

HEA Projects



Horizon Engineering
Associates LLP

Demand a Higher StandardSM



Schedule
Contract GS-21F-0073Y

General Services Administration

Authorized Federal Supply Schedule Price List

GSA Contract Number: GS-21F-0073Y

SIN 871-206, **Building Commissioning Services**

SIN 871-207, **Energy Audit Services**

GSA Schedule 03FAC, Facilities Maintenance &
Management Services

Contract Base Period: 3/9/12 to 3/8/17

Large Business

Contact Information

30 Broad Street, 15th Floor New York, NY 10004

Phone: (212) 400-3700 / E-mail: lweng@hroizon-engineering.com

URL: www.horizon-engineering.com

On-line access to contact ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!, a menu driven database system. The INTERNET address for GSA Advantage! is: <http://www.gsaadvantage.gov>.

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HEA provided commissioning services for
this noteworthy project.

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Firm Profile



US Environmental Protection Agency Science and Technology Center, LEED Gold
HEA provided cost savings through commissioning services.

Only a higher standard can get building systems right. Specializing in building commissioning, sustainable consulting, and energy efficiency services, Horizon Engineering Associates, LLP (HEA) achieves a higher standard - for your projects. We are one of the nation's premier commissioning providers, having served as commissioning authority for more than 90 million sf and \$20 billion in construction cost since 1995. With offices across the country, we have one of the largest and most respected staffs of Certified Commissioning Professionals and LEED Accredited Professionals in the nation.

As a pioneer in the industry, HEA commissioned the nation's first green residential high-rise building (The Solaire), which is also a model of sustainable design and construction principles. We continue to actively participate in the future of commissioning and sustainable design through the high standards of our own practice, and through leadership in industry organizations such as the U.S. Green Building Council and the Building Commissioning Association.

Quick Stats:

SINs

- 871-206 Building Commissioning
- 871-207 Energy Audit Services

Size

- 100+ employees
- 13 offices nationwide

Expertise

- 350+ LEED Registered/Certified projects
- Commissioning over 90M sf worth \$20B
- Average 150 Cx projects per year
- Leadership positions in the Building Commissioning Association (BCA)
- ZweigWhite Hot Firm 2010, 2009, 2005

Core Services

- Commissioning for New Construction & Existing Buildings
- Sustainable Consulting
- Energy Audit & Analysis

HEA can help federal agencies make progress towards meeting the energy reduction requirements of Executive Orders 13423 and 13514. Start implementing steps to lower energy consumption with an energy audit or commissioning and make progress towards the 2030 net-zero-energy goal. HEA has provided commissioning, engineering and consulting services to a number of owners and clients nationwide, including local, state and federal government; healthcare; biomedical laboratory; educational; commercial; research; and mission critical facilities. From mechanical and electrical systems to building envelope, HEA has a simple goal: getting building systems to work as they were intended.

HEA Differentiators:

Boots in the Field – HEA is a hands on engineering firm that is on site to facilitate communication and teamwork. Our experience is well documented in over 1,000 facilities commissioned since 1995.

Commissioning Focused – HEA engineers are not the Jacks of all Trades. We are Masters of commissioning and energy efficiency services.

Customized Process – HEA works with you to understand your scope of work and the unique needs of your facility.

Solutions Providers – We offer a collaborative and innovative approach to finding solutions for your building issues.



Scope of the Contract

Special Item Number (SIN) 871-206/206RC Building Commissioning Services

The scope of this SIN includes, but is not limited to, comprehensive building commissioning services on new construction, major modernization projects, and existing energy consuming buildings and facilities to ensure the building systems are designed and built to operate as efficiently as possible. This includes re-commissioning and retro-commissioning services. Energy efficient buildings certification programs such as LEED may be included.



National September 11th Memorial & Museum

For this project, HEA served as commissioning authority for the World Trade Center Memorial Fountains, the Memorial Museum and the Pavilion. Commissioning services met requirements for numerous governing bodies including NY State Executive Order 111, Sustainable Guidelines for the WTC Redevelopment Project, LEED Energy and Atmosphere (EA) Prerequisite 1 for Fundamental Commissioning of the Building Energy Systems and EA Credit 3 for Enhanced Commissioning.



University of Michigan, Mott Children's Hospital & Von Voigtlander Women's Hospital

HEA performed commissioning and LEED Accredited Professional services for this new 1.1 million sf, LEED Silver hospital. HEA identified and monitored the correction of over 3,800 deficiencies for this project. HEA's scope of work included the mechanical, electrical, plumbing, fire safety, BMS, data, audiovisual, code blue, medical gas equipment, security and emergency power systems. HEA spearheaded the effort for testing and reviewing the systems with the various authorities having jurisdiction including the electrical and mechanical inspectors, the State Fire Marshal and the State Health Inspectors.

