



## **SOUTHERN CALIFORNIA PUBLIC POWER AUTHORITY**

### **Request for Proposals for Vending Machine Energy Efficiency Program**

**Response Deadline:           October 30, 2008, 2:00 p.m.**

The Southern California Public Power Authority (SCPPA) is hereby soliciting competitive proposals for vending machine energy efficiency implementation services for customers within its member municipal utility service territories.

#### **Introduction**

SCPPA, a joint powers authority and a public entity organized under the laws of the State of California, was created pursuant to the Government Code of California and a Joint Powers Agreement for the purpose of planning, financing, developing, acquiring, constructing, operating and maintaining projects for the generation or transmission of electric energy.

SCPPA also facilitates joint service contracts, at the request of its members, to aggregate like project efforts amongst its Members for the purpose of reducing the generation requirement (Energy Efficiency), and increase procurement efficiency. A service contract entered into by SCPPA, pursuant to this RFP, would be utilized directly by the interested Members to serve their respective utilities. The work would be ordered and approved directly by the Members and the billing would be done through SCPPA.

Membership consists of eleven cities and one irrigation district which supply electric energy within Southern California, including the municipal utilities of the cities of Anaheim, Azusa, Banning, Burbank, Cerritos, Colton, Glendale, Los Angeles, Pasadena, Riverside, and Vernon, and the Imperial Irrigation District (Member Agencies).

SCPPA is governed by its Board of Directors, which consists of representatives from each of its members. The management of SCPPA is under the direction of an Executive Director who is appointed by the Board.

**SCPPA will not entertain speculative or research proposals, but seeks tangible and timely opportunities to reduce the generation requirements of its Members.**



## **Areas of Interest**

The respondents should propose programs designed to meet the following program objectives:

- Recognize and address the energy conservation needs of vending machine owners and/or operators.
  - Assist customers with installation and maintenance of vending machine energy efficiency control devices.
  - Improve cost effectiveness of customers who host vending machines through reduced energy related costs.
  - Increase customer awareness of energy efficient vending machine control products and Energy Star vending machines.
- 1) Propose a turnkey service to install after market energy saving control devices for vending machines utilized by customers of SCPPA Members such as the VendingMiser®, CoolerMiser®, or SnackMiser®.
  - 2) Propose alternate service for utilities who wish to bulk purchase vending machine control devices to distribute to customers to install themselves and require on-call technical support for customers.
  - 3) Propose optional service to retrofit vending machines with more efficient lamp and ballast combinations or LED lighting managed by control devices.
  - 4) Define criteria for proper placement, installation, and maintenance suitable to achieve cost effective energy savings to qualify vending machine as “eligible” for program including occupancy patterns of vending machine locations.
  - 5) Propose method of managing installed vending machine energy saving devices in the event customer: replaces “eligible” vending machine, relocates “eligible” vending machine, removes “eligible” vending machine, or customer reports inoperable or damaged energy saving devices.
  - 6) Indicate method of problem resolution that may derive between vending machine host site (utility customer), vending machine owner/operator/distributor and food/beverage product distributors as a result of installing energy saving control devices.
  - 7) Develop criteria for selecting vending machines to install multiple energy saving control devices such as the VendingMiser® and SnackMiser® installed on one vending machine.
  - 8) Provide program management options including:
    - a. Enroll customers
    - b. Install additional metering, control and/or communications equipment
    - c. Provide Customer Training



- d. Monitoring, tracking and reporting usage and performance
- e. Provide settlements, payment processing and ongoing customer support
- f. Provide a toll free number for customers to call for more information or technical support
- g. Facilitate and/or assist implementation of Member marketing programs
- h. Document and submit web based weekly and monthly report program results, including numbers of units installed, estimated and actual energy/demand savings, and program costs in a format specified by Member utility
- i. Provide training to Member utility personnel
- j. Maintain a quality assurance program to ensure energy savings and demand reduction estimates are realized and customers are satisfied
- k. Describe any other benefit to member utility that can be uniquely offered such as co-branding opportunities on vending machines or other

### **Proposal Submission Required Elements**

- 1) **Applicant Information:** Provide company Name, Address, Telephone, Name and title of contact person.
- 2) **Proposal:** Provide a detailed description of solutions to the Areas of Interest.
  - a) Describe how the program will be monitored and evaluated on both in process and outcome basis.
- 3) **Fees:** Describe how fees will be determined.
  - a) Include program fee components by work units.
  - b) Include any fee reduction opportunities through potential combinations of task elements at any single customer facility, member utility participation, program saturation, and/or volume thresholds.
  - c) If possible, please indicate estimated volume by Member.
- 4) **Customer Participation Process:**
  - a) Describe the methods by which customers will participate in this program.
  - b) Provide description of how the program will be developed and implemented, including the process for determining customer eligibility, incentive amounts, program marketing, program reporting, etc.
- 5) **Timeline:** Provide a timeline for program development and implementation for each program element, customer facility grouping, Member participation, and any other natural sub-divisions of work.
- 6) **Experience:** Respondent will clearly identify project participants and management team.



