



**BID # CHA22-01**

**ADDENDUM NUMBER 01**  
**REQUEST FOR PROPOSALS FOR:**  
**Energy Consulting Service**  
**4/4/2022**

**TO: ALL CONTRACT BIDDERS OF RECORD**

This Addendum forms a part of the Contract Documents and modifies the Request for Proposals dated March 9, 2022, with amendments and additions noted below. This Addendum consists of a total of two (2) pages.

**BIDDER'S QUESTIONS**

**QUESTION #1:** Would it be possible for you to share your current energy consulting agreement with us?

**ANSWER #1:** N/A - CCSNH's current contract terms are different than this bid

**QUESTION #2:** How are you being billed for your current services? Volumetric? Fee based? Hourly? Monthly?

**ANSWER #2:** N/A - CCSNH's current contract terms are different than this bid

**QUESTION #3:** On page 8 of the RFP when you say "Help CCSNH negotiate and develop a contract with the successful bidders of the RFPs," are you requesting that we create a contract separate than what the supplier will be providing? For instance, we can assist reviewing the supplier contract but will not create a contract for the winning supplier. Any clarification in this area would be appreciated.

**ANSWER #3:** The energy supplier's contract can be used but CCSNH would rely upon consultant for negotiation of agreement terms (contract length) etc.

**QUESTION #4:** Would you be able to provide what CCSNH's standard contract for services looks like as well as the previous energy broker/supplier agreement?

**ANSWER #4:** Yes, please see Exhibit B – Sample Contract, also posted on our website

**QUESTION #5:** What is CCSNH's total annual spend and volume by Natural Gas and Electricity?

**ANSWER #5:** Please see Exhibit A for this information

**QUESTION #6:** Does CCSNH need monthly Natural Gas and Electricity reports by each individual account listed or by college?

**ANSWER #6:** No

**QUESTION #7:** Will the contract awardee have an opportunity to edit the final contract terms prior to the 10-day calendar execution timeline?

**ANSWER #7:** Subject to CCSNH approving such edits

**QUESTION #8:** Would this service for CCSNH qualify as a covered government contract?

**ANSWER #8:** No

**QUESTION #9:** Is the System able to share the name of its current, or most recent, incumbent consulting services provider? Also, has this provider served the system for more than the last 5 years in succession?

**ANSWER #9:** CCSNH's current consulting provider is Freedom Energy Logistics. FEL has contracted with the system for the past three years.



**QUESTION #10:** Are all seven (7) Colleges included in the current energy agreements, and are all Colleges on the same service period schedule?

**ANSWER #10:** Yes

**QUESTION #11:** Is the platform/software used to present the data contained in Appendix A a platform/software that is owned and utilized by the System (as opposed to a software that has been provided by an outside party)?

**ANSWER #11:** CCSNH utilizes SunSpot, developed and maintained by State of NH DAS

**QUESTION #12:** Would the System prefer a cost proposal that is presented on an annual basis? Or does the System prefer a single, lump sum amount that would cover all services to be provided during the 3-year period?

**ANSWER #12:** Please refer to the RFP’s page 9, “Requested Information”, section B – Cost Proposal

**QUESTION #13:** Has the System ever paid for this consulting service on a rate-per-unit-of-energy basis (\$/kWh)? Is the System interested in considering and/or evaluating this type of approach as an option?

**ANSWER #13:** Yes, but the CCSNH is not considering this type of approach as an option.

**QUESTION #14:** Can the System provide any more transparency related to its evaluation criteria, process and methodology for scoring proposals?

**ANSWER #14:**

- a. 10% - Have adequate financial resources for performance or have the ability to obtain such resources as required during performance;
- b. 20% - Have the necessary experience, organization, technical and professional qualifications, skills and facilities;
- c. 5% - Be able to comply with the proposed or required time of completion or performance schedule; and
- d. 10% - Have a demonstrated satisfactory record of performance;
- e. 5% - Adhere to the specifications of this proposal and provide all documentation required of this proposal
- f. 50% - Overall Cost of Services

**Acknowledge receipt of this Addendum with the Proposal Form.  
Failure to do so may disqualify the Bidder.**

NOTE: IN THE EVENT THAT YOUR BID HAS BEEN SENT TO THIS OFFICE PRIOR TO RECEIVING THIS ADDENDUM, RETURN THE ADDENDUM WITHIN THE SPECIFIED TIME WITH ANY CHANGES YOU MAY WISH TO MAKE AND MARK ON THE REMITTANCE ENVELOPE BID INVITATION NUMBER AND OPENING DATE. RETURNED ADDENDA WILL SUPERSEDE PREVIOUSLY SUBMITTED BID.

Bidder \_\_\_\_\_

By \_\_\_\_\_ Date \_\_\_\_\_

(This Document Must Be Signed)

Name \_\_\_\_\_

(Please Print or Type Name)