Special Item Number (SIN) 871 207/207RC, Energy Audit Services

The scope of this SIN includes, but is not limited to, developing, executing, and reporting on audit plans and/or performing energy and water audit services. Energy audits may range from cursory to comprehensive. Including, but not limited to data collection, data analysis, benchmarking with tools such as Energy Star, and written recommendations of suggested upgrades of electrical and mechanical infrastructure, including their impact on energy consumption and pollution. It can include recommendations for using alternative energy sources. Energy efficient buildings certification programs such as LEED may be included.



NYC Dept. of Design & Construction, Brooklyn Museum Energy Audit

HEA performed energy auditing services for this 555,000 sf museum. Originally constructed in 1897, the facility was renovated and expanded several times over the past 60 years. Key tasks performed by HEA included: energy bill and system design review and analysis; site walkthroughs and equipment testing; identification of energy conservation measures (ECMs), analysis of their feasibility, and calculations of their potential impacts; and final reporting. In aggregate, HEA identified \$520,053 in annual energy savings opportunities.



Time & Life Building Energy Audit

This high rise building was constructed in 1959 and is comprised of 48 stories and approximately 2 million sf of Class A office space. HEA reviewed the facility's energy consumption, using a multi-step approach that uncovered potential energy savings. HEA gathered energy consumption data over a full year to understand the current facility management approach and to craft a plan of action. HEA also observed and interviewed the existing staff to determine whether the base building and central plant were operated in the most energy efficient manner. As a result of the energy audit, HEA identified 9 Energy Conservation Measures (ECMs), which would yield \$1.26 million in annual energy savings opportunities, with a weighted payback period of 1.94 years.

Pricing

Awarded GSA Hourly Rates

The following prices are “net” (prices shown include all applicable discounts and are inclusive of the Industrial Funding Fee).

HEA’s GSA hourly rates vary depending on which office(s) perform services under each Task Order.

HEA Labor Category	HEA Office Location				
	NY	NC/FL	MI	PA/MD	MO/TX/OH
Principal	\$223.30	\$223.30	\$223.30	\$223.30	\$198.49
Senior Engineer	\$163.75	\$163.75	\$163.75	\$163.75	\$163.75
Senior Project Engineer	\$133.98	\$133.98	\$124.06	\$124.06	\$124.06
Project Engineer	\$114.13	\$114.13	\$109.17	\$109.17	\$109.17
Field Engineer	\$94.28	\$84.36	\$89.32	\$89.32	\$84.36
Project Coordinator	\$64.51	\$64.51	\$64.51	\$64.51	\$64.51

Volume Discount

For any individual GSA task order in excess of \$250,000, HEA offers a 0.5% discount off the rates shown above. If an individual task order has a value that does not exceed \$250,000 per year and is subsequently modified so that the total value exceeds \$250,000 per year, HEA will start applying the Volume Discount as soon as administratively feasible thereafter, which in any event will be no later than in the first month after the effective date of the modification. HEA does not offer rebates or retroactive discounts.

Position Descriptions

Principal

Functional Responsibilities

- Responsible for general oversight of the commissioning team's progress. Participates in review of OPR and BOD documents, participates in design reviews, reviews controls submittal and reviews final report. Senior Engineer reports directly to the Principal.
- Company-wide mentorship and leadership for both engineering and operations department.
- Provide leadership and support, as assigned, to support the growth and development of staff members.
- Provide business development activities for all offices.
- Participate in company-wide training programs.

Minimum Education

Bachelor's Degree in Engineering

Training or Certification Requirements

Professional Engineering (P.E.) registration; plus LEED AP certification, or Certified Commissioning Professional (CCP)

Minimum Experience

20 years of engineering experience

Substitution Factor

None

Senior Engineer

Functional Responsibilities

A Senior Engineer focuses on providing technical oversight and support to all teams within his or her region. Key functional responsibilities include the following:

- Engineering mentorship and leadership.
 - Provide leadership and support, as assigned, to support the growth and development of other engineering staff members.
 - Participate in company training and safety initiatives.
- Client maintenance and Quality Assurance.
 - Involved in high-level client maintenance to provide assurance to all existing clients that the quality of the services delivered are closely examined and under scrutiny.
 - Working with executive management, directors, team leaders/engineering managers to develop and ensure standards are developed and maintained, specifically in the areas of quality assurance and training.
- Revenue generating activities.
 - Support company revenue targets by leading or supporting existing projects as assigned.
 - Project assignments will be based on areas of expertise, relationship with the client and other strategic client initiatives.
- Business development.
 - Support company sales initiatives as requested by the Director of Engineering.
 - Lead or participate in client and educational presentations, trade shows, etc.
 - Support business plan by initiating and developing new relationships with strategic clients or in strategic markets or market sectors.
- Any special projects as required.

