

1. More detailed information on buildings was requested:

- Total square footage in the building

Use the dimensions in the “Land Description” as an approximation of building envelope.

- Number of floors in the building

In the “Building Description” field, where a number appears next to the letter “S”, this is an indication of the number of stories (e.g., 140 MLK Drive has 2 stories). The letter “B” indicates a basement. City Hall has a basement, 3 full stories, and a largely unfinished, uninhabited 4th story. Firehouses have 2 stories, the first of which is primarily garage and storage space. Eyeball estimates on other structures can likely be obtained from Google Maps (Street view).

- Age of original structure

Tax Assessment records only contain these data for the following:

Property Location	Yr. Built
275 M.L. KING DRIVE	2004
140 M.L. KING DRIVE	2003
595 PALISADE AVE	2002
365 SUMMIT AVE.	2001
335 BERGEN AVE.	1992
678 NEWARK AVE.	1960
472 JERSEY AVE.	1899
280 GROVE STREET	1897

Remaining buildings were likely constructed in the mid to late 20th century.

- Dates of subsequent additions or significant renovations to the original structure

This information is not readily available, however Section 6.2 of the Scope specifies that “For the locations identified in Appendix B, the vendor will characterize building usage and occupancy profiles, facility size, construction features including an assessment of the building envelope (windows, doors, insulation, etc.) and equipment description and operations.”

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- Building usage for those buildings which could have multiple functions (e.g. a Police Station could have office, lockers, holding jails, lab facilities, etc.)

Firehouses and police stations have locker rooms. No lab facilities. Firehouses have garages on first floor.

- Number of electric accounts (meters) for the building
Annual usage (kwh) and cost for electricity for the building (if this is available by meter, even better)
Number of gas accounts (meters) for the building
Annual usage (MMBTU or Therms) for the natural gas used in the building (if this is available by meter, even better)

This is a vendor task, as specified by Scope of Services, Section 6.1 (Historic energy consumption). The City will execute data release forms for gas and electric authorizing the selected vendor to obtain any and all records needed from PSE&G and the Jersey City Municipal Utilities Authority.

- Whether there is any non-standard energy consuming or producing equipment in use at the building (e.g. Combined Heat and power installations, refrigerated space, unusual recreational facilities, etc.)

731 Summit and 465 Marin have gas pumps. 201 Central Ave contains an ice rink.

2. Page 3, Section 1.12 DPMC Prequalification reads that each firm must be prequalified to perform their work under an energy savings improvement program. If a firm is prequalified with the NJDPMC as a mechanical engineering firm, does this mean we cannot submit our proposal if not prequalified as an “Energy Auditing” or “Energy Services/ESCO” firm with the NJDPMC?

That is correct. Per the Division of Local Government Services, firms “need to be pre-qualified for the specific work they are going to do under the program”. Firms which are not pre-qualified to perform energy audits, can therefore, not submit proposals.

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3. Is there an M/WBE participation goal? If so, what are the percentages?

According to the City’s Public Agency Compliance Officer:

Business Goal: The suggested business participation goal for minority owned business is 20% of the dollar amount of the contract and for women owned business, 5% of the dollar amount of the contract.

FOR GOODS, SERVICES AND PROFESSIONAL SERVICE CONTRACTORS:

	MINORITY %	WOMEN %
Officials & Managers	40	43
Professionals	45	49
Technicians	56	46
Sales Worker	53	47
Office & Clerical	57	67
Craftworkers	57	8
Operatives	76	33
Laborers	71	14
Service Workers	66	52

The RFP gives “Commitment to Diversity” a weight of 5 points. Please see #6 below for a clarification/correction on proposal scoring.

4. Who will be on the evaluation committee?

Pursuant to the NJ Administrative Code (N.J.A.C. 5:34-4.3) “If a committee is to be used, the names of the individuals who serve as committee members shall not be publicly disclosed until the evaluation report is presented to the governing body. Committee members shall be familiar with the need for the goods to be provided or the services to be performed in the request for proposals.” Nevertheless, the committee will likely include representatives from Administration, Architecture and/or Engineering, and at least one LEED AP.

5. Do you anticipate a delay of the proposal due date of July 22, 2010?

Proposals will be due August 3, 2010 at 11:00 AM.

6. Clarification/Correction on Proposal Scoring

The RFP as issued states:

8.2 Written response evaluation

There will be eight broad criteria by which proposals will be evaluated. Each criterion will bear a certain weight, and extent to which the criterion is met or exceeded will be determined by the committee. The written response will be worth 100 points as indicated below.

This section should read:

8.2 Written response evaluation

There will be eight broad criteria by which proposals will be evaluated. Each criterion will bear a certain weight, and extent to which the criterion is met or exceeded will be determined by the committee.

For each of the above written response criteria, the committee will determine the extent to which the requirements are fulfilled. This will be scored from 0 to 2, as follows:

- 0 No requirements met**
- 1 Some or most requirements met**
- 2 All requirements met or exceeded**

Each criterion will be weighted by the extent to which the requirements are met and the resultant scores totaled, with 200 being the highest possible score. Each evaluator will then rank the Vendors by total score. The respondent ranked highest by a majority of evaluators will be awarded a contract to perform the energy audit.

7. DUNS Number and Central Contractor Registration (CCR)

Per the Department of Energy, which is grant-funding this project, the selected vendor must obtain a DUNS number and be CCR registered prior to any contract award and/or expenditures of funds.

For more information on DUNS: http://www.grants.gov/applicants/request_duns_number.jsp

For more information on CCR: http://www.grants.gov/applicants/get_registered.jsp