

COUNTY of KANE
PURCHASING DEPARTMENT
KANE COUNTY GOVERNMENT CENTER

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November 19, 2019

ADDENDUM #1

Request for Proposal: # 51-019

TITLE: SHERIFF'S OFFICE ENERGY EFFICIENCY AUDIT

The attention of offerors is called to the following changes, clarifications and/or additions/deletions to the original RFP document and they shall be taken into account in preparing the proposal and shall be part of the contract.

- The bonding requirements have been withdrawn from this RFP due to the professional service nature of this request.
- This solicitation has been confirmed as posted to the Capital Development Board Procurement Bulletin on November 17, 2019 at 10:15 a.m. per local government energy conservation act.
- This solicitation will have a mandatory second pre-proposal meeting on November 26, 2019 at 10:30 a.m. in the Sheriff's Office lobby, 37W755 IL Route 38, St. Charles, IL 60175. Vendors who attended the first mandatory pre-proposal meeting will not be required to attend.
- The RFP due date will be changed to December 3, 2019 from the original due date of November 26, 2019. The time proposals are due will remain the same at 2:00 p.m. CST.
- These two sections were omitted from the original proposal. We would like it to be part of your response. It was included in the criteria for selection.

PROJECT TEAM AND EXPERIENCE

1. Provide a project team organization chart including roles and responsibilities, include concise resumes of company employees who will work on this project. Include resume(s) of a minimum of one (1) in-house Professional Engineer(s).
2. Include resumes of a minimum of two (2) LEED AP professional and one (1) Certified Energy Manager (CEM) that are part of your team. Include copies of certification licenses for each.
3. Briefly describe the relevant experience and qualifications for those team members (no more than 10 individuals) who will be directly responsible for design and implementation of this project. Please include individual resumes as attachments for review. Please indicate office location of each respondent.
4. Provide information on construction management capabilities with resumes.
5. Provide a reference list identifying at least three (3) municipal projects. This list should include the project name, location, and scope of work and owner reference including contact name and phone number. These references should be by responding branch only.
6. Identify all projects that did not meet the energy guarantee or have resulted in litigation. Providers not listing an outstanding litigation on guaranteed energy savings performance contracts will be rejected without further consideration. Identify the reasons.

TECHNICAL APPROACH, ENERGY EFFICIENCY AND ENERGY CONSERVATION MEASURES

1. Explain project approach including: project development, design, implementation, project management, financing, measurement and verification, and trailing.
2. Responses should include a detailed approach to meeting the goals and objectives for the facilities. Provide a measurement and verification plan in accordance with the international protocol, including the plan for execution identifying responsible parties. Provide a detailed plan and overview of the technical approach that is used to identify, evaluate and recommend energy conservation measures (ECMs).

The following questions and requests were received and have been addresses below for your review:

Q1. Page 22, C. Finance, 4. Include detailed General Condition expenses and Overhead & Profit Information for each identified Energy Efficiency & Energy Conservation measure. Can you please remove this requirement for the RFP, as per mandatory pre-proposal meeting where there was a verbal confirmation the cost requirement is for the Energy Audit/Investment Grade Audit only? **We are confirming that the cost requirement is for the Energy Audit/Investment Grade Audit only.**

Q2. Page 23, 10-year period from data of installation. Will the County consider a 15-year term option? **No, the County would like a ten (10) year term as was requested in the RFP document.**

Q3. We would like to formally request access to the following information to aid us in the preparation of our proposal to provide an audit of the applicable facilities:

- Utility Bills for the last 12 months (electric, natural gas, fresh water, etc.) **These will be provided under separate cover to all plan holders.**
- As-built drawings of the applicable facilities. **These will be provided to all plan holders upon receipt of a signed non-disclosure agreement form which will be provide.**

Q4. Is it the intent of the RFP to select an energy efficiency auditor or an energy services company? **It is to select an energy services company that will provide cost savings through it is energy efficiency services.**

Q5. Is the intent of the RFP to select a bidder based on price for the energy efficiency audit? **It's to select a bidder that will bring the best energy efficiency program to the County at the most cost savings.**

Q6. Page 21 of the RFP Statement of Work provides a summarized 2018 operating expenses, except for electricity and natural gas. Please provide monthly usage and monthly expense for both electricity and natural gas for a minimum of 12 months, preferably 24 months period. **See Q3 We will provide information for a 12 month period under separate cover to all plan holders.**

Q7. Please provide a listing of all leased equipment if any. **There is no leased equipment.**

Q8. Please provide a listing of maintenance contracts for HVAC, lighting, domestic water heating systems, clothes washers and dryers; their annual value and scope as being for repair only, repair and preventive maintenance, etc. **We will provide the current HVAC maintenance contract under separate cover to all plan holders. We can find no record of a preventive maintenance contract for the laundry equipment.**

Q9. Please provide architectural and MEP drawings for HVAC systems, lighting, domestic water heating, clothes washers and dryers. ***There are no architectural drawings for the HVAC available.***

Q10. Will the successful bidder be given access to the existing building automation system during the energy efficiency audit? ***The successful bidder will be allowed to see the building automation system; however, they will not be allowed to touch or manipulate the system.***

Q11. The RFP does not provide a format required for the price. Please clarify if there is a format required for the price. ***It's an RFP, therefore, the offeror should submit their best prices per their format.***

Q12. Is there a schedule expectation for when the energy audit should be started and when completed; and is there a schedule expectation for the implementation? ***A mutually agreed upon start and completion date will be established with the successful offeror.***

Q13. Please provide a list of all mandatory walk-through attendee/companies. ***We will provide this under separate cover to all plan holders.***

Please acknowledge receipt of this addendum in the space provided on Page 24 (Proposal Response Form) of the Proposal document. Thank you for your interest in the Kane County procurement process.

Sincerely,

Maria C. Calamia

Maria C. Calamia, CPPB
Assistant Director of Purchasing