

**ARLINGTON COUNTY, VIRGINIA
OFFICE OF THE PURCHASING AGENT
2100 CLARENDON BOULEVARD, SUITE 500
ARLINGTON, VIRGINIA 22201**

NOTICE OF CONTRACT AWARD

The Cadmus Group LLC	DATE ISSUED:	<u>December 5, 2018</u>
100 5th Ave	CURRENT REFERENCE NO:	<u>17-013-RFP-1</u>
Suite 100	CONTRACT TITLE:	<u>Energy Analysis and Energy Policy Consulting</u>
Waltham, MA 02451		

THIS IS A NOTICE OF AWARD OF CONTRACT AND NOT AN ORDER. NO WORK IS AUTHORIZED UNTIL THE VENDOR RECEIVES A VALID COUNTY PURCHASE ORDER ENCUMBERING CONTRACT FUNDS.

The contract documents consist of the terms and conditions of AGREEMENT No. 17-013-RFP-1 including any attachments or amendments thereto.

EFFECTIVE DATE: January 1, 2019

EXPIRES: December 31, 2019

RENEWALS: Three (3) ONE (1) YEAR RENEWAL OPTIONS FROM January 1, 2020 to December 31, 2022

COMMODITY CODE(S): 92533, 91841

LIVING WAGE: N

ATTACHMENTS:

AGREEMENT No. 17-013-RFP-1

ATTACHMENT B – CONTRACT PRICING

EMPLOYEES NOT TO BENEFIT:

NO COUNTY EMPLOYEE SHALL RECEIVE ANY SHARE OR BENEFIT OF THIS CONTRACT NOT AVAILABLE TO THE GENERAL PUBLIC.

VENDOR CONTACT: Jing Hoffman

VENDOR TEL. NO.: 617-673-7170

EMAIL ADDRESS: Jing.Hoffmann@cadmusgroup.com

COUNTY CONTACT: John Morrill DES,
ENVIRONMENTAL MANAGEMENT

COUNTY TEL. NO.: (703) 228-4426

COUNTY CONTACT EMAIL: JMorrill@arlingtonva.us

Arlington County Agreement 17-013-RFP-1
Attachment B
Contract Rates
The Cadmus Group LLC

A. Arlington County Greenhouse Gas Emission Inventories

Hourly Rates

RESEARCH ANALYST	\$64.92
ANALYST I	\$67.41
ANALYST II	\$72.41
ANALYST III	\$82.41
ASSOCIATE I	\$87.38
ASSOCIATE II	\$104.88
ASSOCIATE III	\$119.86
SENIOR ASSOCIATE I	\$124.85
SENIOR ASSOCIATE II	\$144.82
SENIOR ASSOCIATE III	\$169.79
PRINCIPAL I	\$179.76
PRINCIPAL II	\$214.74
SENIOR MANAGING CONSULTANT	\$249.70
ADMINISTRATIVE SUPPORT I	\$59.94
ADMINISTRATIVE SUPPORT II	\$109.86

**Rates valid for 12 months from contract award. Subject to annual price adjustment based on U.S. Department of Labor Consumer Price Index (All Items, Unadjusted, Urban Areas) per Arlington County draft terms and conditions.

Arlington County Agreement 17-013-RFP-1

Attachment B

Contract Rates

The Cadmus Group LLC

B. Support County Energy Planning and Program Evaluation

Hourly Rates

RESEARCH ANALYST	\$64.92
ANALYST I	\$67.41
ANALYST II	\$72.41
ANALYST III	\$82.41
ASSOCIATE I	\$87.38
ASSOCIATE II	\$104.88
ASSOCIATE III	\$119.86
SENIOR ASSOCIATE I	\$124.85
SENIOR ASSOCIATE II	\$144.82
SENIOR ASSOCIATE III	\$169.79
PRINCIPAL I	\$179.76
PRINCIPAL II	\$214.74
SENIOR MANAGING CONSULTANT	\$249.70
ADMINISTRATIVE SUPPORT I	\$59.94
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Contract Rates

The Cadmus Group LLC

C. Evaluate Potential Energy and GHG Reductions in Arlington from Federal, State, and Local Policies, Technological Changes, and Economic/Market Factors

