



PURCHASING DEPARTMENT
1772 County Services Parkway
Marietta, Georgia 30008-4012
(770) 528-8400/FAX (770) 528-1154

Rick Brun
DIRECTOR

ADDENDUM No. 1

**Sealed Bid # 09-5436
Request for Qualifications
Professional Services
Energy Consultant**

DATE: August 13, 2009

Page 1 of 12

The following addendum hereby amends and/or modifies the Proposal Documents and Specifications as issued for this project. All proposers are subject to the provisions of this Addendum.
Proposers shall acknowledge receipt of this addendum.

This Addendum consists of:

- **Section I - Minutes of the August 11, 2009 Pre-Bid Meeting**
- **Section II – Questions submitted prior to or following the Pre-Bid Meeting**
- **Section III – Bid Document Changes**
- **Attachment A - Revised Affidavit**
- **Attachment B - Pre-Bid Meeting Attendee List**

Include this original form inside your proposal package when submitted.

If you have any questions concerning this addenda please contact: John Flood @ 770-528-8418

All bids must be received before 12:00 (noon) by the Bid Opening date. Bids should be sent/delivered to Cobb County Purchasing Department, 1772 County Services Parkway, Marietta, GA 30008. Bids will be opened at 2:00 p.m. in the Cobb County Purchasing Department, 1772 County Services Parkway, Bid/Meeting Room, 2nd Floor, Marietta, GA 30008.

I acknowledge that I have received Addendum No. 1

Sealed Bid # 09-5436
Request for Qualifications
Professional Services
Energy Consultant

Company Name

Signature

Date Sent to Purchasing

Please Print Name

**Please sign, date, and fax back this form ONLY to:
Fax #: 770-528-1154
Attn.: John Flood
Please call 770-528-8400 for questions regarding this addendum.**

**REQUEST FOR QUALIFICATIONS (RFQ)
PROFESSIONAL SERVICES
ENERGY CONSULTANT
COBB COUNTY ENERGY EFFICIENCY AND CONSERVATION
BLOCK GRANT PROGRAM**

SEALED BID #09-5436

ADDENDUM #1 – DATED August 12, 2009

BIDDERS ACKNOWLEDGE RECEIPT OF ADDENDA BY INSERTING THEIR NUMBER AND DATE ON THE PROPOSER'S AFFIDAVIT. FAILURE TO DO SO MAY SUBJECT BIDDER TO DISQUALIFICATION. ADDENDA FORM PART OF THE BID DOCUMENTS.

IN THE EVENT OF A CONFLICT BETWEEN THESE ADDENDUM ITEMS AND THOSE IN THE OTHER PARTS OF THE BID DOCUMENTS, ADDENDUM ITEMS SHALL TAKE PRECEDENCE AND GOVERN.

This addendum consists of 5 pages plus attachments

Section I: Minutes of the pre-bid meeting held August 11, 2009

Section II: Questions submitted prior to or following the Pre-Bid Meeting

Section III: Bid Document Changes

Attachment A - Revised Affidavit

Attachment B - Pre-Bid Meeting attendee list

SECTION I - Pre-bid Meeting Minutes

Item #1: County Bidding Requirements

Comments were made by Mark Kohntopp, Cobb County Purchasing Dept., regarding general bid rules.

- The bid number is 09-5436.
- This is a Request for Qualifications - pricing will not be included in submittals. (Note: use of the term Bid refers to RFQ.)
- The bid must be received at the Cobb County Purchasing Department, 1772 County Services Parkway, Marietta, Ga. 30080 by 12:00 PM (Noon per Purchasing Dept. clock) on August 27, 2009. Late bids cannot be accepted regardless of cause.
- The bidder's name and clear identification on the envelope as a bid submittal needs to be on the outside of the package. Label was inserted in Bid Package for bidders use.
- Bidders should submit an Original plus 10 copies of their bids, with the original clearly marked as such.
- Bids will be opened 2:00 p.m. on August 27, 2009 at Purchasing. You may attend the opening, watch on TV23, or on-line at www.cobbcounty.org. Bids will be opened and bidders noted.
- All questions must be sent to the Purchasing Department no later than 5:00 pm on Tuesday, August 18, 2009. Questions may be submitted in writing to the address above, or may be faxed to 770-528-1154, or may be sent via email to Purchasing@cobbcounty.org. All submittals must include the bid number and bid title on the page with the questions.
- Minutes of this meeting and answers to all properly submitted vendor questions will be posted on the Cobb County Purchasing Dept. webpage. Cobb County will endeavor to notify all known plan holders when addenda are posted, however it is the responsibility of each bidder to obtain and review all addenda to this bid.

