

Solicitation Amendment No. 002

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|---|---------------------|
| To: Prospective Bidder/Offeror: | Date: |
| Prospective Proposer | May 25, 2018 |
| Project Title: | Project No.: |
| Comprehensive Energy Management & Consulting Services | RFP 18-27 |

The Request for Proposals (Project RFP No. 18-27) is hereby amended as set forth below:

1. Section 2.0 Price Proposal (pages 8-9 of 39) are hereby deleted and replaced with the amended Section 2.0 Price Proposal (see attached).

Except as provided herein, all terms and conditions of the solicitation remain unchanged and in full force and effect.

| | |
|---------------------------------------|---------------|
| Company Name (Bidder/Offeror): | |
| | |
| Signed by: | Date: |
| | |
| Name (Type or Print): | Title: |
| | |

Section 2 – Price Proposal (AMENDED)

1. Instructions

Proposer must complete this section in its entirety, and may supplement this section with additional pages as to provide HCC with a more detailed breakdown, backup and/or options of related cost associated with the services being solicited in this solicitation. The Total Cost for the solution provided must be a turnkey cost inclusive of all aspects noted in the Section 1 – Project Overview & Scope of Services.

2. Total Cost

Provide a Total Cost (to include all travel and living expenses) for the proposed solution. The Total proposed cost will be a firm fixed cost for the life of the contract.

a. Total Proposed Cost (initial 3-year contract term): \$ _____

Note – the total proposed cost (Section 2.2.a above) shall be the sum of (Section 2.3.a-c below). There will be no reimbursable permitted. Include in the above pricing, all expenses associated with performing the Comprehensive Energy Management & Consulting Services including, travel, meals, lodging, printing, etc.

3. Annual Cost Breakdown:

a. Year 1 \$ _____

b. Year 2 \$ _____

c. Year 3 \$ _____

4. Project Cost Breakdown

Provide a detailed schedule for the services by task in excel format. The services shall be paid on milestone basis and must align to the proposed schedule noted in Section 4.4.e below.

5. Monthly Cost Breakdown (Cash flow Projection)

Provide a detailed schedule for the monthly cost breakdown in excel format in alignment from the first milestone following project kickoff through closeout as aligned with the proposed schedule noted in Section 4.4.e below.

6. Dedicated Staffing

Provide a detailed schedule for the dedicated staffing commitment on a monthly basis and the hourly rate by job description for each in excel format.

7. Option to Renew (OTR) Terms (to be exercised at the sole discretion of HCC)

a. OTR 1 (Contract Year 4) \$ _____

b. OTR 2 (Contract Year 5) \$ _____

8. Hourly Rate Schedule

Provide an hourly rate schedule by all job descriptions being used (item – 5 Dedicated Staffing above) and noted discounts in hourly tiers for any potential work that may be required by HCC on an as-needed basis, for up to two (2) one-year option to renew terms.

All detailed information to be provided in Excel form including the job description and noted tiered pricing discount.

Hourly tiers

| Tier | Hours Contracted | Tier Discount (%) |
|------|------------------|-------------------|
| 1 | <100 | |
| 2 | 101-200 | |
| 3 | 201-300 | |
| 4 | 301-400 | |
| 5 | >400 | |

9. Price Evaluation

Price points shall be calculated based on the following formula:

$$\text{Lowest Total Proposed Cost} / \text{Proposer's Total Proposed Cost} \times \text{Available Price Points} = \text{Price Score}$$

10. Cooperative Contract

Please list the following information for the cooperative contract that your proposal is being submitted under.

| | |
|------------------------------------|--|
| Cooperative Contract Name: | |
| Cooperative Contract No. | |
| Cooperative Contract Term | |
| Cooperative Contract Website link: | |

11. Price Proposal Signature

The information in this RFP is to be utilized solely for preparing the proposal response to this RFP and does not constitute a commitment by HCC to procure any product or service in any volume.

| | |
|------------|--|
| Name: | |
| Title: | |
| Date: | |
| Signature: | |

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