Hourly Rates

RESEARCH ANALYST	\$64.92
ANALYST I	\$67.41
ANALYST II	\$72.41
ANALYST III	\$82.41
ASSOCIATE I	\$87.38
ASSOCIATE II	\$104.88
ASSOCIATE III	\$119.86
SENIOR ASSOCIATE I	\$124.85
SENIOR ASSOCIATE II	\$144.82
SENIOR ASSOCIATE III	\$169.79
PRINCIPAL I	\$179.76
PRINCIPAL II	\$214.74
SENIOR MANAGING CONSULTANT	\$249.70
ADMINISTRATIVE SUPPORT I	\$59.94
ADMINISTRATIVE SUPPORT II	\$109.86

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E. Green Building Project Review and Program Support

Hourly Rates

RESEARCH ANALYST	\$64.92
ANALYST I	\$67.41
ANALYST II	\$72.41
ANALYST III	\$82.41
ASSOCIATE I	\$87.38
ASSOCIATE II	\$104.88
ASSOCIATE III	\$119.86
SENIOR ASSOCIATE I	\$124.85
SENIOR ASSOCIATE II	\$144.82
SENIOR ASSOCIATE III	\$169.79
PRINCIPAL I	\$179.76
PRINCIPAL II	\$214.74
SENIOR MANAGING CONSULTANT	\$249.70
ADMINISTRATIVE SUPPORT I	\$59.94
ADMINISTRATIVE SUPPORT II	\$109.86

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F. Support Preparation of an Energy Assurance Plan for Arlington County

Hourly Rates

RESEARCH ANALYST	\$64.92
ANALYST I	\$67.41
ANALYST II	\$72.41
ANALYST III	\$82.41
ASSOCIATE I	\$87.38
ASSOCIATE II	\$104.88
ASSOCIATE III	\$119.86
SENIOR ASSOCIATE I	\$124.85
SENIOR ASSOCIATE II	\$144.82
SENIOR ASSOCIATE III	\$169.79
PRINCIPAL I	\$179.76
PRINCIPAL II	\$214.74
SENIOR MANAGING CONSULTANT	\$249.70
ADMINISTRATIVE SUPPORT I	\$59.94
ADMINISTRATIVE SUPPORT II	\$109.86

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CADMGRO-01

MKWON

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/02/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER SCS Agency, Inc. 1981 Marcus Avenue #125 Lake Success, NY 11042	CONTACT NAME: PHONE (A/C, No, Ext): (516) 466-6007 E-MAIL ADDRESS:	FAX (A/C, No): (516) 829-5857
	INSURER(S) AFFORDING COVERAGE	
INSURED The Cadmus Group, LLC 100 5th Avenue Ste 100 Waltham, MA 02451	INSURER A : Hartford Fire Insurance Co.	NAIC # 19682
	INSURER B : Trumbull Insurance Co	27120
	INSURER C : Hartford Casualty Ins Co.	29424
	INSURER D : Rated by Multiple Companies (Hartford)	00914
	INSURER E : Federal Insurance Co.	20281
	INSURER F : Indian Harbor Insurance Compan	36940

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Contractual Liability GENL AGGREGATE LIMIT APPLIES PER POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:		12UUNZK9897	10/31/2018	10/31/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000
B	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		12UENBH0271	10/31/2018	10/31/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000		12RHUZK9098	10/31/2018	10/31/2019	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000
D	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A	12WBGH1066	10/31/2018	10/31/2019	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E L EACH ACCIDENT \$ 1,000,000 E L DISEASE - EA EMPLOYEE \$ 1,000,000 E L DISEASE - POLICY LIMIT \$ 1,000,000
E	Crime		81324354	10/31/2018	10/31/2019	Limit 1,000,000
F	Professional Liab.		PEC004861702	10/31/2018	10/31/2019	Limit 6,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 The Arlington County, Virginia and its officers, elected and appointed officials, employees and agents are included as additional insureds as required by written contract.

CERTIFICATE HOLDER

CANCELLATION

Arlington County
 2100 Clarendon Blvd. Suite 500
 Arlington, VA 22201

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE