

RESPONSE  
TO RFP

# RETRO-COMMISSIONING SERVICES



## State of Iowa Dept. of Administrative Services

RFP1821005278

Cost Proposal for Retro-  
Commissioning Services



**SystemWorks**LLC  
*Commissioning Sustainable Buildings*

# Cost Proposal

By and Between:

RFP1821005278

SystemWorks LLC  
409 Fifth Street  
West Des Moines, Iowa 50265

and

Iowa Department of Administration Services  
1305 East Walnut Street  
Des Moines, IA 50319

We are pleased to provide the following cost proposal for your review.

Hourly rates will be applied against estimates of time to conduct Retro-Commissioning Services based on the information provided by State agencies.

Equipment costs are not applicable on the basis that SystemWorks has a sufficient amount of equipment necessary for measurement of equipment performance and verification of identified system updates. For larger facilities, it is assumed that a Building Automation System (BAS) is present and has historical trend data capabilities. SystemWorks' personnel will adjust their approach as needed depending on BAS server storage capacity in order to ensure that accurate information is provided to the State Agency for which services are being provided.

Travel costs will be included on projects outside of a 60-mile radius from Des Moines and Davenport city center, based on the location of SystemWorks' staff.

Overnight costs will be included on projects where it is more cost effective for SystemWorks' employees stay overnight, instead of travelling each day. Exact expenses will be tracked and submitted for reimbursement at the State rate.

## RETRO-COMMISSIONING SERVICES COST STRUCTURE

Schedule of Values	Amount	Units
Professional Personnel Hourly Rate	\$ 140	Per Hour
Administration	\$ 70	Per Hour
Equipment Costs	Not Applicable	-
Software Costs	\$85	Per Project Per Month
Travel Costs (outside 60 miles)	Allowable State Rate	Per Mile
Overnight Costs (meals and lodging)	Allowable State Rate	Per Night

Additional Services: SystemWorks' hourly rate is \$140.00/hour per person plus material and expenses for any work requested beyond the "Scope of Work" proposed. All cost information shown above is firm for 120 days from March 23, 2025. SystemWorks does not offer a Prompt Payment Discount.

We appreciate your consideration of this proposal and look forward the opportunity to work with you on this project. Please contact us if you have any questions or concerns.

**Respectfully submitted,**



Andrew Bennett, PE, CCP, Principal  
SystemWorks, LLC