ADDENDUM #1 – DATED August 12, 2009

SEALED BID 09-5436

REQUEST FOR QUALIFICATIONS (RFQ) - PROFESSIONAL SERVICES

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- The bid documents provide guidance on the selection criteria that will be used to rate bids (RFQ Section I-B: Selection Process and Rating Criteria). A committee will review and rate bids against these criteria. It is anticipated that a “short list” of bidders will be invited to interview prior to final selection. However, there is no requirement that the County must interview bidders, and no guarantee any bidder will be asked to interview. Bids should be complete.

Item #2: Review of Specifications and Response to Attendee Questions

Introductions of County Staff:

Chuck Hunt –Cobb County Property Management

Steven Nestor - Cobb Water

- The County is to receive \$5.3 million under the Federal ARRA Energy Efficiency and Conservation Block Grant (EECBG). The work anticipated in this RFQ is for an energy consultant to provide auditing and related services to assist the county in identifying and qualifying energy retrofits and related services related to software purchases, development of baseline specifications for bidding the energy retrofits, and possibly additional services to be negotiated.
- The exact scope of work and fees will be negotiated with the top rated bidder. Should the County and top rated bidder not successfully reach agreement on work and pricing, the County will cease negotiations and proceed to negotiate with the next highest rated bidder.
- It is the County’s intent that the selected consultant will be a partner with the County throughout the 3 year EECBG grant period. As such, additional work could be negotiated beyond the original scope of work. This might include tasks such as Measurement and Verification, Commissioning or re-commissioning, and other services to be determined.
- The County submitted an initial budget for this service of \$150,000 as part of their EECBG application. However, this is subject to negotiation and amendment if required.
- A Professional Services Contract is included in the bid package and will be used as the contract document for services related to this bid, amended as necessary through negotiations.
- Re: Activities 2 and 3 on specifications Page 5: These refer to activities in our EECBG application. Activity 2 is for the selection, purchase, and installation of a software product to track utility bills and energy use. The county currently uses an obsolete product, FASER, that it wishes to replace. Activity 3 is for energy retrofits which will be the projects to be identified as the work product of the consultant audits and studies.
- The exclusion of the selected consultant from selection on design/build or construction work (Sec. III, Pg. 5) DOES include design firms, would be ineligible to perform design work on design/build energy retrofits projects for which the consultant developed specifications, preliminary design, bid documents, etc. under the contract resulting from this bid. The intent is to ensure that recommendations and specifications are not influenced by the expectation of work to implement recommendations, and that the consultant can partner with the County without prejudice on such projects.
- The exclusion in Sec. III does not restrict the consultant from soliciting, applying for, or being chosen for consulting, design and/or construction projects that may have their genesis in the work performed under this solicitation, but for which the consultant’s work under this bid did not proceed to development of specifications, preliminary design, bid documents, etc.
- The time of performance for the consultant’s work is specified in the bid document as 60 days from the time of contracting, including audit and design product. This is aggressive and may be subject to discussion during contract negotiations, but it is the county’s intent to expedite the work to begin seeing savings as soon as possible, and availability of firm resources is one selection criteria. (Also see response to Q&A, Section III herein.)

