



January 11, 2018

ADDENDUM NO. 1

ENERGY CONSULTING AND MANAGEMENT SERVICES

RFP NO. 2018-017

Proposers are directed to revise and incorporate into their responses the following answers to questions posed during the allowed proposal timeframe:

QUESTIONS/ANSWERS:

- Question 1: I do not understand the relationship between the City of Mesquite and US Communities?
Answer: Please refer to Section 1, Master Agreement, on page 3 of the RFP and to Section 4, Participating Public Agencies, on page 5 of the RFP.
- Question 2: Also, I do not see what Mesquite's energy needs are from reading the (attached) RFP. Am I missing something?
Answer: The City's specific energy needs are not outlined as the solicitation is designed to address the collective energy needs of U.S. Communities participating agencies. The City of Mesquite currently has an electricity contract with Gexa (rate of .03675), which expires 12/2021. The City may choose to use the resulting Master Agreement once it is in place.
- Question 3: What is the proposal? only KWH, Natural Gas or ALL categories? i.e. solar, water, waste?
Answer: Please refer to Section 3, General Definition of Products and/or Services, on page 3 of the RFP.
- Question 4: Do you have a totality of the KWH usage? Do you provide aggregate 12 month billing numbers for us to quote properly?
Answer: Please refer to Estimated Volume on page 5 of the RFP. Proposed pricing should be based off this number.
- Question 5: How would a vendor know what volumes?
Answer: Please see Question 4.
- Question 6: I would like to inquire with you about the attached RFP. I was reviewing solicitations sent by Washington (State) Electronic Business Solution's (WEBS) Procurement site and this RFP was sent to us via the WEBS portal. I also looked on Seattle.gov <http://thebuyline.seattle.gov/author/purchadmin/> and the same RFP for The City of Mesquite, TX was there as well. Can you please clarify if the RFP is for Mesquite, TX or Seattle, WA?
Answer: Please see Question 1. The City of Seattle posts all U.S. Communities solicitations on WEBS for compliance with State of Washington posting requirements.

Question 7: Can you provide the City of Mesquite's total annual utility spend for electricity, natural gas and water/sewer for the last fiscal year?

Answer: Please see Question 4. Also, the City of Mesquite specific volumes are provided here:

Electricity 2,880,563.27

Gas 102,812.67

Water 614,748.45

Question 8: Can you provide the total square footage under management by the City?

Answer: Please see Question 4. Also, the total square footage under management by the City of Mesquite is 728,115.

Question 9: Can you please clarify what is meant by "financial viability of energy companies"?
2.1.3. Education and experience with evaluation of financial viability of energy companies.

Answer: We need to verify that the proposer is capable of servicing the contract nationally, is financially sound, and will be in business for the length of the contract period.

Question 10: On Page 10, found under the technical proposal, it is requested that proposals include:
Tab 8 – FINANCIAL STATEMENTS: Proposer must provide audited income statements and balance sheets from two of the most recent reporting periods.
Can you please advise if there is an acceptable replacement for privately owned small businesses, as we are not required to provide reporting on such items to the IRS?

Answer: The evaluation team requires a Balance Sheet and Income Statement from the company to help show financial viability: RFP states an "audited" report. A small company should be able to produce a Balance Sheet and Income Statement for their organization.

Question 11: How many City of Mesquite natural gas and electricity accounts will be served through the procurements done by the selected consultant?

Answer: Please refer to Question 4. Also, the City of Mesquite accounts are as follows:

Electricity Accounts: 16 accounts with 408 ESIDs/meters

Natural Gas accounts: 22

Question 12: How many electricity accounts, by type (e.g. commercial, street lighting, or residential), will be served?

Answer: Please refer to Question 4. Also, the City of Mesquite accounts are as follows:

Commercial – Non-IDR: 360

Commercial – IDR: 4

Street Lighting - Metered: 23

Street Lighting – Unmetered: 20

Residential (if any): 1

Question 13: What is the historic total annual energy usage for Mesquite's electricity and natural gas accounts?

Answer: Please refer to Question 4.

Question 14: What is annual expenditure for each natural gas and electricity?

Answer: Please see Question 7.

Question 15: What quantities of commodities (other than natural gas and electricity) are expected to be purchased annually?

Gasoline (Gallons): _____

Diesel (Gallons): _____

Other? _____

Answer: Please see Questions 3 and 4.

Question 16: What is the annual expenditure for each of the additional commodities? (other than electricity and natural gas)

Answer: Please see Questions 3 and 4.

Question 17: What types of contracts has the City of Mesquite historically used for energy purchases?

Contract Type: _____ Commodities Purchased: _____

Fixed Price

Heat rates

Block + Real-time Pricing

NYMEX Basis differential

Cash Index

Answer: Fixed Price for electricity.

Question 18: When do the City of Mesquite's current contracts (by commodity) expire?

Electricity:

Natural Gas:

Gasoline:

Diesel:

Other:

Answer: Electricity: December 2021

Natural Gas: Ongoing

Gasoline: Annual contract award

Gasoline: Annual contract award

Question 19: Please describe the City of Mesquite's current energy data management services, if any.

a. Does a third party receive the bills and review those prior to payment? After payment?

b. Does a third party pay the City's invoices?

c. What are the City's main goals for these services? Or, put another way, what does the City see as the main value of the bill management services?

Answer: a. Please see answer c. below.

b. No.

c. The City's accounts are grouped by Departmental approval areas and are submitted to the City on spreadsheets with a summary bill showing the prior balance, payments received and new charges; details of each metered account are available on the website of the energy provider.

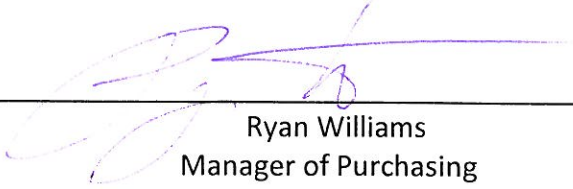
Question 20: Does the City of Mesquite have any energy efficiency initiatives planned or underway?

Answer: None at this time.

Question 21: Would the city of Mesquite be interested in creating a voluntary citizen electricity purchasing group, at no cost to the City, that also raises money for local non-profits?

Answer: Please provide details of any additional offerings under your answer to "Additional Information" found on page 29 of the RFP.

If you should have any other questions, do not hesitate to contact the Purchasing Office at 972-216-6201, or email purchasing @cityofmesquite.com.



Ryan Williams
Manager of Purchasing

ACCEPTANCE:

We, the undersigned, do hereby acknowledge receipt of this Addendum No. 1 to RFP No. 2018-017; Energy Consulting and Management Services, and agree to the instructions herein written.

Company Name

Authorized Signature

Date