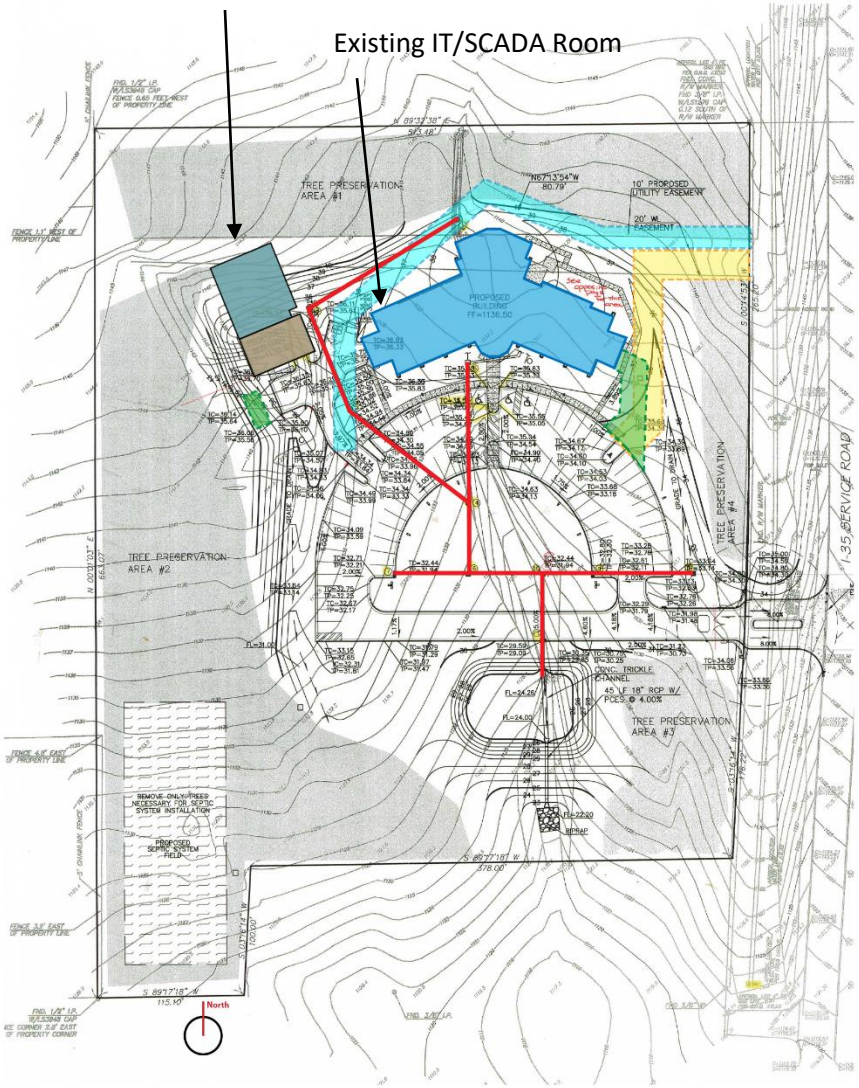
By:___s/_____

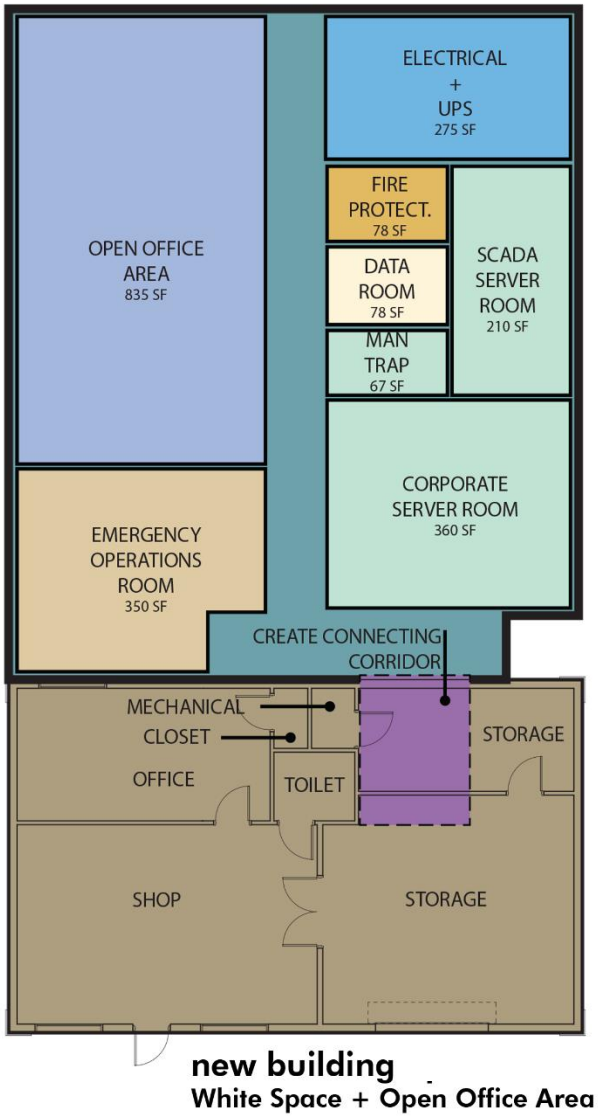
David W. Osburn
General Manager

ATTACHMENT NO. 1

New Data Center behind existing IT/SCADA Lab

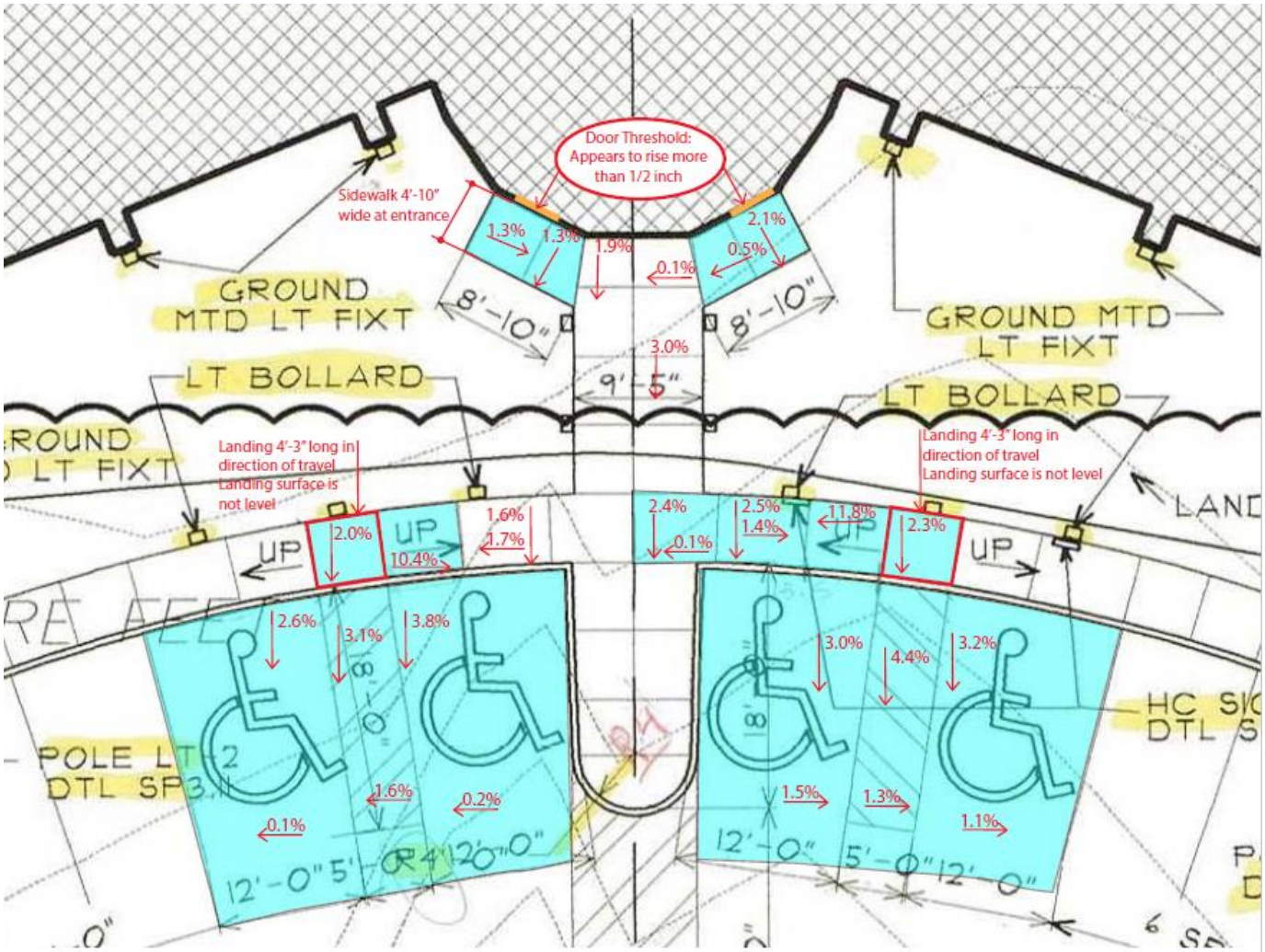
Existing IT/SCADA Room





new building
White Space + Open Office Area

ATTACHMENT NO. 2



ATTACHMENT NO. 3

BID AFFIDAVITS

The following affidavits are to accompany the proposal:

A. Non-Collusion Affidavit

STATE OF _____)
) SS
COUNTY OF _____)

_____**,** of lawful age, being first duly sworn, on oath says that (s) he is the agent authorized by the Bidder to submit the attached bid. Affiant further states that the Bidder has not been a party to any collusion among Bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding; or with any Oklahoma Municipal Power Authority official or employee as to quantity, quality, or price in the prospective contract, or any other terms of said prospective contract; or in any discussion between Bidders and any Oklahoma Municipal Power Authority official concerning exchange of money or other thing of value for special consideration in the letting of a contract.

_____

Subscribed and sworn to before me this _____ day of _____, 20 _____.

_____
Notary Public

My Commission Expires:

_____

B. Business Relationships Affidavit

STATE OF _____)
) SS
COUNTY OF _____)

_____, of lawful age, being first duly sworn, on oath says that (s)he is the agent authorized by the Bidder to submit the attached bid. Affiant further states that the name of any partnership, joint venture, or other business relationship presently in effect or which existed within one (1) year prior to the date of this statement with the architect, engineer, or other party to the project is as follows:

_____

_____

_____

Affiant further states that any such business relationship presently in effect or which existed within one (1) year prior to the date of this statement between any officer or director of the bidding company and any officer or director of the architectural or engineering firm or other party to the project is as follows:

_____

_____

_____

Affiant further states that the names of all persons having any such business relationships and the positions they hold with their respective companies or firms are as follows:

_____

_____

_____

(If none of the business relationships hereinabove mentioned exist, affiant should so state.)

_____

Subscribed and sworn to before me this_____ day of _____, 20 _____.

_____
Notary Public

My Commission Expires: