



Date: July 16, 2015

Subject: Addendum No. 1 to Questions and Responses for
Alameda Municipal Power Request for Proposal (RFP)
Nonresidential Energy Efficiency Services Specification
No. PS 07-15-01

Proposal Due Date: 3:00 p.m. Pacific Time, Wednesday, July 29, 2015

Please note the following changes, corrections, and clarifications that are hereby incorporated to the requirements of the RFP:

Question #1 Proposal Submittal Instructions: Referring to Page 6, Part C – Proposal Submittal Instructions, please confirm if the electronic submission should be via a CD sent with the hard copy proposals, and not email?

Response #1 One (1) electronic copy of the proposal should be submitted on a CD or DVD along with the two (2) complete double-sided copies on paper containing a minimum of 20% post-consumer in a sealed envelope or packaging. AMP will not accept electronic submission by email.

Question #2 Letter of Introduction: Referring to page 6 and 7, Part D.1 - Introduction, the RFP states that the Letter of Introduction shall include resumes and additional material such as brochures, photos, etc. We would like clarification regarding this request, and confirmation of our assumption that these items may be included as Attachments to the proposal, and not part of the Letter of Introduction.

Response #2 Additional material such as brochures and photos, promotional material, references, supplemental graphics, resumes, and other information requested can be submitted as separate Attachments to the Letter of Introduction as part of the entire proposal. AMP is interested in reviewing the resume of project team and principals of the firm.

Question #3 Project Personnel Referring to page 7, Part D.3 – Project Personnel, we would like to confirm whether or not AMP requires that full resumes are included here or, rather, that they may be included as Attachments to the proposal.

Response #3 See Response #2.

Question #4 Project Team: Referring to page 7, Part D.2 – Project Team, we would like to confirm whether or not there is a percentage requirement for participation by WBE, DBE and/or MBE firms.

Response #4 There is no percentage requirement. AMP is interested in knowing this information and requests this information from vendors upon implementation of a contract.

Question #5 Section I. Deliverables, page 12: Referring to page 12, Deliverables, please confirm that the following sentence only refers to deliverables once a contract is awarded and not the proposal submission in response to this RFP – “The consultant will develop a system to assemble, organize, store and utilize data in an electronic format. At the outset of the agreement, the consultant will submit a description of the software to be used in preparation of the reports and graphics.”

Response #5 This condition is only applicable once a contract is awarded to a vendor. AMP does not expect the use of any system to assemble, organize, or store data, or specialty software since design documents or databases will not be required under the contract. Historically, the use of e-mail and PDF files has been sufficient for the energy efficiency services listed in this proposal.

Question #6 Is AMP anticipating a single award or multiple awards for this RFP?

Response #6 AMP anticipates a single award for this RFP.

Question #7 In Section III.D.6.c, under ‘Additional Documents Required’, proposers are asked to describe experience performing energy audits of ships, but this qualification is not mentioned in the scope of services. Would you please provide additional details around how this practice area is aligned with the scope?

Response #7 The Maritime Administration (MARAD) is AMP’s largest customer with nine large cargo ships home ported in Alameda on a long term lease. Occasionally a ship may leave port briefly for shipyard repairs or a sea trial. Historically, a complete audit of a ship has been done; and analysis of a specific energy efficiency measure for a ship has also been done.

Question #8 In the bid the following statement, “The lead auditor must be a licensed Professional Engineering with at least three years of energy auditing experience” does AMP intend that every audit performed require a P.E. on-site at the time of the audit? Or at a minimum, reviewed and signed off on if a non-licensed engineer were to perform the audit on-site depending on the

scale and customer type?

Response #8 The preference is for an experienced PE to be on site, particularly on medium and large projects. AMP will consider an alternative for smaller projects such as a small office, retail space, or restaurant. However, for smaller projects AMP will require an experienced PE to review and sign off.

Question #9 Would any interval data be available throughout the duration of this project?

Response #9 For AMP larger customers on the A2 and A3 rate (monthly energy use > 8,000 kWh) AMP will provide interval data starting in the fall of 2015. For small commercial customers on the A1 rate only monthly data is available.

To assure that all Proposers have received this Addendum No. 1, proposers are required to acknowledge receipt of this information in the letter of your proposal referenced in Section III.D.1 of specification.

Roger Yang
Utility Procurement Administrator