

**REQUEST FOR PROPOSAL #2019-076**  
**Energy Procurement and Consulting Services**  
**RESPONSE ADDENDUM #03**  
**DATE: August 9, 2019**

**Modify 1.3.1 Timeline of Key Events as follows:**

Section 1.2.2 Deadline for 1.2.2 Deadline for Proposal Submission August 23, 2019 11:59pm EST

**QUESTIONS**

1. As detailed in Section 1.3 of the RFP, what are the monthly/annual volumes for:
  - a. #2 Fuel Oil
  - b. #6 Fuel Oil
  - c. Natural Gas
  - d. Electricity
  - e. Propane
  - f. Kerosene
  - g. Diesel
  - h. Bulk Gasoline
  - i. Biomass
  - j. Renewables
  - k. Land Fill Gas

**ANSWER:** The University will post an additional addendum with volumes by 8/16/19 EOB

2. We are requesting a list of agreement end dates for all commodities listed in question #1.

**ANSWER:** See attachments

3. Are budgeting and benchmarking reporting done at the each of the seven (7) distinctive public universities or for The University of Maine System as a whole?

**ANSWER:** Budgeting is done at individual universities and reporting is done at System level and at campus level currently.

4. Do any of the seven (7) universities have on-site biomass or renewable resources?

**ANSWER:** Yes.

5. Has the University of Maine system contracted with any other firms to perform the type of services included in this RFP in the past ten (10) years? Please identify those firm(s).

**ANSWER:** Yes. Competitive Energy Services.

6. Are the contract(s) and/or Purchase Orders with those firm(s) available for review (with redactions if necessary)? If so, please provide, and if a Maine FOAA request is necessary to gain access to

those documents, please advise as to the format requirements or send a link with same.  
[ANSWER: The current contract documents are provided as an attachment.](#)

7. Historically over the last three (3) fiscal years, what has been the University's expenditure on the energy consulting services described in the RFP?

[ANSWER: Total 3 year spend with our current consultant is \\$604,020.](#)

8. Does the University have a proposed budgetary limit going forward (annually or by contract period) for the energy consulting services described in the RFP?

[ANSWER: The University is looking for a fiscally responsible/ best value solution.](#)

9. Is the University of Maine purchasing electricity at the wholesale level (i.e. has a load asset(s) with ISO-NE) or retail? Please also describe from which supplier(s) it receives natural gas and whether under conventional wholesale or retail terms?

[ANSWER: Please see the answer for question #6.](#)

10. Please provide a description of all energy requirements annually (in MWh, Btu, volumes or other metrics) for the fuels listed in RFP section 1.1.4 c. consumed by the University of Maine system (broken out by campus if available).

[ANSWER: Please see answer to question #1](#)

11. Can a recent sample report(s) be provided by the University as described in RFP section 1.1.4 I.? If so, please provide or send a link to the report(s).

[ANSWER: Appendix G - Evaluation Question\(s\) - General Management, Training, Support and Reporting asks for respondents to provide, describe and explain the types of delivered reports that are available. The University is interested in seeing proposed reporting for evaluation given our outlined Scope of Work and therefore will not be providing examples of current reports.](#)

12. Do we need to send our contract comments prior to submitting the final proposal submission or along with the final proposal?

[ANSWER: Yes](#)

13. What is the annual spend and consumption by fuel type at each campus?

[ANSWER: See answer to question #1.](#)

14. Does each campus maintain a separate energy supply agreement or are purchased quantities aggregated under a single supplier (where possible) by commodity?

[ANSWER: The University maintains both single campus/commodity agreements and aggregated agreements.](#)

15. Are you able to share when current electric, natural gas and fuel agreements expire?

ANSWER: See answer to question #2.

16. How much fuel storage is available at each facility?

ANSWER:

**UMFK**- 30,962 Gallons

**UMPI**- 68,415 Gallons

**USM**- Some residential sized tanks at houses, and 45,000 gallons at the Gorham and Portland campus CHP's.

**UM**- See attachment

At the time of posting, this was the list compiled. There may be additional storage however, largest areas are identified.

17. Which campuses have interruptible natural gas delivery rates?

ANSWER: Gorham campus at USM.

