

REQUEST FOR PROPOSAL

PROJECT NO. RFP 18-19

Energy Procurement Services

QUESTIONS AND ANSWERS No. 002

Date: May 17, 2018

To: Prospective Respondents

From: Procurement Operations Department, Houston Community College

Subject: Questions and Answers Responses

1. In the solicitation its mentioned oil, so please provide us with more details.

Response: All references to "oil products" has been removed. Solicitation Amendment # 001 will be posted online on HCC website. <http://www.hccs.edu/about-hcc/procurement/rfps/bid-title-278748-en.html>

2. Is the price proposal needs to be in a separate envelope?

Response: yes.

3. Do we lose the point if we are not certified as a small business?

Response: Reference page 20-21, item 14 Small Business development Program.

4. What is the number of meters that you have?

Response: Approximately 250 meters.

5. Can HCC provide total annual consumption numbers for electric & natural gas?

Response: Electricity is approximately 100M Kwh and Gas is approximately 60,000 MMBtu.

6. Can HHC furnish existing supply contracts for natural gas and electricity?

Response: Request for information may be requested through HCC's Office of General Counsel at: <http://www.hccs.edu/departments/general-counsel/>

7. How will selected vendor have access to any bill processing/auditing data?

Response: The College will provide signed releases as needed.

8. Would HCC consider adjusting the RFP to reflect this industry standard approach to procurement consulting?

Response: No.

9. What is HCC's annual electricity usage in kWh?

Response: Approximately 100M kWh.

10. What is HCC's annual gas usage for accounts where HCC is utilizing transportation services (in MMBtus)?

Response: 60,000 MMBtu.

11. How many electric accounts (ESI's) does HCC currently have?

Response: Approximately 100 accounts.

12. How many transportation gas accounts does HCC have?

Response: Approximately 50 accounts.

13. Do you currently utilize a third-party consultant with your energy procurement?

Response: No.

14. What is your current monthly/yearly Electricity spend?

Response: Approximately 7 million.

15. What is your current Natural Gas monthly/yearly spend?

Response: Approximately 400,000.

16. What is the current meter count for the portfolio included in RFP NO. 18-19?

Response: Approximately 250 meters electrical and 50 Gas and 100 water meters.

17. Please indicate by service type if applicable

Response: Approximately 250 meters electrical and 50 Gas meters and 100 water meters.

18. Are there any locations included that are outside of the CenterPoint TDU territory?

Response: No.

19. Please indicate by service type if applicable

Response: 100 Electrical Meters– 50 Gas Meters– 100 Water Meters.

20. What is your current product and price; including any pass through or included pricing components?

Response: CKWh – 0.04086; Pass through varies.

21. On what date did you execute your last electricity supply agreement with your Retail Electric Provider?

Response: February 2013.

22. On what date did you execute your last natural gas supply agreement?

Response: November 2010.

23. How many meters/locations do you intend to add & delete in the next 1-5 years?

Response: To be determined. This information is not available.

24. Do you intend to include any locations expected to begin construction or development in the next 1-5 years?

Response: Reference information concerning HCC's Bond Update for completion of new locations/projects: <http://www.hccs.edu/about-hcc/procurement/bond2013/>

25. What are your preferred choice of energy efficiency options/products already in use currently in HCC locations included in RFP NO.18-19?

Response: Motion sensors, photo cell sensors, rain sensors, speed drives, temperature sensors, etc.

26. What energy efficiency options/products are you interested in implementing in the future for locations included in RFP NO. 18-19?

Response: The College currently has an open solicitation RFP 18-27 for Comprehensive Energy Management Assessment, which addresses some energy efficiencies measures.

<http://www.hccs.edu/about-hcc/procurement/rfps/bid-title-278827-en.html>

27. What are the expectations after the contract has been awarded in terms of customer service and reporting?

Response: Best practices for industry standards with excellent customer service.