Minimum Education

Bachelor's Degree in Mechanical or Electrical Engineering

Training or Certification Requirements

None

Minimum Experience

10 years of engineering experience

Substitution Factor

None

Senior Project Engineer

Functional Responsibilities

A Senior Project Engineer is responsible for the planning and execution of multiple projects and resources. Responsibilities include the design, construction, operations and maintenance or commissioning of over 250,000 square feet of projects. Key functional responsibilities include the following:

- Responsible for managing, scheduling and budgeting assigned projects.
- Provide weekly task lists to engineering manager for inclusion in weekly work plan.
- Ensure completion of tasks that are conducted or managed are done within budgeted allotments.
- Maintain relations with existing clients on assigned projects.
- Support the engineering manager in the training and mentoring of team members on proper documentation development, field procedures and equipment usage.
- Support other project engineers and senior project engineers as required to maintain full utilization.
- Any special projects as required.

Minimum Education

Bachelor's Degree in Mechanical or Electrical Engineering

Training or Certification Requirements

LEED AP certification

Minimum Experience

- 7 years of experience in engineering related positions including previous project engineering experience.
- At least 3 years of experience working with absorbers, chillers, boilers, air ventilation balancing systems and other optimization techniques.
- Hands-on-experience with HVAC and/or electrical systems.

Substitution Factor

None

Project Engineer

Functional Responsibilities

A Project Engineer is responsible for the planning and execution of multiple projects and resources. Responsibilities include the design, construction, operations and maintenance or commissioning of more than 100,000 square feet of projects. Key functional responsibilities include the following:

- Responsible for managing, scheduling and budgeting assigned projects.
- Provide weekly task lists to engineering manager for inclusion in weekly work plan.
- Capable of executing and managing tasks within time budgeted.
- Maintain relations with existing clients on assigned projects.
- Support the Engineering Manager in the training and mentoring of team members on proper documentation development, field procedures and equipment usage.
- Support other project engineers and senior project engineers as required to maintain full utilization.
- Any special projects as required.

Minimum Education

Bachelor's Degree in Mechanical or Electrical Engineering

Training or Certification Requirements

LEED AP certification

Minimum Experience

- At least 3 years of experience working with absorbers, chillers, boilers, air ventilation balancing systems and other optimization techniques.
- Hands-on-experience with HVAC and/or electrical systems.

Substitution Factor

10 years of construction or maintenance related experience with a 2 year engineering technology degree can substitute for a Bachelor's Degree in Mechanical or Electrical Engineering.

Field Engineer

Functional Responsibilities

A Field Engineer is directly responsible for the execution of field and office assignments as directed, and must have general knowledge of the following topics: refrigeration, HVAC, steam management and distribution systems, pumps, fans, motors, chillers, boilers, air ventilation balancing systems, building management systems (BMS) and variable air volume (VAV) systems. Key functional responsibilities include the following:

- Site Inspections and reports.
- Equipment testing.
- Submittal review and preparation of comments.
- Document and specification reviews and updates.
- Creation and execution of commissioning checklists for the respective equipment and systems as directed by the team leader.
- Collection and tabulation of field data using HEA testing equipment.
- Preparation and writing of reports.

- Proper use of HEA's test equipment including maintenance, cleaning and reporting damages to their respective Team Leader.
- Assist in executing performance test requirements.
- Individual Time and Expense management.

Minimum Education

Bachelor's Degree in Mechanical or Electrical Engineering

Training or Certification Requirements

None

Minimum Experience

1 year of experience.

Substitution Factor

None

Project Coordinator

Functional Responsibilities

A Project Coordinator is responsible for performing a range of management tasks which include creating and maintaining multiple systems for tracking projects and associated deliverables. Key functional responsibilities include the following:

- Work with team leaders in development and updates to projected workload.
- Work with other project coordinators to improve processes associated with project management.
- Maintain project directories and schedules.
- Administrator of assigned team purchasing; supplies, tools and equipment as needed for projects; maintain team/departmental budget.
- Track project hours, expenses and create monthly invoices to submit to client.
- Review and proof-read project related documents for proper formatting prior to client delivery.
- Online Deficiency Database Management; setup new companies, projects and team members; input design document review, construction document review, submittal review and field inspection deficiencies; accurate indexing of project deficiencies for reports.