18. Which campuses have solar or onsite generation capabilities? What is the capacity of those generation assets?

ANSWER: UMaine has a 600 KW back-pressure steam turbine generator located in its Central Steam Plant in Orono. Across the System, there are many small, research and demonstration scale, solar PV arrays that are not material in quantity or capacity for this work. Additionally, there are dozens of electrical generators that serve for life safety and emergency response functions, which are not pertinent to the expected scope of services.

19. Who is responsible for making energy purchase decisions? Each campus or University Services/Strategic Sourcing?

ANSWER: Each campus has the final decision-making authority, Strategic Sourcing facilitates the solicitations according to University policy and State statutes.

20. Do any of the campuses hold pipeline capacity?

ANSWER: Respondents should assume that the University does not hold pipeline capacity.

21. What is the number of utility bills to be monitored?

ANSWER: Approximately 750 vendor bills processed monthly. We are monitoring only accounts of significantly valuable.

22. Will UMS be including water bills for utility and sustainability reporting? What is the quantity of water invoices?

ANSWER: Water is a commodity not included in the Energy Procurement RFP.

23. How far out does UMS budget for Utilities?

ANSWER: Usually one fiscal year forward

24. What is the UMS fiscal calendar?

ANSWER: The University's fiscal calendar is July 1<sup>st</sup> - June 30<sup>th</sup>.

25. Does UMS require customized market reporting and advisory meetings or is the interest in more regular energy market intelligence through publications/newsletters?

ANSWER: Yes

26. Does UMS make bulk purchases for the entire system or does each campus make its own energy purchasing decision? Does the same apply to fixing prices during a contract term? How far out does UMS fix prices?

ANSWER: See answer to question #14.

27. Does UMS expect onsite energy efficiency assessments to be a part of the awarded scope?

ANSWER: It is not an expectation or requirement but this is something that could be valuable to the University and we would consider this service in proposals.

28. Can UMS provide examples of recent carbon inventory reporting? Does each campus participated within the same report or are their 7 separate inventory reports?

ANSWER: The University will provide the information via additional addendum posting by 8/16/19 EOB. There are 7 separate inventory reports.

29. Is the University of Maine working with a consultant currently, if yes please advise who and what term has this consultant been providing service?

ANSWER: Yes the University's current contract term is five years, expiring December 31, 2019 and with Competitive Energy Services.

30. Will there be a single point of contact for the UMS or will the consulting need to engage independently with multiple stakeholders at each campus?

ANSWER: There will be one System contact and multiple stakeholders throughout the system at each campus.

31. Please provide an overview of the energy accounts and fuel sources used at each campus, including the number of accounts and the average load at each campus?

ANSWER: See answer to question #1.

32. SOW item (i) refers to providing GHG inventory services. Has the University already developed a GHG inventory for scope 1,2 and 3 with a baseline year? What is the baseline and what tools are being used to track this inventory currently?

ANSWER: Currently, each of the seven universities within the System are independently responsible for tracking and reporting their comprehensive GHG emissions. The universities may be interested in GHG inventory services as a value-added option from a prospective vendor, but this service offering is not a requirement of the Respondents.

33. SOW item (k) refers to Demand Response. Who is currently managing the University DR participation, what campus' are participating at what nomination loads?

ANSWER:

USM- Uses Cpower, 300 kwh

UM- Does not subscribe to a contractual demand response program. However, UMaine does respond (informally) during anticipated ISO-NE peak load occurrences by shedding electrical load in order to avoid the cost of Forward Capacity Market charges.

The other campuses do not have Demand Response.

34. Please provide an overview by campus of all current deregulated supply contracts currently in place, including contracted price and contract end date?

ANSWER: See answer to question #2.

35. As we prepare for submission, we wanted to confirm that this is the correct mailbox for those submissions: umsresponses@maine.edu

ANSWER: Correct. Please refer to cover page of RFP.

36. Would a Word version/document (.doc/.docx) be available of the official RFP? If so, it'd be greatly appreciated if that could be provided.

ANSWER: Yes. Please see additional attachment posted <http://www.maine.edu/strategic-procurement/upcoming-bids/>

37. I just printed off the specifics for the RFP that was issued for the Public Universities, and there is no usage information posted within the RFP. Is that a separate document that's available?

ANSWER: See answer to question #1.

