

CITY OF GAINESVILLE d/b/a GAINESVILLE REGIONAL UTILITIES

ADDENDUM NO. 1

**INDEPENDENT CONSULTATION ON OPTIONS FOR MEETING THE
ELECTRICAL SUPPLY NEEDS OF THE GAINESVILLE COMMUNITY**

RFP NO. 2005-147

DATE: August 12, 2005

NOTE: This addendum has been issued and made available to the public for clarification of the RFP. The original scope and specifications remain in full force and effect except as revised by the following changes which shall take precedence over anything to the contrary.

1. Expansion of the evaluation and selection process:

The City may decide it is in its best interests to utilize a multi-step evaluation process to select the consultant(s) to perform the tasks outlined in the RFP. The multi-step process may include, but not be limited to, oral presentations and/or selection of the best evaluated proposal(s).

2. Affirmation of complying with Consultant Qualifications:

On page 3 of 15 of Attachment A of the RFP, there are five qualifications listed for consultants. The proposer should include a statement in its RFP submittal affirming compliance with paragraphs 2, 4 and 5 of the Qualifications for Consultants.

ACKNOWLEDGEMENT:

Each Proposer shall acknowledge receipt of this Addendum No. 1 by signing the certification below, and shall attach a copy of this Addendum to their proposal.

CERTIFICATION BY PROPOSER

The undersigned acknowledges receipt of this Addendum No. 1 and the Proposal submitted is in accordance with the information, instructions and stipulations set forth herein.

Proposer: _____

By: _____



DATE: September 12, 2005

TO: Honorable Mayor and
Members of the City Commission

FROM: Michael L. Kurtz, General Manager

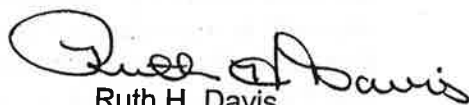
SUBJECT: Request for Proposals for Independent Consultation on Options for Meeting the
Electrical Supply Needs of the Gainesville Community

In accordance with the selection process approved by the City Commission, GRU Purchasing conducted a public bid opening for the subject Request for Proposal (RFP) on September 7, 2005. Staff opened and recorded the names of the fourteen (14) firms submitting proposals. In accordance with the approved process, Purchasing staff reviewed the proposals to determine each proposal's responsiveness to the minimum submittal requirements of the RFP. Staff is transmitting the fourteen proposals received with this communication and is providing the following listed documents to the City Commission for their use in evaluating the proposals:

- Listing of Responsive and Non-Responsive Proposals,
- Evaluation Form with Evaluation Criteria and Assigned Weights, and
- Description of Evaluation Criteria.

A special meeting of the City Commission has been scheduled for September 29, 2005 to allow the Commission to submit the completed evaluations.

Prepared by:


Ruth H. Davis
Purchasing Manager

Submitted by:


Michael L. Kurtz
General Manager

RESPONSIVE PROPOSALS

Christensen Associates Energy Consulting LLC

Convecton Consulting

Frontier Associates

GDS Associates

Global Energy Decisions

ICF Consulting

Navigant Consulting, Inc.

Schumaker & Company, Inc.

Stone & Webster Management Consultants, Inc.

Synapse Energy Economics, Inc.

NON-RESPONSIVE PROPOSALS

Burns & McDonnell

does not meet requirements under paragraph five of Qualifications for Consultants - currently under contract with GRU

Green Liquids & Gas Technologies

does not meet minimum requirements under paragraphs two (previous projects), four (methodology) and five (project schedule) of the Submittal Requirements

C. H. Guernsey & Company

does not meet requirement to submit cost estimate in accordance with paragraph three of Submittal Requirements –hourly rate sheet provided, but no cost estimate given

KEMA Consulting

does not meet requirements of paragraph two of Submittal Requirements – projects not identified by customer name and no contact information provided. Sub-contractor did provide customer names but no contact information

REQUEST FOR PROPOSALS
FOR INDEPENDENT CONSULTATION
ON OPTIONS FOR
MEETING THE FUTURE ELECTRICAL SUPPLY NEEDS
OF THE GAINESVILLE COMMUNITY

DESCRIPTION OF EVALUATION CRITERIA

- **Professional Qualifications.** Professional qualifications relevant to the analysis of issues regarding power production, utility planning, utility regulation, future pricing of energy producing technologies and fuels, changes in pollution control regulations, practices for reducing demand through conservation and efficiency, pollution control and health concerns.
Demonstrated by:
Relevant training and educational background, including degrees, professional registrations or certifications, publication of papers, and work experience in areas that would provide a background for successfully performing the tasks outlined in the RFP are highly desirable.
- **Previous Experience.** Experience, ability and skill with similar projects for both individual and/or the firm/consortium in general. Look to previous projects similar to the scope of services outlined in the RFP. May use references to evaluate performance.
Demonstrated by:
Participation in projects that were successfully deployed or constructed, or participation in studies of designs or of performance of facilities or programs relevant to addressing Gainesville's future energy needs, and for which the Consultant assumed substantial professional responsibility, is highly desirable.
- **Cost.** All proposers' cost estimate should include all related fees and expenses required to provide the specified services.
- **Methodology.** A proposed methodology for conducting the independent consultation.
Demonstrated by:
Evaluation of overall approach, including proposed methodologies, processes, techniques, standards and creativity required for identification of options and analysis and fact-finding requested. The proposal should clearly state and understand the work to be performed. A multidisciplinary systems approach is highly desirable.
- **Availability.** A statement of the time available for performing the consultation within the time allotted by the project schedule.
Demonstrated by:
Timeline and resources being proposed to meet the City requirements. Availability of substantial resources during the projected schedule is highly desirable.



INTER-OFFICE COMMUNICATION
Administrative Services Department

DATE: September 19, 2005

TO: Honorable Mayor and
Members of the City Commission

FROM: Jill A. Womble, Managing Utility Analyst

SUBJECT: Request for Proposals for Independent Consultation on Options for Meeting the
Electrical Supply Needs of the Gainesville Community: Reference Questions

In accordance with the approved process from the special City Commission meeting of August 9, 2005, I contacted the individuals submitted by the proposers to serve as references and documented their comments. As your staff liaison for this process, I am transmitting the results of this process to the City Commission for your use in evaluating the proposals.

A special meeting of the City Commission is being scheduled to allow the Commission to submit the completed evaluations.

Submitted by:

A handwritten signature in black ink, appearing to read "Jill A. Womble".

Jill A. Womble
Managing Utility Analyst

cc: Michael L. Kurtz, General Manager

REFERENCES FOR RESPONSIVE PROPOSERS

Christensen Associates Energy Consulting LLC

Convactor Consulting

Frontier Associates

GDS Associates

Global Energy Decisions

ICF Consulting

Navigant Consulting, Inc.*

Schumaker & Company, Inc.*

Stone & Webster Management Consultants, Inc.

Synapse Energy Economics, Inc.

* These proposers provided extensive projects lists and references. In compliance with standard purchasing practices, the more current references were contacted.

INDEPENDENT CONSULTATION ON OPTIONS FOR MEETING THE FUTURE ELECTRICAL
SUPPLY NEEDS OF THE GAINESVILLE COMMUNITY
EVALUATION CRITERIA: PREVIOUS EXPERIENCE _____

REFERENCE QUESTIONS TO EVALUATE PERFORMANCE

Date: _____ Name & Title: _____ Company: _____

1. What scope of services did the Consultant perform for your organization?
2. Did the consultant complete the project on-time and on-budget? If not, why?
3. How did the Consultant respond to problems or issues?
4. How would you rate the quality of the Consultant's work product?
(Scale 1-10)
5. What, if any, parts of the consulting contract would you change?
6. Is there any other information you would like to share regarding your experience with the Consultant?
7. Would you recommend using the Consultant again?

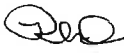


INTER-OFFICE COMMUNICATION

Purchasing Division

DATE: September 28, 2005

TO: Honorable Mayor and Members of the City Commission

FROM: Ruth Davis, Purchasing Manager 

SUBJECT: Request for Proposals for Independent Consultation on Options for Meeting the Electrical Supply Needs of the Gainesville Community

On Monday, September 26 during a quality control review of the proposals determined to be non-responsive, I discovered that the C. H. Guernsey & Company's proposal does meet the minimum requirements of the Request For Proposal (RFP). The cost estimate appears in the cover letter as well as in the Project Commitment section of the proposal.

Attached please find a revised Evaluation of Request for Proposals for Independent Consultation on Options for Meeting the Electrical Supply Needs of the Gainesville Community which now includes C. H. Guernsey & Company. The evaluation form is being provided for your use in scoring the proposals. Also attached are the results of the process of checking references submitted by C. H. Guernsey & Company performed by the Staff Liaison.

cc: Michael L. Kurtz, General Manager
Charter Officers (without attachments)

EVALUATION OF REQUEST FOR PROPOSALS 2005-147

FOR INDEPENDENT CONSULTANT ON OPTIONS FOR MEETING

THE FUTURE ELECTRICAL SUPPLY NEEDS OF GAINESVILLE COMMUNITY

Proposer	Professional Qualifications 25 pts.	Previous Experience 25 pts.	Criteria			Total Score
			Cost 10 pts.	Methodology 30 pts.	Availability 10 pts.	
Christensen Associates Energy Consulting						
Convactor Consulting						
Frontier Associates						
GDS Associates						
Global Energy Decisions						
C. H. Guernsey & Company						
ICF Consulting						
Navigant Consulting, Inc.						
Schumaker & Company, Inc.						
Stone & Webster Management Consultants, Inc.						
Synapse Energy Economics, Inc.						

Evaluator: _____ Date: _____

Henley, Janice J

From: Davis, Ruth H
Sent: Friday, September 30, 2005 10:55 AM
To: Godshalk, Brent L.; Radson, Marion J.; Williams, Jimmie; Lannon, Kurt M.; Blackburn, Russ D.; Kurtz, Mike L
Subject: FW: Request for Proposals for Independent Consultant on Options for Meeting the Future Electrical Supply Needs of the Gainesville Community

-----Original Message-----

From: Davis, Ruth H
Sent: Friday, September 30, 2005 10:30 AM
To: citycomm
Cc: DG_Charter_Officers
Subject: Request for Proposals for Independent Consultant on Options for Meeting the Future Electrical Supply Needs of the Gainesville Community

For your convenience, staff has assembled the attached listing of the proposals received in response to the subject Request for Proposals and the cost estimate for each.



Proposals-Cost
Listing.xls (21...

Ruth Davis, Purchasing Manager
Gainesville Regional Utilities
Phone: (352) 393-1252
Fax: (352) 334-2989

**Request for Proposals for Independent Consultant on Options
for Meeting the Future Electrical Needs
of the Gainesville Community
(RFP 2005-147)**

Proposer	Cost
Burns & McDonnell	\$98,600
Christensen Associates Energy Consulting LLC	\$230,000
Convactor Consulting	\$125,000
Frontier Associates	\$213,900
GDS Associates	\$219,468
Global Energy Decisions	\$96,750
Green Liquids & Gas Technologies	\$70,000
C.H. Guernsey & Company	\$182,000
ICF Consulting	\$345,000 + travel
KEMA Consulting	\$462,000 + \$30,000 travel
Navigant Consulting, Inc.	\$160,000 + travel(est. \$15-20K)
Schumaker & Company, Inc.	\$107,834
Stone & Webster Management Consultants, Inc.	\$122,490(no options) + travel (est. \$25k) or \$167,690(with options) + travel (est. \$25K)
Synapse Energy Economics, Inc.	\$250,000

Womble, Jill A

From: Davis, Ruth H
Sent: Friday, September 30, 2005 5:43 PM
To: Donovan, John F. - Commissioner
Cc: citycomm; Kurtz, Mike L
Subject: RE: Future Energy Needs consultation proposals

Commissioner Donovan,

Mr. Kurtz asked that I respond to your questions as he is not in the office. Please see the responses under each question.

Thank you,

Ruth Davis, Purchasing Manager
Gainesville Regional Utilities
Phone: (352) 393-1252
Fax: (352) 334-2989

-----Original Message-----

From: Donovan, John F. - Commissioner
Sent: Friday, September 30, 2005 3:53 PM
To: Kurtz, Mike L
Cc: citycomm
Subject: Future Energy Needs consultation proposals

TO: Mike Kurtz
General Manager
Gainesville Regional Utilities

Hi Mike,

I wonder if you can help me with several questions regarding the responses to our RFP on future energy needs. Here are my questions:

1. C.H. Guernsey is assessed as non-responsive for failure to submit a cost estimate that includes all related fees and expenses. In the company's cover letter, it writes "We propose to complete this project for a fee of \$182,000, including expenses." In section "VI. Project Commitment", the proposal states, "Our proposed cost for this Study, including all travel costs and incidentals, is \$182,000."

This is certainly not the most comprehensively detailed cost estimate I've ever seen. But does it not, at the minimal level, meet our criterion for a cost estimate that includes all related fees and expenses?

Yes, you are correct and on Monday, September 26 during a review by staff of the proposals determined to be non-responsive it was determined that C.H. Guernsey does meet the minimum requirements of the RFP. The cost estimate does appear in the cover letter and project commitment section of the proposal. Please see the memo dated September 28, 2005 from Ruth Davis, Purchasing Manager, subject RFP for Independent Consultation on Options for Meeting the Electrical Supply Needs of the Gainesville Community.

2. Regarding the submission by Stone and Webster, is it the case that Stone and Webster provided services to GRU back a few years (maybe in 1992)? If so, would providing those services disqualify this proposal under paragraph 5 of Qualifications for Consultants, that the consultant "Must not have provided services... as part of the development of the proposed long term electrical supply plan"?

10/3/2005

Stone and Webster did not provide services or receive payment as part of the proposed long term electrical supply plan and this firm is not currently under contract with the City of Gainesville.

3. I noticed that Burns and McDonnell did not record in their list of clients that we are one of their clients (which makes them ineligible for this project). Is this a common and minor oversight? Did B&M return Addendum No. 1 certifying compliance with the Consultant Qualification requirements?

Please see memo dated September 12, 2005 from Mike Kurtz to the City Commission, subject the RFP that includes a listing showing Burns and McDonnell as non-responsive because they are currently under contract with the City of Gainesville.

4. Regarding the reference check for Synapse Energy, I have heard that Nancy Kelly of the Utah Committee of Consumer Services tried a couple of ways to be in touch with us in response to our request for a reference. I also heard that she was told by phone message that a note would be included on our reference report sheet that she was pleased with the consultant's services, which seems not to have happened. Can you sort that out?

Staff attempted to contact Ms. Kelly on more than one occasion. Ms. Kelly responded after the references had been transmitted to the City Commission. Staff called Ms. Kelly and informed her that the process had been completed and the references submitted to the City Commission.

Thanks for all your team's work.

Jack Donovan
Gainesville City Commission

10/3/2005