



Zapotec Energy

GENERAL SERVICES ADMINISTRATION
Federal Supply Service
Authorized Federal Supply Schedule Price List

**Schedule 03FAC
Facilities Maintenance and Management**

**Zapotec Energy, Inc.
675 Massachusetts Ave
Floor 9
Cambridge, MA 02139
Phone: 617-547-5900
Fax: 617-547-5901**

www.ZapotecEnergy.com

Contract No.: GS-21F-0014Y

Contract Period: Nov 7, 2011 to Nov 7, 2016

Contractor Administrator: Paul Lyons, P.E.
President
Email: Lyons@ZapotecEnergy.com

Business Size: Small

Online access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!, a menu-driven database system. The internet address for GSA Advantage! is: GSAAdvantage.gov

CUSTOMER INFORMATION

1a. Awarded Special Item Numbers (see item descriptions on pg.3)

871 207	Energy Audit Services
871 209	Innovations in Renewable Energy
871 211	Energy Consulting Services

1b&c. See Contract Price List (pg. 4)

2. Maximum order: \$1,000,000

3. Minimum order: \$100

4. Geographic coverage: Domestic (US and Puerto Rico)

5. Point of production: N/A

6. Discount from list prices: 10% - 20%

7. Quantity Discounts: 2% discount at \$300,000 or greater

8. Prompt Payment terms: 1% discount for 10 days; net 30 days

9a. Government purchase cards are accepted at or below the micro-purchase threshold.

9b. Government purchase cards are accepted at or above the micro-purchase threshold.

10. Foreign items: N/A

11a. Time of delivery: To be determined at Task Order level.

11b. Expedited delivery: To be determined at Task Order level.

11c. Overnight and 2-day delivery: To be determined at Task Order level.

11d. Urgent Requirements: To be determined at Task Order level.

12. F.O.B. points: Destination

13a. Ordering address: Zapotec Energy, Inc., 675 Massachusetts Ave, Cambridge, MA 02139

13b. Ordering procedures: Found in Federal Acquisition Regulation 8.405-3

14. Payment address: Zapotec Energy, Inc., 675 Massachusetts Ave, Cambridge, MA 02139

15. Warranty provision: Standard Commercial Warranty

16. Export packing charges: N/A

17. Terms and conditions of Government purchase card acceptance: \$100 minimum purchase
18. Terms and conditions of rental, maintenance, and repair: To be determined at Task Order level.
19. Terms and conditions of installation: To be determined at Task Order level.
20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list: To be determined at Task Order level.
21. List of service and distribution points: N/A
22. List of participating dealers: N/A
23. Preventative maintenance: N/A
- 24a. Special attributes such as environmental attributes: None
- 24b. N/A
25. DUNS #: 015514156
26. Registered in CCR database.

ITEM DESCRIPTIONS

871 207 *Energy Audit Services*

Under this SIN, Zapotec Energy is offering services to perform energy audits and assessments as a means to evaluate energy consumption and provide recommendations for improvements. Services range from cursory to comprehensive, and may include:

- performing site visits
- assessing primary HVAC, electrical, and lighting systems.
- reporting on audit plans
- perform energy audit services
- data collection
- data analysis
- benchmarking with tools such as Energy Star®
- writing recommendations of suggested upgrades of electrical and mechanical infrastructure
- writing about the impact of upgrades on energy consumption and pollution
- opportunities for reducing annual energy consumption and costs were identified
- Energy efficient buildings certification programs such as LEED

871 209 *Innovations in Renewable Energy*

With over 14 years of experience with renewable energy project development, Zapotec Energy can provide services in renewable energy development and management. Services include:

- analysis of renewable energy options
- providing recommendations for renewable energy implementation and new technologies
- monitoring and managing onsite energy
- providing renewable and/or sustainable energy and sustainability services that are more carbon-neutral
- lessening the dependence on traditional non-renewable fossil fuel sources of energy
- measuring, mitigation, verification and management
- training on new energy technologies and systems
- operational support of renewable energy systems
- implementation, testing and evaluation of networked energy management systems and services that utilize Internet Protocol and are capable of integrating with existing information systems data infrastructure and backbone

871 211 *Energy Consulting Services*

Over many years, Zapotec Energy has been providing consulting services for a variety of industrial, utility, and commercial clients in the development, management, and implementation of energy conservation and generation systems. Tasks included were:

- Energy management or strategy
- Energy program planning and evaluations
- Energy-related studies, analyses, benchmarking and reporting such as feasibility studies, vulnerability assessments, and energy security
- Consulting on where to obtain renewable energy credits/certificates

PRICE PROPOSAL

The following hourly rates apply for professional services under all described SINS (871-207, 871-209, and 871-211).

