



ADDENDUM #1
Board of County Commissioner's
Boulder County Cannabis Cultivators Energy Efficiency Assessment
RFP # 7015-19

February 22, 2019

The attached addendum supersedes the original Information and Specifications regarding RFP # 7015-19 where it adds to, deletes from, clarifies or otherwise modifies. All other conditions and any previous addendums shall remain unchanged.

1. Question: Would you be able to provide any further information on the buildings themselves for RFP # 7015-19 Energy Efficiency Assessments? Ideally to get the best proposal having access to documents that include square footage and a general description of energy consuming systems in the buildings.

ANSWER: All facilities are located with Boulder County, with most them being in Boulder County unincorporated space around the City of Boulder. Grow facility size and types are as follows: 2 greenhouse facilities between 16,000 – 22,000 sqft; 1 greenhouse facility greater than 30,000 sqft; 3 indoor facilities between 2,000-5,000 sqft; 8 indoor facilities between 5,000-10,000 sqft; 1 indoor facility greater than 10,000 sqft.

2. Question: We noticed this bid was previously awarded and rescinded. Are you able to share what happened to the original awardee and/or any details as to why it was rescinded? If there is a clarification in scope or otherwise that caused the award to be rescinded, we want to make sure we address that in our bid for the current opportunity.

ANSWER: Not all evaluation team members attended all the meetings of the committee, including interviews with the proposers. See Policy 11.13.E.3:

- **Attendance. Committee members shall attend all meetings of the committee, including interviews with the proposers, if**

conducted, and shall participate in off-site visits, if scheduled. Additionally, committee members shall not discuss an evaluation with one another unless all members are present or subcommittees are formed. Committee members may also be requested to attend a pre-proposal conference with potential vendors.

- There was an engineering qualification inadvertently left out of the RFP document.
- Pricing guidance was unclear in the RFP document.

3. Question: Would it possible to have more information about site locations, surface (SF) and sample scheme?

ANSWER: All facilities are located with Boulder County, with most them being in Boulder County unincorporated space around the City of Boulder. Grow facility size and types are as follows: 2 greenhouse facilities between 16,000 – 22,000 sqft; 1 greenhouse facility greater than 30,000 sqft; 3 indoor facilities between 2,000-5,000 sqft; 7 indoor facilities between 5,000-10,000 sqft; 1 indoor facility greater than 10,000 sqft.

4. Question: On page 7, the RfP talks about a total of 14 cannabis cultivators, with the goal to provide at least 5 of them an energy assessment; whereas on page 13, the RfP mentions “8 Site Assessments” and “13 Site Assessments”? Which is the correct number?

ANSWER: We do not know how many facilities will take advantage of the energy assessments being provided. Our goal and understanding is that most if not all facilities will take advantage of receiving an energy assessment. Information on page 13 is asking for prices for these two numbers to normalize pricing bids received from different firms.

5. Question: RFP project timeline: The RFP lists timeline of dates and deliverables. Are these firm or can the proposed timeline be adjusted?

ANSWER: These can be adjusted.

6. Question: Can an MEP Engineering firm be the prime consultant for this project?

ANSWER: Boulder County will not limit what type of firm is the prime consultant if our needs are being met.

7. Question: Will we have access to existing plans?

ANSWER: Yes

8. Question: Will the design services be awarded to the same MEP firm if and after suitable equipment upgrade is proposed?

ANSWER: As of now, this project is the only one guaranteed. While the Energy Impact Offset Fund may choose to support cultivators in taking on these upgrades, there is not current plan to do so.

9. Question: What is the allocated time for assessment of each facility?

ANSWER: This is up to the bidder.

10. Question: How many production facilities would be assessed? As many as needed to find useable data to assess energy considerations?

ANSWER: Boulder County has 14 active facilities in Boulder County. Some or part of these may be assessed. The goal of this project is to support and provide benefit to Boulder County cultivators. A co-benefit for Boulder county is to gather usable data.

11. Question: Insurance Requirements: on Page 10 you list insurance requirements but then on page 18&19 a different set of different policies. Which one should we allow? Pollution Liability: would like some clarification on any pollution coverage is required? Is this due to the work that will be performed as some point in the future to modify these sites? Privacy / Cyber Liability Insurance (HIPAA Compliance): why are we required to carry Hipa compliance insurance? Will there be an analysis of medical records as part of this project? I don't see those identified.

ANSWER: Insurance requirements are listed on page 10. Insurance requirements on page 18 and 19 are part of a sample contract and can be disregarded.

12. Question: Will we be held liable for potential changes on the cannabis crop behavior with the recommendations and solutions we offer?

ANSWER: County cannot speculate as to the actions of cultivators. However, the county will require cultivators sign a liability waiver prior requesting an assessment.

13. Question: To ensure transparency, please state by name and company/organization (affiliation) all individuals who are not Boulder County employees that will be reviewing proposals as part of the selection committee for RFP 7015-19.

ANSWER: The county has not yet formed the selection committee for this RFP.

14. Question: Have any members of the selection committee formally disclosed any potential conflicts of interest to Boulder County Purchasing related to their ability to review proposals as part of the selection committee for RFP 7015-19? If yes, please list.

ANSWER: The county has not yet formed the selection committee for this RFP.

Submittal Instructions:

Submittals are due at the Administrative Services Information Desk or email box (preferred) listed below, for time and date recording on or before **2:00 p.m. Mountain Time on March 1, 2019.**

Your response can be submitted in the following ways. Please note that email responses to this solicitation are preferred, but are limited to a maximum of 25MB capacity. NO ZIP FILES ALLOWED. Electronic Submittals must be received in the email box listed below. Submittals sent to any other box will NOT be forwarded or accepted. This email box is only accessed on the due date of your questions or proposals. Please use the Delivery Receipt option to verify receipt of your email. It is the sole responsibility of the proposer to ensure their documents are received before the deadline specified above. Boulder County does not accept responsibility under any circumstance for delayed or failed email or mailed submittals.

Email purchasing@bouldercounty.org; identified as **RFP # 7015-19** in the subject line.

-OR-

US Mail One (1) unbound copy of your submittal, printed double-sided, 11 point, on at least 50% post-consumer, recycled paper must be submitted in a sealed envelope, clearly marked as **RFP # 7015-19, to the **Administrative Services Information Desk located at 1325 Pearl Street, Boulder, CO 80302.****

All proposals must be received and time and date recorded at the Administrative Services Information Desk by the above due date and time. Sole responsibility rests with the Offeror to see that their bid is received on time at the stated location(s). Any bid received after due date and time will be returned to the bidder. No exceptions will be made.

The Board of County Commissioners reserve the right to reject any and all bids, to waive any informalities or irregularities therein, and to accept the bid that, in the opinion of the Board, is in the best interest of the Board and of the County of Boulder, State of Colorado.



**RECEIPT OF LETTER
ACKNOWLEDGMENT**

February 22, 2019

Dear Vendor:

This is an acknowledgment of receipt of Addendum #1 for RFP #7015-19, Boulder County Cannabis Cultivators Energy Efficiency Assessment

In an effort to keep you informed, we would appreciate your acknowledgment of receipt of the preceding addendum. Please sign this acknowledgment and email it back to purchasing@bouldercounty.org as soon as possible. If you have any questions, or problems with transmittal, please call us at 303-441-3525.

Thank you for your cooperation in this matter. This information is time and date sensitive; an immediate response is requested.

Sincerely,

Boulder County Purchasing

Signed by: _____ **Date:** _____

Name of Company _____

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