

TOWN OF BETHEL



**TOWN OF BETHEL
1 SCHOOL STREET
BETHEL CONNECTICUT
06801**

REQUEST FOR PROPOSALS

Demand Response Services Provider

Submission Deadline: 4:00 PM EST, MARCH 29, 2018

Submission Contact and Address:

Lauren Cunningham
Purchasing Agent
Town of Bethel, Connecticut
1 School Street
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Purpose:

The Town of Bethel is seeking responses from qualified firms to enroll and manage the participation of Distributed Generation Resources and Real-Time Assets in the New England Independent System Operator (ISO-NE) Demand Response Programs.

Under any contract resulting from this RFP, the contractor (also referred to as “Enrolling Participant” (EP)) must provide all equipment, devices, data collection, testing and services necessary to enroll eligible Bethel Assets and Resources in the ISO-NE Demand Response Programs. Furthermore, beginning with the enrollment of an Asset or Resource in a Demand Response Program, the Enrolling Participant will manage all aspects of participation in said program, including but not limited to all obligation management, notification of appropriate Bethel employees of ISO-NE event dispatches, and ISO-NE payments to the Town of Bethel.

This RFP is available online under **Announcements** at the Town of Bethel's web site: www.bethel-ct.gov.

The Town of Bethel reserves the right to accept or reject, without prejudice, any or all proposals or to waive any irregularities therein, or to accept the proposal deemed to be in the best interest of the Town of Bethel.

Questions regarding this RFP should be directed to Lauren Cunningham, Bethel Purchasing Agent. In order to receive consideration, all questions must be submitted by 4:00 PM EST on March 16, 2018. A response to all salient questions will be provided via addendum that will be posted on the Town's web site under **Announcements** prior to the close of business on March 21, 2018.

Enrolling Participant Qualifications

The successful Proposer will be selected based upon relevant expertise and a thorough knowledge of the professional services, functions, activities and related responsibilities to successfully perform as an Enrolling Participant in the ISO-NE Demand Response Program.

Demand Response Pricing

Enrolling Participant will pay Bethel quarterly a percentage of all ISO-NE payments due each enrolled Resource and Asset. In their responses, Proposers must provide the percentage share of ISO-NE payments Bethel will receive.

Insurance

The successful Proposer shall provide the Town of Bethel with the following insurance:

1. Commercial General Liability Insurance.

The successful Proposer shall provide Commercial General Liability insurance with a combined single limit of \$1,000,000 per occurrence and \$2,000,000 aggregate for bodily injury and property damage.

2. Commercial Automobile Liability Insurance.

If applicable, the successful Proposer shall provide Commercial Automobile Liability insurance with a combined single limit of \$1,000,000 per occurrence, \$1,000,000 aggregate, and shall include coverage for all owned, hired, and non-owned vehicles.

3. Worker's Compensation Insurance.

If applicable, the successful Proposer shall provide Worker's Compensation Insurance per statute in the required amount as applies to the State of Connecticut and Employers including but not limited to bodily injury, including personal injury, sickness or disease and/or death.

4. Umbrella Liability Insurance.

The successful Proposer shall provide Commercial Umbrella Liability insurance with a combined single limit of \$2,000,000 per occurrence, \$2,000,000 aggregate for bodily injury and property damage covering the insurances as noted in sub-sections 1, 2 & 3.

5. Errors/Omissions-Professional Liability Insurance.

If applicable, the successful Proposer shall provide Professional Liability insurance with a combined single limit of \$2,000,000 per occurrence, \$2,000,000 aggregate.

6. Subrogation and Additional Insured.

.1 Each policy of insurance provided by the successful Proposer, with the exception of Professional Liability and Worker's Compensation Policies, shall include a waiver of subrogation in favor of the Town of Bethel and shall provide no less than thirty (30) days notice to the Town of Bethel in event of a cancellation or change in conditions or amounts of coverage.

.2 The Commercial General Liability, Automobile and Umbrella Liability insurance shall name the Town of Bethel as an additional insured and be primary and non-contributory to the insurance coverage of the Town of Bethel.

.3 Certificates of Insurance, acceptable to the Town of Bethel shall be delivered to the Town of Bethel prior to the commencement of the work and kept in force throughout the term hereof.

.4 The above insurance requirements shall also apply to the successful Proposer's sub-consultants and/or subcontractors and the successful Proposer shall not allow any sub-consultants and/or subcontractors to commence work until the sub-consultants and/or subcontractors' insurance has been so obtained and approved.

.5 The above insurance requirements and certificates are subject to final approval by the Town's Insurance agent as to form and substance and could require changes in the types of coverage and limits.

Submittal Requirements

Proposals shall include the following and shall be organized using each of the elements listed below as specific sections:

- Provide a brief description of the firm including firm size and scope of services provided.
- Provide evidence of being qualified by ISO-NE to serve as an Enrolling Participant.
- Provide evidence of having Capacity Obligations with ISO-NE for On-Peak Hours Distributed Generation Resources and Real-Time Demand Response Assets.
- Provide three (3) references, including current contact name and phone number for which the Enrolling Participant has enrolled Distributed Generation Resources in the ISO-NE On-Peak Hours program.
- Provide three (3) references, including current contact name and phone number for which the Enrolling Participant has enrolled curtailment Assets in the ISO-NE Real-Time Demand Response program.
- Please list any claims, disputes, or arbitration proceedings that have occurred on any projects of like size /cost your firm has been involved with in the last five (5) years. Indicate who they were with and give a status of each even if they are still pending.
- Please list any projects of like size /cost in the last five (5) years in CT for which your firm was removed or chose to leave during the project.

- Information concerning any suits filed, judgments entered or claims made against your firm during the last five (5) years with respect to services provided by your firm, or any declaration of default or termination for cause against your firm with respect to such services. In addition, state whether during the past five (5) years your firm or your proposed consultant(s) has been suspended from bidding or entering into any government contract.
- Pricing: Complete Pricing Schedule A hereof.

The materials submitted by the Proposers will be reviewed and ranked by Town Staff. Evaluation will be based upon qualifications and the share of the ISO-NE capacity payments that the Town of Bethel will receive.

Pricing Schedule A

ISO-NE Capacity Prices					Bethel's Payment Share	
FCA	Commitment Year			\$/kW-mth	%	\$/kW-mth
9	6/1/2018	to	5/31/2019	\$9.550		
10	6/1/2019	to	5/31/2020	\$7.030		
11	6/1/2020	to	5/31/2021	\$5.297		
12	6/1/2021	to	5/31/2022	\$4.631		