

SUPPLIER RESPONSE FORM
for RFP-KV-62705 Home Builders Advisory Committee and
Marketing Subcommittee Support

1. Request for Proposal Response

1.1. Transmittal Letter

Proposal must have a transmittal letter signed in ink by an authorized representative of the Respondent's company.

1.2. Request for Proposal Terms and Conditions

Please indicate that respondent has read, understood and accepted each Section of this RFP. If respondent does not agree, please provide a description of any exceptions (attach additional pages if required).

1.3. Statement of Product Interests

Explain any concerns Respondent may have in maintaining objectivity in recommending the best solution for UTILITIES. All potential conflicts of interest must be disclosed.

2. General Information: Provide the following information:

2.1. Company Information

- 2.1.1. Firm Name;
- 2.1.2. Business Address;
- 2.1.3. Primary Contact Name, Telephone Number and Email Address;
- 2.1.4. Year Established;
- 2.1.5. Type of Ownership;
- 2.1.6. Indication of whether the firm is or will be (and when) licensed to do business in the state of Colorado;
- 2.1.7. Location of office performing the support services.

2.2. Experience

Summarize Company and Personnel experience as it relates to the services requested in Exhibit A to include:

3. Relevant References

Provide a description of projects respondent has provided in the last three (3) years similar to the scope of this project, i.e. Energy Star and builder development projects.

Include:

- 3.1.** Name of the customer
- 3.2.** Point of contact
- 3.3.** Address
- 3.4.** Telephone number
- 3.5.** Description of the work performed

4. Project Narrative

4.1. Provide narrative detailing the Respondent's philosophy and approach to perform on this contract. To include, but not limited to:

- 4.1.1. Methods to encourage builder participation in the program;
- 4.1.2. Methods to seek participation from other entities as listed in the statement of work;
- 4.1.3. Relationship with Colorado Springs builders and developers, Governor's Energy office and Environmental Protection Agency;
- 4.1.4. Assessment methods for calculating savings;

SUPPLIER RESPONSE FORM
for RFP-KV-62705 Home Builders Advisory Committee and
Marketing Subcommittee Support

- 4.1.5. Development of HERS infrastructure;
 - 4.1.6. Marketing strategies;
 - 4.1.7. Demonstration of building science knowledge.
- 4.2. Schedule**
- 4.2.1. Provide a an estimated schedule to include:
 - 4.2.1.1. Frequency of meetings;
 - 4.2.1.2. Communication requirements.
- 5. Staff Assigned to Project**
- 5.1.** Provide resumes of team to be assigned to the project, indicating their responsibility towards the project and location.
- 6. Provide any additional information that is relevant to this RFP.**

SUPPLIER RESPONSE FORM
for RFP-KV-62705 Home Builders Advisory Committee and
Marketing Subcommittee Support

COST AND PRICING RESPONSE FORM
(SEPARTELY SEALED ENVELOPE)

1. Costs:

1.1. Provide a firm fixed price for completing the scope of work;

1.1.1. Break out the firm fixed price by deliverable as follows:

1.1.1.1. Phase I efforts as described in the ENERGY STAR for New Homes Market Transformation Plan dated April 7, 2006;

1.1.1.2. Work with the Builder Advisory Committee, its Marketing Subcommittee;

1.1.1.3. Participation in the 2008 EPA ENERGY STAR Cooperative Advertising Campaign and expansion of participation;

1.1.1.4. Sponsorship, and help foster a working relationship, from the Governor's Energy Office;

1.1.1.5. Focus on ongoing development of a quality HERS infrastructure to maintain excellent quality control and feedback loop for builders.

1.1.1.6. Assist UTILITIES with an assessment of electricity and natural gas savings from the ENERGY STAR program efforts.

1.1.1.7. Attendance at all Builder Advisory and/or Marketing Subcommittee meetings;

1.1.1.8. In conjunction with Committee Chair(s), preparation of monthly meeting agendas and minutes;

1.1.1.9. Assist with various Committee tasks, including, but not limited to, website maintenance (www.coloradoenergystarhomes.com), tracking of quantitative data to assess results of advertising campaign efforts, survey instruments, etc.

1.1.1.10. Media relations.

1.2. Rate sheet for any changes or additional work contemplated during performance.