ADDENDUM #1 – DATED August 12, 2009

SEALED BID 09-5436

REQUEST FOR QUALIFICATIONS (RFQ) - PROFESSIONAL SERVICES

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- The 120 day timeline in the EECBG for submitting a plan refers to development of an Energy Strategy. Cobb County submitted our energy strategy with our application and this does not apply. We have 18 months to obligate all EECBG funds, and 36 months to complete all work.
- A question with follow-up asked what the County means by “design” as it relates to the consultant services. The Owner intends that the consultant will first produce preliminary assessments of opportunity (preliminary audits, etc.) recommending opportunities for further study. The County will select opportunities for further study, and the consultant will then develop what might be characterized as an “investment grade audits”, with performance and technical and construction specifications sufficient so that a bidder on a design-build bid would fully understand the expectations and requirements of an energy retrofit bid. It is anticipated the exact scope and limits for this work will be explored further in consultant interviews and in negotiations with the top rated consultant.
- Project budgets will be expected as part of the work scope from the consultant. They will be necessary to assist the County to select projects that are most cost effective and to allocate available funding.
- Consultants should at this time assume the funds from the EECBG will be the only funds available for implementing the work scope contracted for under this bid. The County does not rule out providing or obtaining additional funding either directly or through a third party, which could include funding brought by the consultant. Consultants should not anticipate this in preparation of their bids.
- There is no restriction on the consultant coming back to the County with recommendations for additional projects, with or without a funding component, or restricting the County from issuing a new solicitation for similar work in the future. Such recommendations solicitation would be treated as a separate project not subject to the terms of this bid.
- Consultant bids will not be available for review until after selection and contracting with the successful bidder. At that time all bids will be available for review upon request.
- It is anticipated federal grant funding will be available by the time the consultant contract is in place. However, if this is not the case, county management has directed that we get the consultant contract underway as soon as possible, ahead of federal funding if necessary and we do not anticipate funding availability will hold up consultant contracting or start time. It was noted that the selection process will require approval by the Board of Commissioners prior to contract negotiations with the preferred consultant, so that work under this RFQ is not anticipated to begin for approx. 45- 60 days.
- The selected consultant will be required to provide proof of insurance as specified in Article 9, page 10, Chapter 3 of the sample consultant’s contract in the bid package.
- The County has not engaged any utility companies or others to perform any preliminary work or audits at this time. The major utilities serving the County have all indicated a willingness to provide limited auditing services, however any use of utility facility auditing services would be on facilities outside the scope of work of the selected consultant. This does not preclude the use of utility services for consultation or analysis of rates or their services to county facilities such as physical plant, metering, etc.
- Mechanical, electrical, and possibly other facility systems, especially controls, EMS, and possibly BMMS systems, are all expected to fall within the work scope of this project. One goal of the County through the EECBG is to enhance energy systems intelligence and control and the consultant will be expected to provide guidance, up to and including assistance specifying and selecting appropriate products for this purpose.

ADDENDUM #1 – DATED August 12, 2009
SEALED BID 09-5436
REQUEST FOR QUALIFICATIONS (RFQ) - PROFESSIONAL SERVICES
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SECTION II: Questions Submitted Prior To or Following the Pre-bid Meeting

- Q: Paragraph III of RFQ 09-5436 (page 5) states that Consultant: "shall be excluded from selection on any design/build and/or construction bids resulting from the work product contracted for under this RFQ."
a) Does this exclusion extend only to projects implemented under the \$5.288 million secured through the Energy Efficiency and Conservation Block Grant program?
b) Does this exclude Consultant from design and procurement services for projects resulting from this work, if the project(s) follow a design-bid-build delivery model?
c) Are Consultant's subcontractors or subconsultants excluded?

- A: a) This exclusion extends only to work contracted for under this specific RFQ. It is anticipated it is limited to the projects performed through the EECBG, although should the County fund additional work identified through this contract or an extension thereto, it would apply to that work as well.
b) Yes, this would exclude the consultant from additional design, procurement or construction services obtained through separate bids resulting from the consultants work produced under this project.
c) If subcontractors and subconsultants are not key personnel on the consultant's project team, but relied on only for specific technical expertise, we would not anticipate excluding them from bidding on construction work.

NOTE: See Section II – Bid Document Changes in this addendum regarding a change to specifications addressing subcontractors and subconsultants.

- Q: We are concerned that auditing, reporting and preparing bid documents for the number of facilities listed in the scope (40 maximum) within 60 days may limit Consultant's ability to provide the County with a quality product. How much flexibility is there in the aggressiveness of the schedule?
A: The County wishes to expedite the work, and the consultant's availability will be considered in evaluating bids. However, the proposed 60 day schedule is subject to review and discussion during contract negotiations with the preferred consultant. Also note that the list of facilities in the bid document is not a final list, but a representative sample of facilities that may be considered for auditing. The exact list of facilities will be determined during contract negotiations.
- Q: Would the consultant be precluded from bidding to provide the software anticipated in Activity 2?
A: No. Activity 2 is not a construction project, but is the selection, purchase and installation of utility bill tracking software. The consultant would not be restricted from bidding on or providing the selected product.

SECTION III – Bid Document Changes

A. Section III of Specifications: Add a new paragraph at the end of Section III: Consultant Exclusion from Construction Work, as follows:

“This exclusion shall apply to any subcontractor or subconsultant included as key personnel on the Consultant’s project team as required in Section V, para. 1-k or 1-m., or who perform work consistent with the role of key personnel, whether identified as such or not. This exclusion is not intended to apply to subconsultants or subcontractors providing limited services, product information or unique expertise to the Consultant or Owner. Consultant shall identify any anticipated subcontractors or subconsultants in the proposer submittals as required in Section V.”

