



Request For Proposal

***ELECTRICITY SUPPLY &
ASSOCIATED SERVICES***

11/10/2016

INDEX

Statement of Purpose..... 3

Background..... 3

RFP Administration..... 3

Energy Overview 4

Assessment Process..... 5

Selection Process..... 6

Supplier Qualifications 6

Pricing Objectives..... 7

Added Value..... 7

Community Involvement 7

Customer Care..... 7

Billing..... 7

Request for Usage Data..... 8

Request for Proposal

Statement of Purpose

The City of Jacinto City Electricity Services RFP has been developed to enable JACINTO CITY to procure electricity and associated services from the deregulated Texas electricity market.

The City of Jacinto City seeks an energy supplier that is prepared to work with the City of Jacinto City in a close working relationship for the ongoing supply of electricity. The pricing options submitted by respondents to this RFP for these services must be competitively priced and offer ongoing value to the City of Jacinto City.

The City of Jacinto City is issuing this RFP for the electricity services to take advantage of market conditions for January 1, 2017 and beyond. The City reserves the right to reject any and/or all proposals, to accept any proposal deemed most advantageous to city of Jacinto City.

Background

The city of Jacinto City is a local government. Key objectives for this municipality are to minimize energy costs across all facilities by means of reduced commodity cost, energy conservation initiatives, and communicating with our Retail Electric Provider to identify potential savings outside the scope of a commodity contract.

Within Jacinto City there are multiple sites and facilities. These have all been included within the RFP. The sites include a Sewer Treatment Plant, Water Pumping Station, City Hall, Police and Fire Stations as well as other facilities and infrastructure of city of Jacinto City. The City of Jacinto City reserves the right to include or exclude any of these sites within the resulting contract for electricity.

The city of Jacinto City is seeking an energy supplier with expertise that will assist city of Jacinto City to achieve cost reduction and support our energy conservation management objectives.

RFP Administration

The response to this RFP for electricity supply and associated services should be delivered to the **City Secretary no later than 5:00 PM on 12/8/2016. The delivery address is 1301 Mercury Drive, Houston, Texas 77029.**

Any queries relating to this bid should be directed to lon.squyres@jacintocity-tx.gov by **12/1/2016.**

Request for Proposal

Energy Overview

This RFP covers a total of 11 sites that are included within the city’s current power contract. Factors that are likely to influence the future energy usage of city of Jacinto City includes:

- The replacement of the city’s police station.
- The addition to and remodel of the city’s fire station.
- The future renovations to the city’s sewer treatment plant.
- The replacement of the city swimming pool and addition of spray park.

Address	Esiid	Type & KWH *	Number of Units
City of Jacinto City	1008901000158420018100		
City of Jacinto City	1008901020900310970109		
City of Jacinto City	1008901023803059370100		
City of Jacinto City	1008901023805018810100		
City of Jacinto City	1008901023805430120100		
City of Jacinto City	1008901023807284770100		
City of Jacinto City	1008901023807285720100		
City of Jacinto City	1008901023808617410100		
City of Jacinto City	1008901023808690870100		
City of Jacinto City	1008901023808937290200		
City of Jacinto City	1008901023809843010100		
City of Jacinto City	1008901006900620890112		
City of Jacinto City	1008901023900609990212		
City of Jacinto City	1008901023810544270202		
City of Jacinto City	1008901023816774630105		
City of Jacinto City	1008901002100731570100		
City of Jacinto City	1008901023800712320200		
City of Jacinto City	1008901020900578170212		
City of Jacinto City	100890107665510EMA6200	Street Light 41/17	14
City of Jacinto City	100890107665510EMA6200	Street Light 38/17	139
City of Jacinto City	100890107665510EMA6200	Street Light 58/32	10
City of Jacinto City	100890107665510EMA6200	Street Lamp 150/64	1
City of Jacinto City	100890107665510EMA6200	Street Lamp 106/38	37
City of Jacinto City	100890107665510EMA6200	Street Lamp 160/160	31

*Note – Jacinto City has contracted with CenterPoint to replace the current street lights with LED Street Lights. The current and projected KWH are listed as current/projected in the chart above.

There are also five (5) additional 17 KWH street lights scheduled to be installed by 12/31/2016.

Request for Proposal

Assessment Process

The assessment of responses to this RFP will be completed by management personnel from City of Jacinto City.

The review of RFP responses will determine the Retail Electric Provider (REP) most capable of delivering the best overall value to City of Jacinto City, consistent with the requirements herein and as evidenced by the Respondent's past performance history in providing the type and scope of services required within this RFP.