Labor Category	Hourly Rate Price Offered to GSA
Principal	\$ 141.05
Senior Design Engineer	\$ 113.34
Design Engineer III	\$ 90.68
Design Engineer II	\$ 81.61
Design Engineer I	\$ 72.54

Escalation for hourly rate pricing is in accordance with FAR Clause 52.216-70 – Economic Price Adjustment – FSS Multiple Award Schedule Contracts.

LABOR CATEGORIES

Principal

Responsibilities:

- Responsible for successful management and delivery of professional engineering services to clients
- Act as Lead Solar Consultant and Lead Engineer on ongoing solar energy projects
- Supervise overall development of projects through all stages: planning, contract preparation, design of mechanical and electrical equipment and systems, performance analysis, cost estimates, compliance with applicable codes, installation, testing and operation
- Review and approve all design documentation and deliverables before client presentation
- Manage and coordinate staff to fulfill project requirements and deadlines
- Coordinate directly with clients, inspectors, building contractors, regulatory personnel, community representatives, and consultants
- Oversee general development of company activities, including hiring new staff, providing professional development
- Ensure organization's financial stability and management
- Deliver all executive decisions

Minimum Requirements:

- Extensive experience (minimum 20 years) in solar energy design, management, consulting, construction and installation supervision
- Bachelor's degree in an engineering discipline from an accredited four-year college or university
- Masters of Science or advanced degree relating to engineering or project management
- Registered Professional Mechanical Engineer in Massachusetts
- NABCEP certified solar PV installer

Senior Design Engineer

Responsibilities:

- Lead design and consulting efforts in technical analyses and engineering evaluations relating to solar planning, design, installation
- Perform site visits/investigations
- Review detailed plans and specifications, construction documents according to conformance with building and electrical codes, utility interconnection requirements, and construction standards
- Refine specificity of site plan layouts, detailed specifications, construction methods of solar related mechanical and electrical systems to reflect final construction plans
- Delegate tasks to Design Engineers I, II, and III
- Review deliverables produced by the Principal and Design Engineers I, II, and III
- Interact with clients; ensure projects are in line with client specifications; advise on solar installation
- Support the Principal in project management tasks

- Train new staff

Minimum requirements:

- Bachelor's degree in an engineering discipline from an accredited four-year college or university
- Masters of Science or other advanced degree related to engineering or project management
- 4 years of direct experience with design, consulting, and project management of solar PV and thermal installations
- 5 years of professional mechanical engineering experience
- Registered Mechanical Engineer in Massachusetts

Design Engineer III

Responsibilities:

- Lead design and consulting efforts in technical analyses and engineering evaluations relating to solar planning, design, installation
- Perform site visits/investigations
- Review detailed plans and specifications, construction documents according to conformance with building and electrical codes, utility interconnection requirements, and construction standards
- Refine specificity of site plan layouts, detailed specifications, construction methods of solar related mechanical and electrical systems to reflect final construction plans
- Delegate tasks to Design Engineers I and II
- Review deliverables produced by the Principal and Design Engineers I and II
- Interact with clients; ensure projects are in line with client specifications; advise on solar installation
- Support the Principal in project management tasks
- Train new staff

Minimum requirements:

- Bachelor's degree in an engineering discipline from an accredited four-year college or university
- Masters of Science or other advanced degree related to engineering or project management
- 3 years of direct experience with design, consulting, and project management of solar PV and thermal installations
- 5 years of professional mechanical engineering experience
- Engineer-in-Training and on track to acquiring a registered professional engineering license

Design Engineer II

Responsibilities:

- Perform technical analyses and engineering evaluations relating to solar planning, design, installation (optimize performance, cost, potential solar resource, system parameters)

- Perform site visits/investigations
- Create site plan layouts, formulate and integrate design of solar components, mechanical and electrical systems
- Perform preliminary review of construction documents according to conformance with building and electrical codes, utility interconnection requirements, and construction standards
- Review deliverables produced by Design Engineer I
- Support the Principal, Senior Design Engineer, and Design Engineer III in project management tasks

Minimum Requirements:

- Bachelor's degree in an engineering discipline from an accredited four-year college or university
- 2 years of direct experience with design, consulting, and project management of solar PV and thermal installations
- 2 years of professional mechanical engineering experience
- Engineer-in-Training and on track to acquiring a registered professional engineering license

Design Engineer I

Responsibilities:

- Perform preliminary technical analyses and engineering evaluations relating to solar planning, design, installation (determine site potential, perform calculations, optimize performance, cost, and system parameters)
- Participate in site visits with other engineers
- Create initial drafts of designs/drawings of site plan layout, solar components, mechanical and electrical systems
- Assist in development of feasibility reports, construction documents, and review of project documentation and data
- Support upper level engineers in all aspects of design, consulting, and project management tasks
- Directly assists Design Engineer II & III, Senior Design Engineer, and Principal in design, consulting, and project management of solar PV and thermal installations

Minimum Requirements:

- Bachelor's degree in an engineering discipline from an accredited four-year college or university
- No minimum work experience
- Engineer-in-Training certification