B. Section V of Specifications: Add a new subparagraph “s” at the end of Section V Proposer Submittals and Information, as follows:

“s. If Proposer anticipates engaging any subcontractor or subconsultant as part of Proposer’s project team, the role(s) of the subcontractor or subconsultant, their place on the project team, and the name of the firms or individuals, if known, shall be clearly identified in Proposer’s response to items k. and m. above.”

C. Proposer’s Affidavit

Replace the Affidavit of Conflict of Interest and Work Restriction with the attached “Proposer’s Affidavit”.

END OF ADDENDUM Except for Attachments

PROPOSER'S AFFIDAVIT

I. Affidavit of Conflict of Interest And Work Restriction

As a duly authorized representative of the firm named below, I,

_____ hereby certify:

(a) that to the best of my knowledge that no circumstances exist which will cause a conflict of interest in performing services for Cobb County Government, that no employee of Cobb County, nor any public agency official or employee affected by this Request for Qualifications has any pecuniary interest in the business of this firm, associates or consultants of this firm, or the firm's parent firm, subsidiary, or other legal entity of which this firm is a part, and that no person associated with or employed by this firm has any interest that would conflict in any way, manner or degree with the performance of services for Cobb County Government.

(b) that if contracted for work under this RFQ, I understand and agree to the condition of this RFQ excluding my firm from soliciting or accepting design/build or construction work that results from the work products performed under this RFQ.

II. Acknowledgement of Bid Addenda

The undersigned acknowledges receipt of Addenda numbers:

ADDENDUM NO. _____ Acknowledged: _____

ADDENDUM NO. _____ Acknowledged: _____

ADDENDUM NO. _____ Acknowledged: _____

Date: _____

Company Name: _____

Authorized Representative Name: _____

Title: _____

Signature: _____

THIS PAGE MUST BE COMPLETED AND INCLUDED IN PROPOSER'S RFQ SUBMITTAL

PRE- BID CONFERENCE
REQUEST FOR QUALIFICATIONS
PROFESSIONAL SERVICES FOR ENERGY CONSULTANT
SEALED BID #09-5436
COBB COUNTY PROPERTY MANAGEMENT DEPARTMENT
AUGUST 11, 2009

REPRESENTATIVE NAME	COMPANY NAME & COMPLETE ADDRESS	PHONE (INCLUDE AREA CODE)	FAX # (INCLUDE AREA CODE)	E-MAIL ADDRESS
JOHN MCFARLAND	WORKING BUILDINGS 4501 CIRCLE 75 PKWY SUITE B-2200 ATLANTA, GA 30339	678-990-8001	678-990-5399	jkmetarland@workingbuildings.com
CHRIS CHRISTY	TEEG 4741 TREVINO CIR DULUTH GA 30096	770 634 5889		chrischristy@comcast.net
DAVID WADE	RDA ENGINEERING 134 South Ave Marietta, GA 30060	770-421-0870	770-421-0885	dww@rdaeng.com
Roseana Richards	Pond & Co. 3500 Parkway Lane, Ste 600 Norcross GA 30092	678-336-7740	678-336-7744	richardsr@pondco.com
JIM CAMPBELL	BEPC, LLC 101 MARIETTA DR. ST. 3650 ATLANTA, GA 30305	404-351-9392		JCAMPBELL@BEPCLLC.com
Greg Rupert	NRG Vision, Inc 1335 Joy Court Suwanee, GA 30024	770-345-9256		greg@nrg-vision.com
Bob Huguenard	3715 Northside Parkway NE Building 300 Atlanta Ga 30327	404 720-1400	404 467-4130	huguenardrp@cdm.com
Paul Cousins	" Honeywell	"	"	Cousinsp@cdm.com

