NEW YORK STATE | Office for People With Developmental Disabilities

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Governor

WILLOW BAER
Commissioner

March 17, 2026

Re: **2026 Transfer Switch Repair Project at Westfall Campus in Monroe County - IFB FL 033126**

Questions and Answers: Below is a compilation of the questions received for this bid. Questions that were repeated, or of a recurring nature, were consolidated.

1. **Question: What is the address of Westfall Campus?**

   Answer: Westfall Campus is located at 620 Westfall Road, Rochester, NY 14620.

2. **Question: We just completed the New York State Vendor Responsibility Questionnaire For-Profit Construction (CCA-2). Will this document work since it has already been updated with the state, or do we need to complete the Vendor Responsibility Questionnaire For-Profit Business?**

   Answer: OPWDD will accept the New York State Vendor Responsibility Questionnaire For-Profit Construction (CCA-2) for this project, as long as it has been certified within the past six months; however, this project is not a construction project, and all bidders should read through the Scope of Work in IFB FL 033126 for details.

3. **Question: Is it the responsibility of the contractor to furnish and purchase the PLC and HMI components required for this project? If yes, should redundant PLC Processors be provided?**

   Answer: Yes, per page 18 of the **Qualifications & Scope of Work** in IFB FL 033126, section **II. General Requirements**, subsection 1., "Proposal will include all materials, labor, disposal of materials fees, and site clean-up." Redundant PLC processors are to be provided by the contractor awarded this project.

4. **Question: Has OPWDD performed any testing on the existing Eaton automatic transfer switch to confirm whether the issue is with the ATS hardware itself or with the PLC/HMI system?**

   Answer: Testing was completed. It was confirmed that the PLC/HMI is faulty, with a high probability that the ATS hardware is also malfunctioning.

5. **Question: Can you provide overall site photos for each substation/location within the project scope; detailed hardware photos (PLC, DI/DO modules, HMI screens, relays, UPS, and all control panels) including clear model numbers and quantities; and field equipment controlled by the PLC/HMI (switchboards, generators, tie breakers, etc.)?**

   Answer: OPWDD will not be supplying photos. All potential Bidders were required to attend the Mandatory Site Visit if they wish to submit a bid. They were encouraged to take any necessary photos they would need while at the site visit.

6. **Question: Can you explain the system operation, including PLC/HMI functionality, operating philosophy, existing issues, and generator paralleling method?**

   Answer: All potential Bidders were required to attend the Mandatory Site Visit, where operations were viewed.

7. **Question: Can you provide available documents (schematic, GA drawings, logic diagrams, I/O list, O&M manuals) prior to response to questions date?**

   Answer: OPWDD has provided all copies of available drawings with this Official Responses to Questions Memo.

8. **Question: What hardware needs to be upgraded or replaced, and in what quantities?**

   Answer: Per page 18 of the **Qualifications & Scope of Work** in IFB FL 033126, section **I. Detailed Specifications**, subsection 4., OPWDD requires the "Installation of Schneider Modicon M580 hot standby PLC system including 15" HMI." Additionally, section **II. General Requirements**, subsection 1. states that the "Proposal will include all materials". All potential Bidders were required to attend the Mandatory Site Visit, where larger equipment in need of repair was viewed.

9. **Question: Is there an engineering workstation or licensed software in use that requires upgrade? If yes, please specify.**

   Answer: OPWDD's Westfall Campus facility does not have a workstation. Software should be provided with the new system.

10. **Question: Can you provide backups of the PLC and HMI programs, or allow access to extract them?**

    Answer: OPWDD is unable to provide backups of the PLC and HMI programs.

11. **Question: Are relays, Ethernet switches, and UPS included in the contract scope, and do any need replacement?**

    Answer: OPWDD is unaware that any relays, ethernet switches, or UPS are in need of replacement. However, per page 18 of the **Qualifications & Scope of Work** in IFB FL 033126, **Statement of Work**, "The Eaton automatic transfer switch is not functional and requires a compatible replacement PLC and HMI, along with associated programming, testing, and troubleshooting to restore full functionality of the automatic transfer switch."

12. **Question: Are there any project execution requirements such as FAT, installation procedures, SAT, or commissioning?**

    Answer: OPWDD will require integrated mechanical and software commissioning and staff training. Per page 18 of the **Qualifications & Scope of Work** in IFB FL 033126, **Statement of Work**, "The Eaton automatic transfer switch is not functional and requires a compatible replacement PLC and HMI, along with associated programming, testing, and troubleshooting to restore full functionality of the automatic transfer switch." Additionally, section **I. Detailed Specifications**, subsection 7. states "Training of OPWDD staff (2 hours)".

13. **Question: Is Finger Lakes seeking an engineering design for this project?**

    Answer: OPWDD is not looking for an engineering design for this project.

14. **Question: The IFB appears to be requesting a price for the project construction. Please clarify.**

    Answer: This project is a repair/replacement project, not a construction project. Per page 17 of IFB FL 033126, section **17. Evaluation Criteria: Method of Award**, subsection **A. Contract Award**, "OPWDD will select the responsible and responsive Bidder who attended the Mandatory Site Visit and provides the lowest Total Cost for Transfer Switch Repair Project at Westfall Campus." All bidders should read through the Scope of Work in IFB FL 033126 for details.

15. **Can we clarify if the following "Provide up-to-date, compatible PLC and HMI components to repair generator tie-in switchgear" requires contractor to ensure that generator tie in breaker, whether or not mechanical or electronic, will need to be completely repaired?**

    Answer: Per page 18 of the **Qualifications & Scope of Work** in IFB FL 033126, **Statement of Work**, "The Eaton automatic transfer switch is not functional and requires a compatible replacement PLC and HMI, along with associated programming, testing, and troubleshooting to restore full functionality of the automatic transfer switch." The physical breaker is understood by OPWDD to be functional, and any repairs needed will fall outside the scope of this project.

16. **Question: Is the contractor responsible to provide as built drawings and/or one line diagram?**

    Answer: Per Addendum #1 – IFB FL 033126, the creation of complete as-built documentation and CAD files will be required to create a UL compliant system.

17. **Question: Is there a sequence of operations (SOO) available for programming the PLCs?**

    Answer: All available documentation has been provided in the attached drawings.

18. Question: Is there a remote PC that needs to be supplied?

Answer: No, a remote PC will not need to be supplied.

19. Question: Are the generator interconnects inside the control cabinet?

Answer: It is the understanding of OPWDD that the generator interconnects are located inside the control cabinet.

20. Question: Is there a tie in with a 3rd party BMS?

Answer: No, there is not a tie in with a 3rd party BMS.

21. Question: Is the existing controls cabinet to be reused?

Answer: Yes, the existing controls cabinet is to be reused.

22. Question: What is meant by "work can't interfere with site operations"?

Answer: Per page 18 of the **Qualifications & Scope of Work** in IFB FL 033126, section **II. General Requirements**, subsection 3., "Contractor is advised that this is an occupied facility and may be occupied". Main power to the DDSOO Campus cannot be interrupted without a planned and scheduled power outage.

23. Question: Is this an XLMT with two feeders?

Answer: Please refer to the attached drawings.

Thank you very much for your interest in this procurement.

Respectfully,

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