



**State of Rhode Island  
Department of Administration / Division of Purchases  
One Capitol Hill, Providence, Rhode Island 02908-5855  
Tel: (401) 574-8100 Fax: (401) 574-8387**

**Solicitation Information  
February 24<sup>th</sup>, 2020**

**ADDENDUM # 1**

**RFQ# 7601785**

**TITLE: Municipal Energy Management Services Provider**

**Submission Deadline is:**

**Friday March 6<sup>th</sup>, 2020 at 11:00 am (EST)**

**Note to vendors:**

**Attached includes:**

- **Questions received with answers. No more questions will be answered.**

**Max Righter  
Senior Buyer**

*Interested parties should monitor this website, on a regular basis, for any additional information that may be posted*



## STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

Department of Administration  
Division of Purchases  
One Capitol Hill, 2<sup>nd</sup> Floor  
Providence, RI 02908

TEL: (401) 574-8100  
FAX: (401) 574-8387  
TDD: (401) 574-8228  
Website: [www.ridop.ri.gov](http://www.ridop.ri.gov)

### Questions Received

Solicitation #7601785

### Municipal Energy Management Services Provider

1. According to the RFP, The services will be provided to up to five (5) Partner Communities comprising 3 Municipalities and 3 School Districts, with one municipality and its school district being treated as one entity.

Question: Can you tell us who the specific participants are, or disclose any information about the size of the organizations in questions and their geographical locations? Even population of each would help with identifying needed resources if you cannot disclose the names of the participants.

Answer: The Partner Communities in this effort are were outlined in a press release available here: <https://www.ri.gov/press/view/36366>.

2. If successful in being selected for this EMSP position will the firm be allowed to or expected to implement the Energy Conservation Measures defined in the evaluation process? Section 3. vi. "Help verify, implement..

Answer: The expectation for this position, as outlined in Section 3: Scope of Work, is to "provide comprehensive energy management services and support" and to "work collaboratively with each entity". This will encompass assisting with implementation of identified measures, likely in concert with existing town staff (e.g. DPW, Facilities, School Dept., etc.), as appropriate and project management and oversight will be key components in ensuring successful measure implementation. The RFP is looking for bids on energy management and does indicate/guarantee that the selected bidder will receive additional contracts outside of the energy management scope described. The bidder may describe their approach to selecting energy project implementers in their response.

3. What role in the implementation will the provider have?

Answer: The provider is expected to provide comprehensive support to each community based on their energy needs and to work collaboratively with each entity. Implementation support will likely be collaborative with existing town staff (e.g. DPW, Facilities, School Dept., etc.) and project management is likely to be a key element in ensuring successful measure implementation. The RFP is looking for bids on energy management and does indicate/guarantee that the selected bidder will receive additional contracts outside of the energy management scope described. The bidder may describe their approach to selecting energy project implementers in their response.

4. Is this a traditional ESCO position similar to MPA-436?

Answer: This is not a traditional ESCO position and is not governed by, or associated with, MPA-436. It is its own, individual solicitation for energy management services based on the outlined scope of work. The RFP is looking for bids on energy management and does indicate/guarantee that the selected bidder will receive additional contracts outside of the energy management scope described. The bidder may describe their approach to selecting energy project implementers in their response.

5. Can you confirm that there is not a previous vendor for this work?

Answer: Correct, there is no existing vendor as this is a new initiative.

6. Is the Shared Energy Manager responsible for implementing identified energy efficiency measures?



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Answer: The expectation for this position, as outlined in Section 3: Scope of Work, is to “provide comprehensive energy management services and support” and to “work collaboratively with each entity”. This will encompass assisting with implementation of identified measures, likely in concert with existing town staff (e.g. DPW, Facilities, School Dept., etc.), as appropriate and project management and oversight will be key components in ensuring successful measure implementation. The RFP is looking for bids on energy management and does indicate/guarantee that the selected bidder will receive additional contracts outside of the energy management scope described. The bidder may describe their approach to selecting energy project implementers in their response.

7. 3. Is the Shared Energy Manager expected to act as an Owner's agent for the implementation of energy efficiency projects identified through the duration of the contract(s)?

Answer: The Shared Energy Manager is not expected to act as an Owner's agent unless directed and authorized to do so by a town/district specifically. The expectation for this role, as highlighted in Section 3, General Scope of Work, is to “provide comprehensive energy management services and support” and to “work collaboratively with the community, and develop strategies in service of their specific energy management goals”, which may or may not mean operating as an Owner's agent. The bidder may describe how they may or may not act as an Owner's agent in their response.

8. 4. If the effort required to complete the proposed work exceeds the 1,750 annual hours proposed, does the RI OER plan to allocate additional funds to the vendor to complete remaining scope items (i.e. implementing energy conservation projects that were identified through the project)?

Answer: Cost proposals will be evaluated based on 1,750 hours of work per year and it is the responsibility of the provider to deliver services efficiently within that scope.