



ADDENDUM #1
Office of Sustainability, Climate Action, and Resilience
Boulder County Consumption-Based Emissions Inventory
RFP # 7348-22

May 20, 2022

The attached addendum supersedes the original Information and Specifications regarding RFP # 7348-22 where it adds to, deletes from, clarifies or otherwise modifies. All other conditions and any previous addendums shall remain unchanged.

Please note: Due to COVID-19, BIDS will only be accepted electronically by emailing purchasing@bouldercounty.org.

1. Question: The RFP asks for city-level charts, tables, figures, maps, and data to be prepared (e.g. under Data Analysis, “Create charts, tables and figures to describe consumption-based carbon footprint for each city for the region as a whole and the major factors driving the emissions in each area”; under “Create maps (for each city and the county)”; and under Final Report and Recommendations “Develop MS word template with mail merge of data, tables, figures and maps specific to each city and county.”).

Which cities should these charts, tables, figures, maps, and data be prepared for? Some incorporated communities are incorporated as “cities”, others as “towns”. Some incorporated communities also extend into other counties. Does the County want data and maps etc. prepared for all ten incorporated communities?

ANSWER: Cities included will be budget and data dependent. These include Lyons, Boulder, Longmont, Erie, Louisville, Superior, Nederland and Lafayette. If cost comes in too high, we will just look at the county as a whole.

Does the County want data and maps etc. prepared for any or all unincorporated census-designated places?

ANSWER: Yes, budget dependent.

The RFP discusses data and maps etc. for these local communities, but is not specific as to the scope of analysis and recommendations. Does the County only want narrative, analysis, and recommendations specific to the County? Or should narrative, analysis, and/or recommendations be included for local communities as well?

ANSWER: Recommendations are only needed for the county as a whole. Breakdown of local community data analysis will be budget dependent.

2. Question: Local Data collection:
Will the County provide support with data collection?

ANSWER: Yes, will provide access to internal data sets such as the county's Waste Characterization Study. External data sets such as Xcel Energy will be collected by the consultants.

Are any other agencies besides the County directly involved in the project to provide support, such as local jurisdictions, transit agencies, or regional governments?

ANSWER: No.

Which communities in the County have completed local community (geographic/traditional) GHG inventories?

ANSWER: Lyons, Boulder, Longmont, Erie, Superior, Louisville, Nederland and Lafayette.

How many utilities serve the County (including incorporated communities)? Please include utilities of the following types: electricity, natural gas, water & wastewater, waste hauling.

ANSWER: Six energy utilities, minimum four waste haulers, and water utilities are unknown but discoverable.

Does Boulder County or another local agency have data on vehicle fuel economy or vehicle registrations?

ANSWER: Yes.

3. Question: Data analysis:

Historic data for accurate consumption-based emissions inventories is severely lacking prior to 2007 for smaller geographies (e.g. cities/jurisdictions and census tracts). Is historic data prior to 2007 required at a level more granular than the County level?

ANSWER: No, if accurate data does not exist pre 2007 then 2007 can be set as the baseline year. It should note previous Scope 1 and Scope 2 county GHG inventories used 2005 as the baseline year.

Data is requested through 2021. 2021 census data is not expected to be available before December 2022 at the earliest. Is 2020 data sufficient?

ANSWER: Yes.

An “Excel spreadsheet tool for master data sets” is requested. Does this mean that the master datasets should be provided in an Excel-readable format, or that additional features or functionality (beyond simply data) are required?

ANSWER: Simple data outputs with back up excel master datasheets are required.

If the latter, what features or functionality are desired or needed?

ANSWER: No features or functionality beyond simple data backed by excel master data sheets are required.

4. Question: Create Maps

Boulder County only has 68 census tracts (as of the 2010 census). Many of the cities have highly irregular borders that do not align well with census tracts. Is a countywide tract-level map, with zoomed in images of the general areas of cities sufficient? Or should the city-specific maps be assembled at the census block level to ensure contiguity with city borders (with data drawn from the corresponding tract)?

ANSWER: Higher level areas of cities is sufficient.

As mentioned, some cities extend beyond the borders of Boulder County. Should the map(s) extend beyond the borders of Boulder County to include tracts which those cities extend into?

ANSWER: Yes.

5. Question: Final Report and Recommendations

Are there any sector or category-specific analyses the County wants to see specifically addressed in the report?

ANSWER: Yes, sectors listed in the RFP. However, these can change based on consultant recommendations and budget.

What level of depth does the County want with regards to policy and programming recommendations?

ANSWER: High level recommendations.

Are any forward-looking projections or business as usual scenarios required?

ANSWER: Yes, ideally 2030 and 2050. This is also budget dependent.

Does the County want analysis of the potential impact of current, future, or anticipated policies (at either the local, state, or federal level)?

ANSWER: No.

6. Question: Is there an available budget that can be shared?

ANSWER: Approximately \$20,000.

7. Question: Is there an anticipated or desired timeline?

ANSWER: Four months is ideal, but OSCAR is flexible.

8. Question: Are there any stakeholders outside of Boulder County OSCAR that are expected to be involved?

ANSWER: No.

9. Question: We have multiple clients for which we are developing similar projects and are nearly completed, but we only have one fully completed similar project to date in the last three years. Will references for projects currently in progress be accepted?

ANSWER: Yes.

10. Question: We have a basic insurance policy. Can I provide it with our proposal and upgrade it later if we get awarded? Or do we have to purchase a new one to meet the requirement to qualify the proposal?

ANSWER: Proof of current insurance must be provided with your proposal in the form of a sample certificate. You are NOT required to include additional insured status until the time a contract is executed. If you require a waiver of insurance requirements, you may request one in your response with an explanation.

11. Question: Can I team up with WVU CAFFE Lab where I received my PhD.?

ANSWER: Yes.

12. Question: Are you able to share the available budget for this work?

ANSWER: Please see above.

13. Question: What is the desired timeline and deadline for the project?

ANSWER: Please see above.

14. Question: Would it be possible to push the deadline for applications by 3 weeks? We're very keen to participate but are short on capacity for delivering the proposal on short notice.

ANSWER: No.

15. Question: Can you clarify in what year or years the assessment should be done – is this intended to be a longitudinal scope, or a one-year snapshot (reference year to be selected) both?

ANSWER: One-year snapshot with high-level baselining to 2005.

16. Question: Do you have any city-specific or county-specific consumption data? If not, a city-specific output will not be as insightful if it relies on national or state averages.

ANSWER: Yes, waste characterization study and GHG inventories.

Submittal Instructions:

Submittals are due at the email box only, listed below, for time and date recording on or before **2:00 p.m. Mountain Time on May 31, 2022.**

Please note that email responses to this solicitation are limited to a maximum of 50MB capacity.

NO ZIP FILES OR LINKS TO EXTERNAL SITES WILL BE ACCEPTED. THIS INCLUDES GOOGLE DOCS AND SIMILAR SITES. ALL SUBMITTALS MUST BE RECEIVED AS AN ATTACHMENT (E.G. PDF, WORD, EXCEL).

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 # 7348-22 in the subject line.

All proposals must be received and time and date recorded at the purchasing email 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**

May 20, 2022

Dear Vendor:

This is an acknowledgment of receipt of Addendum #1 for RFP #7348-22, Boulder County Consumption-Based Emissions Inventory.

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. This is also an acknowledgement that the vendor understands that **due to COVID-19, BIDS will only be accepted electronically by emailing purchasing@bouldercounty.org.**

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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