

Questions and Answers for RFQ Number 928-E-RFQC-0000002:
*Monitoring for State Energy Program and Energy Efficiency and Conservation Block Grant
ARRA Subrecipients*

Q: Can an organization apply for the RFQ if they have ARRA funds through GEFA or working with grantees?

A: Yes, they can still apply. However, they should clearly identify which groups are they are working with or what grant the applicant has received and how they will handle conflicts of interest.

Q: The contract appears to have a single maximum fee for the project, however the number of visits is variable, both by request and by the need for follow up visits to address deficiencies. What is your expectation for the proposal - do you expect a guaranteed maximum price based on an assumption of a number of visits, or do you prefer a per project or visit price with hourly rates and expenses separately quoted?

A: We do not request a budget with this RFQ. We would work out the financials once we had selected a contractor. As typical RFQ fashion, if we cannot agree to a price, GEFA would begin negotiations with next in line.

Q: Is having a registered engineer a prerequisite for award? Does a CEM (Certified Energy manager) qualify? If we are only submitting for residential services, does appropriate qualifications such as HERS raters, BPI building analysts, etc meet the requirements?

A: You must have at least one registered engineer on staff. Additional CEM certification is welcome. You cannot submit for only residential services. However, HERS/BPI qualifications for staff would be appropriate, but not required.

Q: Is having previously received a contract for similar services a prerequisite for award?

A: No.

Q: Should the proposal layout be only as the items are listed in 2.2.5 "Packaging the Response" and only those items? More specifically, I'm not sure if I need to include information related to items 3.1-3.4 (company info, Ga-based biz, small biz, insurance requirements, etc.) prior to the info listed in the section of "Packaging the Response" (below.)

2.2.5 Packaging the Response

The Offeror's proposal, in response to this RFQ, must include:

- **Proposal Certification (Appendix A);**
- **Mandatory Response Worksheet (Appendix C)**
- **Statement of Qualifications (Requirements Outlined in Appendix D);**
- **Including one-page resumes of all principal project team members (see Appendix D); and**
- **Contract Exceptions (if any). See Section 6.**

A: The information from 3.1 – 3.4 may be included as a separate attachment before or after the official response.