- a) Specify key employees and describe their experience and duties related to this RFP.
- b) Provide a commitment statement for the retention and use of key employees as proposed, their availability to initiate and sustain the proposal, as well as planned supplement if not available to assure project delivery.
- c) Respondent shall indicate any and all pending litigation that could affect the viability of respondent's proposal or respondent's financial stability.
- d) Identify existing projects or programs which respondent developed and/or operates.
- e) Describe past program development and implementation experience, and provide a list of references for similar projects completed. Please include sample customer and utility reports, audits, or monitoring and verification summaries.
- f) It is required to obtain a liability waiver from each customer prior to performing work. Please include a sample of the proposed customer waiver form.
- g) It is required to maintain sufficient insurance for the type of work being performed. Please include a summary of existing insurance coverage. SCPPA or its Members may require specific insurance coverage to be established and maintained during the course of work and as a condition of award or continuation of contract.

### **Proposal Submission Delivery Requirements**

One (1) hard copy of your response, including a letter of authentic offer with wet-ink authority signature, and any supporting documentation should be delivered prior to the end of business day on October 30, 2008 to:

Southern California Public Power Authority  
225 S. Lake Avenue, Suite 1250  
Pasadena, California 91101

One soft copy of your proposal should also be delivered as above or alternately e-mailed to [dwalden@scppa.org](mailto:dwalden@scppa.org). Clarification questions may also be addressed to David Walden at [dwalden@scppa.org](mailto:dwalden@scppa.org), (626) 793-9364; Fax 793-9461

No contact should be made with the Board of Directors, Committee Members, or SCPPA Participating Members concerning this request for proposals.

All information received by SCPPA in response to this Request for Proposals is subject to the California Public Records Act and all submissions may be subject to review in the event of an Audit.



## **Proposal Terms and Conditions**

- 1) SCPPA desires to enter exclusive negotiations with the proposer once selected as may be defined through a signed letter of intent and defined term.
- 2) SCPPA shall determine at its sole discretion the value of any and/or all proposals including price and non-price attributes.
- 3) Proposals may be sub-divided or combined with other proposals, at SCPPA's sole discretion.
- 4) SCPPA shall perform an initial screening evaluation to identify and eliminate any proposals that are not responsive to the RFP, do not meet the minimum requirements set forth in the RFP, are clearly not economically competitive with other proposals, or are submitted by respondents that lack appropriate creditworthiness, sufficient financial resources, or qualifications to provide dependable and reliable services.
- 5) SCPPA may entertain or eliminate proposals immediately upon receipt or at any future time if not clearly defined in the proposal as the end of the period of offer.
- 6) SCPPA reserves the right, without qualification and in its sole discretion, to accept or reject any or all proposals for any reason without explanation to the respondent, or to make the award to that respondent, who, in the opinion of SCPPA, will provide the most value to SCPPA and its customers.
- 7) SCPPA may decline to enter into a power purchase arrangement or any other agreement or contract with any respondent, terminate negotiations with any respondent, or to abandon the RFP process in its entirety.
- 8) SCPPA reserves the right to make an award to the other than the lowest price offer or the proposal evidencing the greatest technical ability or other measure if SCPPA determines that to do so would result in the greatest value to SCPPA and its customers.
- 9) Those respondents who submit proposals agree to do so without legal recourse against SCPPA, its members, and their directors, officers, employees and agents for rejection of their proposal(s) or for failure to execute or act on their proposal for any reason.
- 10) SCPPA shall not be liable to any respondent or party in law or equity for any reason whatsoever for any acts or omissions arising out of or in connection with this RFP.
- 11) Respondent shall be liable for all its costs and SCPPA shall not be responsible for any respondent's costs incurred to prepare, submit, or negotiate its proposal, a contract or for any other activity related thereto.



- 12) SCPPA may require certain performance assurances from bidders prior to entering into detailed negotiations for a proposed project. Such assurances may include requiring the bidder to post a performance bond.
- 13) Either SCPPA collectively or Member Agencies individually may respond to, or enter into negotiations for a proposal. SCPPA is not responsible or liable for individual Member Agency interactions with the respondent which are not entirely contained within SCPPA's option or election to engage the respondent as defined within the Terms and Conditions herein.