

RFP- Utility Consulting Services Questions and Answers

1-Regarding Task 1 “Power Supply Planning” of the RFP Scope of Service:

Is LIPA seeking high level support for its oversight of PSEG LI’s policies and approaches to power supply planning, or a more detailed “nuts and bolts” review and analysis of the PSEG specific proposals and plans for resource procurements, transmission upgrades, non-transmission alternatives, cost effectiveness, etc.?

Answer- Support may include a detailed review of proposals, but would not involve redoing any work done by PSEG.

2- Page 10, A. Management and Qualifications

2. State the names and titles of the individuals who would be assigned to LIPA's account, describe the expected services to be provided by each such individual, including identifying which scope of work area(s) they could provide service for, and identify any and all professional licenses and/or certifications they hold. Provide their resumes (including years of employment in your firm and total years of experience) in an appendix to the proposal that will not count against the proposal page limit and describe their anticipated commitments to other clients during the next 12 months.

Question #1

Are the above individuals’ resumes requested from personnel who perform the actual work to LIPA or personnel who manage the LIPA account?

Answer- Personnel who will manage LIPA’s account.

Page 13, Table 5.A-Utility Operations-Oversight, Sr. BPIC.

Question #2

What does the acronym “BPIC” stand for?

Answer- Business Process Improvement Consultant

3- If a firm that is either a WME or MBE is going to be providing more than 30% of the overall proposed work to meet the diversity goal, would that amount offset the need for the other 15% from a MBE or WME respectively?

Answer- Yes it would meet the diversity goal.

3A- If a firm/team proposes to provide all of the tasks identified, but is only selected for only a subset thereof, would each selected task need to meet the 15%/15% ; 30% diversity goal?

Answer- It is up to the vendor to identify where the MWBE sub(s) will be able to perform work on that contract to meet the 30% overall goal before or by the end of the contract.

3B-When is the anticipated announcement date for prequalification selection and will prequalification selection be by specific task areas?

Answer- Answer: The 5-year contracts resulting from this RFP will have to be submitted to the New York State Comptrollers’ Office (OSC) for approval, which can take up to 90 days. When work is necessary, RFQ’s will be sent to the vendors pre-qualified for that

scope of work, the responses will be evaluated and the project awarded to the vendor which provides the best value to the Authority.

3C-What is the anticipated timing for execution of the identified tasks?

Answer- See answer to #3B above.

4- Do you want twelve (12) paper copies of the proposal along with (12) flash drives containing the electronic files in Microsoft Word or PSF Format?

Answer: LIPA requests twelve (12) paper copies of the technical Proposal and two (2) paper copies of the price proposal, and one (1) flash drive containing electronic copies of both the technical proposal and the price proposals.

5- Some vendors do not perform on an hourly basis, and therefore do not have hourly rates to offer. Rather than focusing on the time and resources expended, such vendors perform on a firm-fixed-price basis, dedicating multi-member teams to their efforts. This pricing mechanism transfers potential schedule and cost risk to the bidder, incentivizes bidder efficiency, and eases LIPA's project management burden. In light of LIPA's intent to receive "the most practical and economic solutions," would LIPA allow Bidders to propose firm-fixed-price weekly team bundle rates, rather than hourly rates, under each of the Scope of Services listed in Section V of the RFP? This will maximize competition and ensure an inclusive procurement open to all otherwise qualified vendors.

Answer- See answer to #3B above. In addition, please note that since the contracts with the vendors pre-qualified as a result of this RFP are multi-year contracts, it is impossible to know now with some degree of certainty how much will be spent on actual projects during the 5-year term. As the work becomes necessary, RFQs (Requests for Quote/Qualifications) will be issued to the pool of pre-qualified vendors for the specific scope/s. Such RFQs will have detailed scopes of work and vendors will be required to provide not to exceed cost proposals.

a. If LIPA is willing to accept firm-fixed-price weekly team bundle rates under each of the Scope of Services listed in Section V of the RFP, can LIPA confirm that vendors may propose prices based on their weekly team bundle rates and estimated number of weeks to complete assignments under each of the Scope of Services?

Answer- See answer to 5 above.