Respondents will be assessed against the following criteria:

- Their level of experience in retailing electricity sales within the State of Texas. References, case studies, and other verifiable documentation of experience will be utilized where they are provided.
- Their capabilities relating to the management of their operations including corporate assets, customer base and extent of retail operations including the resources and technologies that enable them to bring value to their customer base.
- The pricing options submitted will be assessed in terms of matching City of Jacinto City pricing requirements, and will assess pricing over the total period of the proposed energy services contract.
- The ability to provide services that will assist City of Jacinto City in our energy conservation efforts.
- The ability to provide 4CP notifications to potentially assist in reducing demand-side charges on city invoices.
- Anything above and beyond the commodity contract that potentially impacts the ability of the City of Jacinto City to deliver critical services to its citizens and businesses.
- Their approach and demonstrable performance in the area of Customer Care. This includes timely and accurate invoicing.
- Jacinto City is currently participating in a Demand Response Program, and prefers the Retail Electric Provider or supplier to have the expertise and programs available.

Request for Proposal

Selection Process

Qualifications of proposals will be assessed against criteria listed in the previous section. The City Council will award a contract to provider that they evaluate as best suited to meet the objectives stated in the assessment process.

The awarding of the City of Jacinto City electricity supply contract will be made to the Respondent providing the best overall value consistent with City of Jacinto City requirements for the provision of the services identified within the RFP.

Negotiations on risk management strategy and pricing targets shall be conducted with the selected respondent (or respondents).

If the City of Jacinto City and the selected REP can not agree on terms for a contract, City of Jacinto City shall enter into negotiations with one of the remaining REP respondents.

Sealed proposals will be opened at the December 8, 2016 City Council meeting. The meeting starts at 6:00 PM and is located at 10301 Market Street, Houston, TX. 77029.

The City of Jacinto City anticipates awarding the contact no later than December 22, 2016.

Supplier Qualifications

The qualifications and operational capabilities of prospective energy suppliers are fundamental criteria which City of Jacinto City will assess in selecting a preferred REP. The City of Jacinto City is seeking an experienced energy supplier that is fully committed to the Texas energy market and to assisting customers to maximize the benefits from electricity deregulation. Provide details of claims that support your company's capabilities against the following criteria;

- Robustness & Experience – provide details on the size of your organization and experience working government or other taxing authorities.
- Service Management & Customer Care – provide details of any service management examples supplied to city of Jacinto City or similar type customers.
- Electricity Distribution - provide details which demonstrate your company's understanding and involvement with distribution and delivery systems.
- Energy Conservation - provide examples, including financial and non-financial benefits delivered to your customers.

Request for Proposal

Pricing Objectives

Prepare pricing options with a January 1, 2017 start date for a three (3) year, a five (5) year and a ten (10) year term fixed price. Please include a component sheet, listing all ancillaries that will be included and/or passed through in your commodity price. The pricing submitted should be at the HUB as the city will take a pass-thru charge on the Nodal Congestion component only. The City of Jacinto City is seeking a 25% Monthly Bandwidth (“swing”) allowance to accommodate for any weather abnormalities or infrastructure failure. We also request you include a 5% add/delete provision to accommodate any future growth or contraction that may take place over the life of the agreement.

The City of Jacinto City will consider other pricing options that offer value and allow ongoing flexibility. If an alternative option is presented, please describe the product in full detail.

REPS should specify whether the supplied pricing has (i) an acceptance period or (ii) is subject to confirmation.

Added Value

The City of Jacinto City has a strong commitment to ensuring all of the associated facilities utilize energy in an efficient and cost effective manner. Describe the energy management and energy conservation measures that your company can make available to City of Jacinto City. Demand Response programs, Rebates, and 4CP notifications are potential examples.

Community Involvement

The City of Jacinto City has a strong commitment to its residents and would like to insure that its vendors share the same dedication to the communities they serve. Describe your company’s community involvement initiatives and emphasize opportunities to partner with City of Jacinto City in community initiatives.

Customer Care

Ongoing support and service management is an important requirement of the energy services package covered by this RFP document. The service component from REP’s responses will play a significant part in differentiating potential energy suppliers. Provide details of the level of customer care that will be provided to City of Jacinto City. Please supply the name of the representative that will be assigned to service our account and the number of years he or she has worked for your company.

Billing

Accurate, timely, easily understood electricity billing, and payment plans are an essential requirement. Provide details of your billing systems and payment plans that will ensure accuracy of pricing between your company and city of Jacinto City. Please supply a sample invoice.

Request for Proposal

Request for Historical Usage Data

In order to request a letter of authorization for the request of historical usage data please email lon.squyres@jacintocity-tx.gov.