

MEMORANDUM

To: City Council

From: David J. Deutsch
City Manager

Re: Technical Energy Management Services – R-6-10

Date: December 30, 2009

The City applied for and received a grant from the US Department of Energy for certain energy related projects. These projects are being funded through the Energy Efficiency and Conservation Block Grant program (EECBG) as part of the American Recovery and Reinvestment Act (ARRA). In accordance with the approved grant proposal the City solicited bid proposals for technical energy management consulting services to assist in the development of an energy efficiency and conservation strategy.

Legal notices were placed in local newspapers, on the eMaryland Marketplace website and bid packages were mailed to interested bidders. At the close of bidding on Wednesday, December 16, 2010 the City had received six bid proposals. Below is a list of the proposals received.

<u>Firm</u>	<u>Bid Amount</u>
First Environment Inc. Arlington, VA & Cadmus Group Washington, DC	\$90,000
AECOM Alexandria, VA	\$80,000
Vermont Energy Investment Corp. Burlington, VT & Semcas Group Baltimore, MD	\$79,800
ERM Annapolis, MD	\$77,860

EMG Hunt Valley, MD	\$73,980
Matson Environmental State College, PA	\$60,500

After a thorough review of all bids it was determined that Environmental Resources Management of Annapolis, Maryland, with a total price of \$77,860, submitted the best overall bid. The proposal demonstrated the firm's experience in performing similar tasks and their ability to meet all Federal, State and City requirements. This project is being funded by a grant from the US Department of Energy and the bid amount is within the budget approved by the Department of Energy.

RECOMMENDATION

Staff recommends the approval of Resolution R-6-10 awarding a contract to Environmental Resources Management of Annapolis, Maryland for a total price of \$77,860.

DJD/DMM/adf

**+RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
ACCEPTING A BID PROPOSAL FOR TECHNICAL ENERGY MANAGEMENT
CONSULTING SERVICES TO ASSIST THE CITY IN THE DEVELOPMENT OF
A COMPREHENSIVE ENERGY EFFICIENCY AND CONSERVATION
STRATEGY**

WHEREAS, advertisements were placed in local newspapers, on the eMaryland Marketplace website and bid proposals were sent to interested firms seeking proposals for Technical Energy Management Consulting Services to assist the City in the development of a Comprehensive Energy Efficiency and Conservation Strategy; and

WHEREAS, the project is being funded through the US Department of Energy's, Energy Efficiency and Conservation Block Grant Program (EECBG) as part of the American Recovery and Reinvestment Act (ARRA); and

WHEREAS, a mandatory pre-bid conference was held on Wednesday, December 2, 2009, with nineteen firms in attendance; and

WHEREAS, at the close of bidding on Wednesday, December 16, 2009, six bid proposals had been received: and

WHEREAS, after a thorough review of all bids, it was determined that Environmental Resources Management of Annapolis, Maryland had submitted the most responsive and responsible bid proposal; and

WHEREAS, Environmental Resources Management has indicated that they will be able to complete the project within the allotted timeframe.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Bowie, Maryland, that the Council accepts the bid proposal of Environmental Resources Management of Annapolis, Maryland and hereby directs the City Manager to enter into a contract with Environmental Resources Management for Technical Energy Management Consulting Services to assist the City in the Development of a Comprehensive Energy Efficiency and Conservation Strategy for the total amount of \$77,860.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a Regular Meeting on January 4, 2010.

ATTEST:

CITY OF BOWIE, MARYLAND

Pamela A. Fleming, City Clerk

G. Frederick Robinson, Mayor