28. Is the McNamara-O'Hara Service Contract Act (SCA) Wage Determination in force with this RFQ? If so, can you advise a) What SCA/Wage numbers are applicable? And b) What City and State SCA Wage Determination takes precedence?

Response: As noted in the RFP proposer must comply with all applicable federal, state and local laws.

29. Does this requirement stipulate that the proposed bidder must hold an active Form DD254 Facility Clearance "PRIOR TO BEING AWARDED" this contract?

Response: No. No such requirement is set forth in the RFP.

30. If an active, Form DD254 Facility Clearance is required, will arrangements be made to assist and provide adequate time to process the required paperwork or are bidders without DD254 Facility Clearance not advised to participate?

Response: No such requirement is set forth in the RFP.

31. For areas where strict requirements exist related to this 18-19-00 Energy Procurement Services Solicitation that an active Secret Facility Clearance in the Industrial Security Facilities Database (ISFD) is needed to meet Secret Facility Clearance Requirements stated throughout the solicitation and Performance Work Statement (PWS); would the government accept a Contractor Teaming Agreements (CTA) under The GSA Construct that fulfills Past Performance requirements?

Response: No such requirement is set forth in the RFP.

32. For areas where strict requirements exist for the number and types of past performance as a PRIME Vendor; would the government accept a Contractor Teaming Agreements (CTA) under The GSA Construct that fulfills Past Performance requirements?

Response: No such requirement is set forth in the RFP.

33. Can you provide the number of meters for each account as well as the estimated annual spend and number of facilities intended to be covered under the HCC Energy Procurement Services [Contract 18-19-00]? As you know most providers will price this requirement using a combination of FFP – Firm Fixed Price, Service type, Number of meter, number of facilities, and/or volume of energy consumption.

Response: Approx. 250 Meters – \$7M – 78 Facilities; 100 Electrical Meters– 50 Gas Meters– 100 Water Meters.

34. Is it estimated that full funding exists for this solicitation? If so, is there an intended funding threshold and what is the minimum for this threshold?

Response: Yes, there is estimated full funding exists for this solicitation. No for the second part of question about the threshold.

35. Will budget forecasting be a part of the scope of work?

Response: No. However as stated other related services.

36. What is HCC's annual gas usage for accounts where HCC is utilizing transportation services (in MMBtus)?

Response: Approx. 60 MMBtu.

37. What is your current budget for energy procurement services, outside of the energy costs from the provider, Transmission/Distribution Utilities and taxes/regulatory fees?

Response: The current budget is set based on the anticipated annual spend derived from historical data.

38. When considering electricity agreements, do you consider your decision to lean more towards a fixed cost product or an index product?

Response: Fixed cost.

39. If looking into fixed-price products, what is the standard tolerance band or bandwidth preferred?

Response: (+/-) 10% of what is contracted.

40. Are you considering any green products or Texas Green-e REC(s) credits for the upcoming renewal?

Response: At this time we are not interested in green product directly or Renewable Electricity Certificate trading.

41. If yes, please include % of product and/or % per calendar year.

Response: N/A

42. Are you interested in any solar or wind-generated energy for your electricity renewal?

Response: We are not interested in obtaining this directly. However, we would like to know if the provider generates energy from renewable energy sources.

43. Are you interested in a certain term (mos.) for your upcoming electricity renewal?

Response: Longer terms usually yield a more stable position.

44. Do you wish to only review options for standard terms, i.e. 12, 24, 36 mos.?

Response: Yes. We are seeking long-term stability regarding energy cost.

45. What are the hours of operations for each location included in RFP NO. 18-19?

Response: This may vary per location. Standard college hours of operation is 7:00am – 10pm.

46. Any plans for expansion?

Response: There are no immediate plans for any expansion. The college will soon be wrapping up its 2013 Capital Improvements Program. To learn more about HCC's CIP Program follow this Link <http://www.hccs.edu/about-hcc/procurement/bond2013/>
The college focus now is to operate its building efficiently, while increasing student's enrollment.