- Maintain team schedules in Outlook calendar.
- Coordinate and administer internal Project Kick-off meetings for new projects with the Team Leader.
- Setup and maintain team projects in the company project management software program.
- Manage incoming project related documentation (drawings, submittals, bulletins, addendums, ASI's, RFI's and other documents).
- Maintain assigned team meeting minutes.

Minimum Education

Bachelor's Degree

Training or Certification Requirements

Computer literacy and a working knowledge of Microsoft Office (Excel, Word, PowerPoint, Outlook and Project).

Minimum Experience

- 1 year of experience in a general business environment with project administration/coordination experience.
- Extensive experience managing multiple high-quality deliverables based on tight project schedules.

Substitution Factor

None

Advantages of Using a GSA Schedule Contract



US Military Academy Prep School, West Point
HEA is providing LEED commissioning services for this 250,000 facility.

HEA offers a quick, convenient and cost-effective way to implement commissioning or energy audits at your facility. Our GSA Schedule contract provides an excellent solution. It offers the following advantages:

Dramatic time savings.

You can typically complete the task order initiation process (as specified in FAR 8.405) very quickly—often in a matter of weeks.

Minimal administrative burden.

- When you place an order with HEA through our GSA Contract, the order will be considered to have been placed using “full and open competition.”
- You are not required to synopsise the requirement ahead of time in FedBizOpps. You are typically required to synopsise the award of the task order only if it is funded by the American Recovery and Reinvestment Act.
- GSA has already determined that prices offered by GSA contractors are “fair and reasonable.”
- All applicable federal procurement laws and regulations, including “small business” set-asides and other types of set-asides, already have been applied.

No dollar limits on task orders.

Any size order can be placed; there are no limits on the sizes of task orders.

Flexibility.

For example, you can set up a “Blanket Purchase Agreement” (BPA) with HEA, in the event that you do not know the precise amount or types of services that you would like purchase. You can use the BPA as an ordering device in which all of your offices can participate, allowing them to place orders directly.

Direct relationship with HEA.

- GSA will not get involved in your selection process.
- Your agency will not have to transfer funds to GSA and will not have to set up an interagency agreement.
- HEA will deliver services and invoices directly to your agency. GSA does not inject itself into the client/contractor relationship.

Customer Information

- 1a. Awarded Special Item Numbers (SINs):
871-206/206RC, Building Commissioning Services
871-207/107RC, Energy Audit Services
- 1b. Hourly Rates: See “Pricing” section, above.
- 1c. Labor Category Descriptions: See “Position Descriptions” section, above.
2. Maximum Order: There is no limit on the size of any task order issued under a GSA Schedule contract. If the best value selection places your order over \$1 million for a task order, HEA can decline the order.
3. Minimum Order: \$100
4. Geographic Coverage: Domestic.
5. Points of Production: Same as company address.
6. Discount from List Prices or Statement of Net Price: Government net prices (discounts already deducted). See “Pricing” section.
7. Volume Discounts: See “Pricing” section, above.
8. Prompt Payment Terms: Net 30 days.
9. Government Purchase Cards: Accepted to the micro-purchase threshold. Not accepted over the threshold.
10. Foreign Items: None.
- 11a. Time of Delivery: As specified in task orders.
- 11b. Expedited Delivery: Contact HEA.
- 11c. Overnight and 2-day Delivery: Contact HEA.
- 11d. Urgent Requirements: Contact HEA.
12. F.O.B. point(s): Destination.
- 13a. Ordering Address:
Horizon Engineering Associates, LLP
30 Broad Street, 15th Floor
New York, NY 10004
Phone: (212) 400-3700
E-mail: lweng@horizon-engineering.com
URL: www.horizon-engineering.com
- 13b. Ordering Procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs), and a sample BPA can be found at the GSA/FSS Schedule homepage.
14. Payment Address: Same as company address.
15. Warranty Provision: Contractor’s standard commercial warranty.
16. Terms and Conditions of Government Purchase Card Acceptance: Contact HEA.
17. Data Universal Number System (DUNS) Number: 04-375-6225
18. Notification Regarding Registration in Central Contractor Registration (CCR) Database: Registered.

Contact Us

How can we be of service?

Please give us a call or drop us a line:



Schedule
Contract GS-21F-0073Y

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Horizon Engineering
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Demand a Higher StandardSM

Headquarters

30 Broad Street, 15th Floor
New York, NY 10004

Additional Locations:

Northeast:

Hauppauge, NY
Hudson (Albany area), NY
Syracuse, NY

Mid Atlantic:

Baltimore, MD
York, PA

West:

Salt Lake City, UT

South:

Houston, TX
Charlotte, NC
Fort Lauderdale, FL

Midwest:

Novi (Detroit area), MI
Westerville (Columbus area), OH
St. Louis, MO