

NOTICE OF RFP AND PRE-SUBMITTAL CONFERENCE

THE CITY OF SEATTLE SEATTLE CITY LIGHT DEPARTMENT

Request for Proposal #SCL-24860 for Energy Efficiency as a Service (EEaS) Measurement and Verification (M&V) Project

The City of Seattle, Seattle City Light Department (“SCL”), seeks to engage a Consultant to fulfill the M&V Consultant role in Request for Proposal (RFP) for the Energy Efficiency as a Service (EEaS) Measurement and Verification (M&V) Project. Seattle City Light is implementing the EEaS pilot program in accordance with City [Ordinance 125556 at the following Link: http://seattle.legistar.com/LegislationDetail.aspx?ID=3466693&GUID=9DA0E282-0EC3-45A3-AF5B-59D7DFB7BAAC](http://seattle.legistar.com/LegislationDetail.aspx?ID=3466693&GUID=9DA0E282-0EC3-45A3-AF5B-59D7DFB7BAAC), which authorizes City Light to execute agreements with up to 30 buildings for up to 20 years, for the purchase and/or sale of energy efficiency. The objectives of the M&V Consultant role are discussed in the Scope of Work.

This contract will be for a multi-year project anticipated to begin in 2020 and continue through 2025, with an option to extend to 2030. The initial contract value will not exceed \$500,000 over the first (5) years. Work will be incrementally funded over the duration of the project. Initial funding for year 2020 will not exceed \$100,000. Additional funding will be released in 2021 and 2022. If the decision is made to extend the contract beyond 2025 additional funding will be determined at that time. Seattle City Light will work with the selected vendor to negotiate the desired payment structure, e.g. Time & Material / Fixed Cost. Implementation of the work is anticipated to be as follows: 2020; preparation and submittal of the EEaS M&V Plan; 2020 - setting up of EEaS M&V process, analyses, etc., 2020-2025 - implementation of the M&V Plan; development and maintenance of models, savings calculations, monitoring of NREs, reporting to Seattle City Light, etc. More detail provided in the Section 5. Scope of Work.

OBTAINING RFP DOCUMENTS: Documents will be available online May 21, 2020 at <http://www.ebidexchange.com/seattle>. Consultants must complete a free registration prior to viewing, printing and saving to their own equipment at no cost or ordering full or partial document sets and/or CDs through the Web site. For help using this site, or to order documents if you are unable to access the Web site, please call eBid Systems at 206-855-8430 or toll-free at 1-888-291-8430. Free internet access to obtain these documents is available at Seattle Neighborhood Service Centers and most public libraries.

Seattle City Light is hosting a **pre-submittal conference on May 28, 2020 from 2:30 – 3:30 PM (PST)**. Details are provided in the RFP.

Proposals must be submitted by 3:00 pm (PST) on June 30, 2020 to Ned Lichty, Sr. Contracts & Procurement Specialist, via e-mail only at Ned.Lichty@Seattle.gov.

The City’s proposed schedule is outlined in the RFP.

The contract awarded as a result of this RFP will be awarded in a manner that will comply with all applicable laws of the United States, State of Washington, the City Charter, and Ordinances of the City of Seattle.

“WOMEN AND MINORITY AFFIRMATIVE EFFORTS REQUIREMENTS: All proposals are required to meet the Affirmative Efforts requirements as specified in the RFP. An Outreach Plan will be required for the top-rated consultant(s).”