

Addendum #1
to
January 14, 2013 NJMC Green Restaurant Initiative RFP

General Information

1. Under New Jersey's Clean Energy program, the Direct Install program offers free energy assessments of facilities including restaurants. The participating contractor serving the Bergen, Hudson, Essex, and Passaic Counties is Lime Energy. For more information you can contact:
Direct Install
DirectInstall@trcsolutions.com
866-NJSMART

Lime Energy
Biaggio Campisi
862-754-0087 or 732-791-5380
2. Please note that under the EPA Grant, the NJMC has included a separate \$8000 line item for interns. It is anticipated that 2 interns will be hired to work on the project at an hourly rate of \$10/hour for a total of 800 hours combined maximum over the life of the grant. The interns will be available to work on tasks defined by the contractor hired under this RFP in consultation with the NJMC Project Manager. NJMC will manage intern timesheets and salary payment.
3. Also note that an additional \$10,000 (outside of funds for this RFP) remains under the contractual line item of the EPA grant. Those funds are anticipated to be for creation of a website associated with the NJMC Green Restaurant Initiative. This task is not part of the contract and therefore should not be included in the submitted proposal.

Questions

4. Does the \$64,500 budgeted for contract services include travel expenses or do our travel expenses come out of the overall project budget?
You must include your travel expenses within the \$64,500 budgeted for contract services.
5. Are the case studies on restaurants that have already been through the greening process and we are reporting the best practices or are we walking restaurants through the greening process and writing the cases as we go?
Primarily the latter – these will be case studies on restaurants that are becoming more sustainable as part of this program. However, if a local restaurant comes to light that has gone through the greening process and we feel it is a good example of a best practice; we will include it in our documentation.
6. If we are benchmarking best practices for the case studies, do the cases need to be done on restaurants in the Meadowlands area, or can the cases be done on restaurants around the USA?
As noted above, the case studies are for restaurants being greened as part of the program. All restaurants in the program will be in the vicinity of the Meadowlands region in New Jersey. While the Meadowlands Commission includes parts of 14 municipalities in Bergen and Hudson County, restaurants outside of the Meadowlands direct jurisdiction are included for participation under this grant. The NJMC will work with the Meadowlands Regional Chamber of Commerce to invite restaurants from a database of over 600 in the local area.

Contractors may suggest ways to highlight best practices from outside of the Meadowlands to further educate restaurant owners and managers about available options.

This Addendum modifies applicable sections of the RFP. It is the responsibility of the potential bidder to incorporate these changes into the original RFP.

All documents distributed as part of this procurement are available at the public notice section of the NJMC website: http://www.njmeadowlands.gov/public/notices_2013.html.