

## MEMORANDUM

TO: City Council

FROM: David J. Deutsch  
City Manager

SUBJECT: Accepting Bid Proposal for Energy Audits for the HUD CDBG Senior Citizen "Green" Housing Rehabilitation Program – R-59-10

DATE: September 7, 2010

Several licensed and certified firms were contacted and bid packages were sent to selected firms for the above referenced project. This project is being done in accordance with the City's five (5) year consolidated plan which determined that Senior Housing Rehabilitation is the community's priority need that will achieve a benefit to presumptive low and moderate income residents of the City in the senior citizen population. The project is being funded through the U.S. Department of Housing and Community Development Block Grant Program, the U.S. Department of Energy and the OpenDoor Housing Fund.

At the close of bidding on Tuesday, August 17, 2010, three (3) proposals had been submitted. Below is a tabulation of the bid proposals received:

Complete Home Solutions, Inc. Lothian, Maryland	\$49,800.00
Patuxent Environmental Group, Inc. Fairfax, Virginia	\$27,200.00
Carbon Cross Development LLC Washington, District of Columbia	\$30,000.00

The Office of Grant Development and Administration recommends that the most responsive and responsible bid proposal of Carbon Cross Development LLC, in the amount of \$30,000.00, be accepted. The bid includes \$300 per house for "Home Energy Assessments" and \$75 per house for mandatory "Home Energy Reports". Carbon Cross Development LLC is also the current provider for the City's energy audit services for this program. The FY10 budget for this project is \$326,800 and the energy audit bid is a part of this budget.

### **Staff Recommendation**

I concur with the above recommendation and request your approval of R-59-10.

DJD/JB/adf

**RESOLUTION**  
**OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND**  
**ACCEPTING BID PROPOSAL FOR ENERGY AUDITS FOR THE HUD**  
**CDBG SENIOR CITIZEN “GREEN” HOUSING REHABILITATION**  
**PROGRAM**

**WHEREAS**, several licensed and certified firms were contacted and requests for proposals were sent to selected firms for Energy Audits for the HUD CDBG Senior Citizen “Green” Housing Rehabilitation Program; and

**WHEREAS**, the Senior Citizen “Green” Housing Rehabilitation Program is included in the City’s five (5) year consolidated plan; and

**WHEREAS**, this project is being funded through the U.S. Department of Housing Community Development Block Program, the U.S. Department of Energy, as well as the OpenDoor Housing Fund; and

**WHEREAS**, at the close of bidding at 2:00 p.m., Tuesday, August 17, 2010, three (3) proposals had been received; and

**WHEREAS**, after careful review of the proposals submitted, it was determined that Carbon Cross Development LLC (DBA EcoHouse) had submitted the most responsive and responsible proposal in the amount of \$30,000.00

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Bowie, Maryland, that the Council accepts the proposal of Carbon Cross LLC and hereby directs the City Manager to sign a contract with Carbon Cross LLC for \$30,000.00.

**INTRODUCED AND PASSED** by the Council of the City of Bowie, Maryland at the Regular Meeting on September 7, 2010.

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G. Frederick Robinson, Mayor

**ATTEST:**

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Pamela A. Fleming, City Clerk