



**REQUEST FOR PROPOSAL ADDENDUM
PURCHASING OFFICE
CITY OF AUSTIN, TEXAS**

**REQUEST FOR PROPOSAL: RMJ 0303 ADDENDUM NO. 2
DATE OF ADDENDUM: August 17, 2015**

This addendum is to incorporate the following:

Q1. Section 0400 (Term of Contract) states, "The Contract shall be in effect for an initial term of eighteen (18) months", however during the pre-bid call it was noted that contract would be for a term of twenty-four (24) months.

A1. The initial term of the contract is now twenty-four (24) months.

Q2. Can you please confirm what customer information will Austin Energy (AE) provide to the remote audit vendor in order to conduct the remote audits? The RFP states varying levels of information that could be provided?

A2. This is not varying levels of information, but rather three (3) specific references to three (3) completely different sections of the scope. I have addressed your questions in more detail below, but your question references a broad statement about the purpose of the RFP, not the actual data. The second part of the question references the data the successful vendor will provide back to AE, once their analysis is completed. Your last part of the question references to AE's responsibilities, basically says we will assign you a facility and give you the best data we have and can legally provide.

Q3. On page 1 of the Scope of work (SOW) 0500 section, the purpose section states, "To facilitate this process AE seeks to leverage daily and interval meter data collected through SE's Automated Meter Reading Infrastructure (AMI) and publically available information to deliver a value added service to building owner and operators."?

A3. Section 1.0 purpose gives the reason for the RFP in a general way and the sentence immediately following the statement referenced answers the question. "Data to be utilized include AE rebate program participation, building data retrieved from Travis and Williamson County Appraisal District property databases and other public records."

Q4. On page 3 of the SOW 0500 section, item D states, "A sample set of basic physical asset information for each location shall be provided for information purposes."

A4. This statement is in section 3.3 Assessment of Components. Per the first paragraph, it describes the data and analytical results that can be viewed on the successful vendor's web site or portal once the vendor's analysis of a facility has been completed.

Q5. On page 4 of the SOW 0500 section, Section 3.5 states, "A. AE will identify facilities to be remotely audited and coordinate any information needed or communications required (as available) by the Vendor to perform the audit. B. AE will provide the best available meter data (daily or 15-minute as available)".

A5. This section describes AE's responsibilities. We will assign you the facilities to be analyzed and we will give you the best information available. For electric bills it may be monthly, daily or 15-minute electric data, based on the best available, realizing our system are in the course of moving to new Meter Data Management System. In most cases the building information provided will not include any specific customer information other than address and energy use without the customer's consent. In some cases there will be more information, but in the majority of cases you will likely need to "mine" the data from public sources, but at no time will we violate any laws or policies regarding personal privacy. Firms in the business of remote energy analytics should be accustomed to "filling the gaps" with data mined from public sources.

Q6. In section 0500 3.4, Support and Maintenance states "webinar or on-site meeting to review the results of the remotes assessments". Will the webinar be presented to the customer or AE personnel?

A6. The initial ten (10) assignments will be for City/AE staff and most likely included in a single webinar or meeting. The balance of assignments could be a mix of AE program staff and key accounts staff with some presentations being presented to a customer. However, we do not anticipate the vendor being asked to frequently make multiple presentations on a single project.

Q7. Market Segmentation: Can you provide segmentation data on the C&I building population for AE territory including: total # of commercial buildings, general breakdown of building types, usage and meter read type?

A7. No. This information is not germane to the solicitation.

Q8. Data availability: Can you provide additional information regarding data availability including: How many commercial building currently have 12 months historical interval data available? Also, can you provide how many commercial buildings will only have monthly data and daily data?

A8. No. This will be on a case-by-case basis.

Q9. References: How many references are required?

A9. The preference is for five (5).

Q10. Solicitation Documents: Can you confirm which documents need to be completed and returned and which documents need be reviewed and accepted by Vendor?

A10. On page 2 of the RFP document at the top it states that you have to carefully read each section including those incorporated by reference. On the table that in page 2 is also states which document have to completed and return which are the offer sheet (page 3), sections 0605, 0700, 0705, 0815 and 0835. Also any requirements that are listed in section 0600 as well.

Q11. There were numerous sub-questions to 'Operational savings". Can you confirm the proposed solution should identify operational (kWh) savings?

A11. Yes.

Q11.1 If so is there a specific emphasis on operational savings compared to retrofit measures?

A11.1 The emphasis is on both KWh (most operational) and kW (mostly retrofits). From a utility perspective, we expect a measure to be predictable and persistent to qualify for rebate and while we are proponents of operational changes most of them do meet these expectations.

Q11.2 Does AE currently offer rebates for operational (kWh) sayings? If not, will rebates for operational savings (kWh) be available for this pilot?

A11.2 No. Not to our knowledge.

Q12. Demand vs. Energy saving: Can you clarify if there is a priority to drive KW or KWh savings for this program? Which of the two is the priority?

A12. They are both a priority.

Q13. Energy Tracking: Can you clarify the requirement regarding tracking and/ or monitoring of energy savings after project completions?

A13. With or without a project, monitoring will be based on a quarterly report that references the original report for continuity. This will provide a tracking mechanism.

Q14. In Section 0600 (Proposal Preparation Instructions and Evaluation Factors) states that interviews are worth up to 25 points. Are the 25 points additives to the 100 points noted in Section B.i. or will the interview be a stand-alone evaluation?

A14. If the finalist are presented the opportunity to present their proposal, the score is "additive" to the base proposal score.

Q15. Austin Energy staff roles: Can you further define the role of the AE program and account representative staff in this proof of concept pilot?

A15. For the duration of the contract, the Contract Manager will be your point of contact. Moving forward, the Key Accounts Rep will most likely propose facilities, but assignments will still be at the request of the Contract Manager.

Q16. Local Presence: Can you further explain how points are awarded for local business presence?

A16. Please look at section 0600 2.A.; it explains it in details how the points are awarded for local presence. Also on the chart that is listed in section 0600 3.B.i.6., gives you the percentages and points awarded based on the local presence.

All other terms and conditions remain the same.

BY THE SIGNATURES affixed below, this Addendum is hereby incorporated and made a part of the above-referenced Solicitation.

APPROVED BY:


Raymundo Moncada Jr., Senior Buyer Specialist Corporate
Purchasing Office, 512-322-6594

ACKNOWLEDGED BY:

SUPPLIER

AUTHORIZED SIGNATURE

DATE

RETURN ONE (1) COPY OF THIS ADDENDUM TO THE PURCHASING OFFICE, CITY OF AUSTIN, PRIOR TO PROPOSAL CLOSING OR WITH YOUR SEALED PROPOSAL. FAILURE TO DO SO MAY CONSTITUTE GROUNDS FOR REJECTION OF YOUR OFFER.