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PRE- BID CONFERENCE
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REPRESENTATIVE NAME	COMPANY NAME & COMPLETE ADDRESS	PHONE (INCLUDE AREA CODE)	FAX # (INCLUDE AREA CODE)	E-MAIL ADDRESS
Michael O'Brien	Energy Ace Inc. 11A New St. Ste K2 Decatur GA 30030	404-378-7800	404-378-7822	michaelo@energyace.com
Jack Arnold	Arnold & Assoc. Inc Roswell, GA	770-552-2046	770-641-0842	arnold1342@aol.com
Scott Cummings	CH2M HILL 1000 Abernathy Dr. Atlanta, GA 30328	678-530-4224	770-604-9183	scott.cummings@ch2m.com
Chris Kues	CH2M HILL 1000 ABERNATHY ROAD SUITE 1600 ATLANTA, GA 30328	678-530-4224	678-579-8115	CHRIS.KUES@CH2M.COM
John Willis	BROWN & CALDWELL 990 HAMMOND DR. #400 ATLANTA, GA 30328	770-361-6431	770-396-9495	JWILLIS@BROWNCALD.COM
ERIK SIVER	ERM 300 CHASTAIN CENTER BLVD SUITE 315 KENNESAW GA 30144	770 590 8383	770 590 9164	ERIK.SIVER@ERM.COM
MIKE HERNDON	ERM SUITE 315 300 CHASTAIN CENTER BLVD KENNESAW, GA 30144	770 590 8383	770 590 9164	michael.herndon@erm.com
TERESE REEVES BOYER	GLATTING JACKSON KEPLER HAGLIN, 1389 PEACHTREE ST. N.E. SUITE 310, ATLANTA, GA 30309	404-541-6552	404-541-6554	treeves@glattling.com

PRE- BID CONFERENCE
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REPRESENTATIVE NAME	COMPANY NAME & COMPLETE ADDRESS	PHONE (INCLUDE AREA CODE)	FAX # (INCLUDE AREA CODE)	E-MAIL ADDRESS
SCOTT WALTERS	MACTEC 3200 TOWN POINT DR NW SUITE 100 KENNESAW GA 30144	770 421 3309	770 421 3486	swalters@mactec.com
ED SETZLER	MACTEC " " "	404 817-0115	404 817 0221	LESETZLER@MACTEC.COM
ROBERT DAFFIN	Green Concepts Int, LLC 115 H. Wynward Pointe Dr Salem SC 29676	404-384-6229		bobd@greenconceptsintec.com National.com
GARY GABRIEL	CDH Partners Inc. 675 Tower Rd. Marietta Ga 30066	678 784 3460	770 424 0260	gary.gabriel@cdhpartners.com
MICHAEL JORDAN	ISES CORPORATION 2165 WEST PARK CT STONE MOUNTAIN, GA	770 879 7376	770 879 7825	mikej@isescorp.com
WARREN ANDREWS	PARSONS BRINCKERHOFF	404-364-2650		andrewsw@pbworld.com
JIM HERNDON	Nexant, Inc. 218 Lansdowne Ave, Decatur, GA 30030	404-803-0553	404-270-9553	jherndon@nexant.com
JAKE PEPPER	ESD, Inc. 175 W. Jackson, Chicago, IL	312-456-2334		jpepper@esdesign.com

PRE- BID CONFERENCE
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JIM GIESELMAN	SERVIDYNE SYSTEMS 1445 THE EXCHANGE ATLANTA, GA 30339	770-933-4210	770-933-4211	JIM.GIESELMAN@SERVIDYNE.COM
PAUL HASS	SIZEMORE GROUP 1700 COMMERCE NW ATLANTA GA 30318	404-605-0690	404-605-0890	paulh@sizemoregroup.com
Chuck Hunt	C.C. Prop Mgmt	7/528/1061	-	chunt@cobbcountry.org
Dan Roundfield	COM 3715 NORTHSIDE Pkwy BLDG 300 STE 400 ATL. GA 30327	(404) 720-1400	(404) 467-4130	roundfieldt@cdm.com
Clifford Daniel	GRI	678 779 9840	770- 451-6761	cdaniel@griffitheng.com
John Nott	Griffith Engineering Inc 9360 Chamblee-Dunwoody Rd. Atlanta GA 30341	(678) 451-6757	" "	jrnot@griffitheng.com

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Candace Eldridge	Moyer Electric Supply	7/447-2715	7/447-2700	CELDRIDGE@moyerelectric.com
Gregory Dixon	Shaw E&I 11560 Great Oakway Suite 500 Alpharetta GA 30622	770 442-7362		gregory.dixon@shawgrp.com
Ziv Gec	GEC International LLC 1835 Savoy Drive Suite 100 Atlanta GA 30341 STE 107	770-4527575	770-4527565	zivgec@gecinternational.com
Jim McGeehan	Emc Energy 4380 Georgetown Square #1009 Dunwoody GA 30338	404 290 9982	7 459 9767	jimmc123@yahoo.com
i. Martin	101 Marietta Suite 3650 Atlanta Ga. 30003	404 524 2289	404 524 2291	imartin@bepc11c.com
CHRIS WEITZEL	EMC ENGINEERS, INC 4550 Northport Pk. STE 600	678-254-1215	678 254 1239	CWEITZEL@EMCENGINEERS.COM