5- Rather than focusing on the time and resources expended, some vendors perform on a firm-fixed-price basis, dedicating multi-member teams to their efforts. As such, these vendors do not perform on an hourly basis, and cannot certify the number of hours worked. Given this information, would LIPA confirm that such vendors will not be required to complete the table within Form 102 that requests "Hours worked by Race/Ethnic Identification During Reporting Period"?

Answer- Form 102 is required to be completed by ESD. It is a requirement and therefore vendors should estimate time spent on project.

- 6- Per RFP page 13, rates provided will apply to the firm and any potential subcontractor. As a firm and their subcontractor(s) have different pricing structures and areas of expertise, firms believe that proposing blended rates will not result in this most economical solution for LIPA. Accordingly, will LIPA allow firms to propose separate rates for themselves and their subcontractor(s) under each Scope of Service?

Answer- See answer 3B above

- 7- To reflect that which is in Appendix A – Standard Clauses for LIPA Contracts, will LIPA modify Section E(2) on RFP page 21 to the following in quotations? “Contractor shall establish and maintain complete and accurate books, records, documents, accounts and other evidence directly pertinent to performance under this contract (hereinafter, collectively, “the Records”). The Records must be kept for six (6) years following the expiration or earlier termination of the contract.”

Answer- See language on C. Other- page 16, #2.

- 8- Can LIPA clarify whether the 36% MWBE/SDVOB participation goal is managed at the overall contract level or on each assignment?

Answer- The 30% goal is managed at the overall contract level.

- 9- Based on the information in the RFP, we are unable to gauge the potential for impact for LIPA and the anticipated investment in the project. Is LIPA able to offer either a broad range or a not-to-exceed budget for each or all scope of services, so that prospective bidders may make informed decisions when developing their proposal response?

Answer- The contracts approved as a result of this RFP will have a term of 5 years. It is very difficult to predict with some degree of accuracy what LIPA will be spending for the term of these contracts. LIPA’s public budget for Professional Services is \$18M for year. That includes these and many other contracts.

- 10- May Bidders propose exceptions to Schedule A (General Conditions Applicable to Authority Consultant Agreements), Appendix A (Standard Clauses for LIPA Contracts), and Exhibit G (Insurance) as part of their proposal as long as they provide a basis for the proposed change?

Answer-Yes, but contract exceptions will be considered on a case-by-case basis.

- 11- The RFP indicates a “goal” of 15% WBE/MBE. Can you confirm if this is a goal or a requirement? Will LIPA consider bids from respondents who do not meet this goal?

Answer- Goals are 15% MBE and 15% WBE for an overall goal of 30%. LIPA will consider bids from respondents that do not meet the goal.

- 12- What overall strategic initiatives and more specifically, technology related initiatives does LIPA have on the roadmap into 2020 and beyond?

Answer- ERP, Cyber Security, Data Warehouse, Advanced Analytics, Document Management System, Telephone System, SharePoint, Website, Business Continuity, and Disaster Recovery planning, Desktop virtualization. Network Infrastructure Upgrade, Migration to cloud.

13- Referencing scope area #5, does LIPA staff anticipate that resources would be staffed on a one-off basis to support individual scope areas, or as a cohesive project team?

Answer-Both, depending on the Initiative.

14- Referencing scope area #5 and sub-scope areas 5A-F (pages 24-29), does LIPA staff see each of the roles outlined as primarily supporting ongoing application maintenance or new application development?

Answer- Both, existing and new

15- Referencing scope area #5 and sub-scope areas 5A-F (pages 24-29), can LIPA staff provide more detail around data architecture and data warehousing technologies that are currently in use and planned for the future?

Answer-To be selected

16- Referencing scope area #5 and sub-scope areas 5A-F (pages 24-29), what specific versions of SharePoint does the organization utilize currently and what is planned for the future?

Answer: SharePoint Online/Hybrid 2019

17- Referencing scope area #5 and sub-scope areas 5A-F (pages 24-29), what cybersecurity projects/initiatives does the organization anticipate for the future?

Answer- Decline to answer.

18- Is the 20-page limit for the entire proposal (minus resumes and the affirmative action document) OR for each of the 8 scopes of work?

Answer- The 20-page limit is for the entire proposal.

