

Hong Kong Green Building Council Limited (HKGBC)

Engagement with a Renowned Local University for Retro-commissioning Pilot Project for Hospital Authority

Invitation for Expression of Interest (EOI)

1. Project Background

The Hospital Authority (HA) is responsible for the managing of all the public hospitals in Hong Kong. Energy efficiency has always been on top of their environmental agenda. Taking another step forward, HA has formed a consortium with the Electrical and Mechanical Services Department, CLP Power Hong Kong Limited, and the Hong Kong Green Building Council to implement a demonstration project on retro-commissioning (RCx) with two hospitals. The aim of the project is not just to reduce the energy consumption of the two hospitals but also to build up the capacity of their own technical staff and as showcases for other hospitals and buildings across the region. HKGBC is required to collaborate with a research team of a renowned local university to analyse the findings in a scientific way, formulate the retro-commissioning actions, write report/paper for promotion of the project/award recognition, and conduct educational activities for promotion and demonstration of the results.

2. The Hong Kong Green Building Council (<https://www.hkgbc.org.hk/eng/>)

The Hong Kong Green Building Council Limited (HKGBC) is a non-profit, member led organisation established in 2009 and has become a public body under the Prevention of Bribery Ordinance since 2016. The HKGBC's vision is to help save the planet and improve the wellbeing of the people of Hong Kong by transforming the city into a greener built environment. The Founding Members of the HKGBC include the Construction Industry Council (CIC), the Business Environment Council (BEC), the BEAM Society Limited (BSL) and the Professional Green Building Council (PGBC). Its mission is to lead market transformation by advocating green policies to the Government; introducing green building practices to all stakeholders; setting design, construction and management standards for the building profession; and promoting green living to the people of Hong Kong.

3. Scope of Services

The scope shall include but not limited to the following:

- a. Perform walk-through site visits
- b. Review relevant energy reports, drawings, control logics and operation and maintenance (O&M) documentation of the recent 1-3 years, including functionality of major building services installations and any significant energy saving opportunities (ESOs) implemented
- c. Review findings from analysis of operation record data and/or conduct on-site measurements
- d. Provide input on the identification and proposal of RCx ESOs for implementation in the hospitals
- e. Determine and review any potential energy saving before and after implementation of the RCx ESOs in the hospitals
- f. Prepare submission materials for application for regional energy award recognition

4. Project Deliverables

The Research Team shall provide (but not limited to) the following deliverables during the project:

- a. Prepare bi-weekly progress reports or meetings
- b. Conduct two formal presentations (in Microsoft PowerPoint 2000 format) on the findings, results and recommendations.
- c. Final investigation report after the analysis
- d. Final report for submission to international award recognition
- e. Presentation materials
- f. Have all the comments incorporated prior to submission of the final report

The project will be managed by the HKGBC Secretariat. The Research Team shall complete the project in **2 months** from tender award. HKGBC reserves the right to edit any items of work subject to mutual agreement of both Parties.

5. Requirements

Research Team should fulfil the following minimum requirements for their submissions to be considered. The research team shall be led by a full-time University academic staff who

- a. Possesses a PhD degree,
- b. Has been a registered professional engineer (building services) for over 20 years,
- c. Has at least 10 years practical experience in the building industry plus 15 years research experience in facility management,
- d. Has some collaboration job references of hospital projects in Hong Kong, and
- e. Has experience in RCx training/delivery talk regarding RCx in Hong Kong

6. Submission

Interested Research Teams are invited to submit their EOI in undertaking this consultancy by returning the **REPLY SLIP** (Annex A) and supporting documents (i.e. CV, job references, etc.) by **e-mail** (rpe@hkgbc.org.hk) on or before **6:00pm on 28 Feb 2019 (Thursday)**.

Late submissions shall not be considered. In the event that a Typhoon Signal No. 8 or above or Black Rainstorm warning is hoisted on the closing date, the EOI submission closing date will be postponed to 6:00pm on the following working day.

This invitation for EOI does not constitute an invitation to offer nor does this document or any document made available pursuant to this invitation constitute any contract or agreement of any kind whatsoever with HKGBC. The HKGBC also reserves the right to cancel or terminate the process of EOI at any time and shall not be liable to any party for any loss or damage, cost or expenses as a result of such action.

7. Enquiries

For any enquires concerning this EOI invitation, please contact:

Dr Paul SAT (Head of Research and Public Education)

Tel: 3994 8821

Email: paul.sat@hkgbc.org.hk

Issued: February 2019

Annex A

Reply Slip

General information

1. Name: _____
2. Title: _____
3. Associated University: _____
4. Department: _____
5. Contact person: _____
6. Contact no.: _____
7. E-mail address: _____

Requirements (Please ☒ tick the appropriate boxes)

- a. Holds PhD degree(s): ☐ Yes ☐ No
If Yes, please state your degree: _____
- b. Registered Building Services Engineer: ☐ Yes ☐ No
If Yes, please state registered date: _____
- c. Practical experience working in building industry: ☐ Yes ☐ No
If Yes, please state number of years: _____
- Practical experience in facility management research: ☐ Yes ☐ No
If Yes, please state number of years: _____
- d. Job reference(s) of hospital projects in Hong Kong ☐ Yes ☐ No
If Yes, please provide project details: _____

- e. Experience in RCx training/delivery talk regarding RCx in Hong Kong ☐ Yes ☐ No
If Yes, please provide details: _____

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