19- Since we do not know the specific task work that will be issued, do we need to provide the specifics of our plan to commit to the 15% MBE/WBE requirement at this time OR can we committed to the goal and provide specifics if awarded?

Answer- When responding to the RFP, vendor must plan in advance and identify the work the subcontractor(s) will be able to perform.

20-Are we allowed to replace LIPA's job descriptions/titles with our own titles? If not, can we cross reference them? a. Example: LIPA's "Partner = Bidder's "Sr. Vice President"

Answer- The reason for the job titles on the RFP is to keep consistency amongst vendors, therefore they cannot be replaced/changed. You can cross-reference them for your internal records.

21- Do you want the cost for each scope of work included in the Technical proposal, or just two copies of the cost proposal in a sealed envelope, as stated on page 5 of the RFP?

Answer- No, two copies of the proposals must be submitted separately from the technical proposals in a sealed envelope. They can be sent in the same shipping box.

22- For item 1: In terms of identification of strategic compliance alternatives for emissions and climate change mitigation, which regulations is LIPA bound by in this regard and/or most focused on?

Answer: Carbon reduction

23- For item 4: What is the nature of support LIPA anticipates needing in the area of on-site clean generation services?

Answer: Assessment of proposed tariff changes to comply with State policy.

24- For item 5: Since the RFP includes some indication that you are utilizing Microsoft products in your current architecture and platforms, would LIPA prefer to utilize the Microsoft Stack of products that would include: MS SQL Server, .Net, IIS, etc.?

Answer- Flexible- depending upon the need

25-Does item 5 include review of PSEGLI information technology, and to what extent, or is it primarily working with information technology specific to LIPA?

Answer- Both, PSEG LI Oversight and LIPA IT Operations

26- Does the 20- page limit applies regardless of how many services you are seeking to qualify for:

Answer: yes

27- For scope 5, are there any incumbents onsite providing these services? If yes then how many?

Answer- No.

28- For scope 5, How many estimated awards are expected in each scope of services?

Answer- Up to 4 for each sub-scope.

29- For Scope 5, If the prime bidding this is a certified MBE from another state, do they still have to include another MBE & WBE firm from State of NY?

Answer- Yes. Vendor must be NYS certified.

30- For scope 5, Do we have to provide resumes for functional Area labor categories or vendor's account management?

Answer- Vendor should provide resumes only for the management team.

How many resumes do you expect to see?

Answer- LIPA expects to see few resumes.

Financial Support Services

- 31- How many reports are being produced today?
Answer- We produce annual financial statements, annual budget and annual disclosure certificates. However, there are many other supporting documents necessary to support these required reporting functions.
- 32- What systems are used to produce reports as well as where (what systems) are the reports using as a source?
Answer- Currently we use EPICOR and export data to excel for reporting functions. Our service provider uses SAP and exports data to excel as well.
- 33- How long does it take to produce reports and perform in scope processes today?
Answer- Depends on the report being issued.
- 34- Functions and number of individuals involved in this area across LIPA, PSEG LI and Lockheed Martin?
Answer- LIPA has approximately 20 finance team members as well as support from its legal and operation oversight department. Its Service Provider has various departments that assemble and analyze data to support LIPA reporting requirements (no exact number of employees is available).
- 35- What systems or reporting tools are in place for reports provided to banks/bondholders and regulatory agencies?
Answer- Currently we use EPICOR and export data to excel for reporting functions. Our service provider uses SAP and exports data to excel as well.
- 36- What types of covenants are associated with the bonds that LIPA has and are there any reporting requirements around these?
Answer- Bond covenants are in LIPA's general resolution and credit support facilities which are publicly available on LIPA's website.
- 37- Are you seeking assistance with forecasting LIPA's cash flow requirements (e.g. expected receipts and payables for short or mid-term forecasting)?
Answer- LIPA does many finance forecasting functions and cash flow is included so this could be a possible assignment to improve existing processes.
- 38- Information Technology- What is the size of the current IT organization across LIPA, PSEG and Lockheed Martin. Please include roles, functions and departments.
Answer- LIPA- 10 plus/PSEG 60 Plus
- 39- Should the letter of intent list the scopes vendors are responding to?
Answer: Yes.