



ATTACHMENT 14 – RESPONSE TO QUESTIONS SUBMITTED

#	RFP Reference (Page-Section)	Question	Response
1	Page 3 / Section 1.2	There are 27 electric providers, 6 gas providers and 90 water providers. How many of your account billing have multiple buildings/meters on them? Specifically, you have 450 electric accounts, but do you get 450 invoices (same for other utilities)?	We do have facilities with more than one meter; however, generally we only receive one bill per facility per utility type. The exception is if a provider is providing two utilities, e.g. PG&E providing gas and electric at a single facility.
2	Page 5, sec 2.1	Should we supply a separate "Appendix 10 – Cost Table" for each Option? There does not appear to be any place on the spreadsheet to indicate which Option is being quoted.	Yes, two separate cost forms should be provided for the option. In the Summary tab of the Cost Workbook, there a section for Integration of Utility data from providers EDI, and section for Integration Services (CSV Upload Implementation of Non-EDI Utilities)
3	Page 5, sec 2.1	If our solution inherently supports both features required of Options 1 and 2 with the same pricing, how does that affect your answer to the previous question #3?	One cost workbook can be provided for either solution.
4	Page 5 – 2.1 Option 1 & Option2	Will JCC consider an additional data intake option to redirect utility bills from the utility supplier to the chosen vendor for ingestion, digitization, and population in the SaaS platform? This additional option would further reduce JCC's manual tasks and streamline workflow even further. Accounts Payable files from each utility bill would be available for JCC review and payment within a few business days of receipt, ensuring sufficient time to pay before each bill due date.	Yes, however proposals will be evaluated based on the criteria specified in the RFP.

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5	Page 4-5, Section 2.1	For Option 1, you mention full integration with utility providers that offer EDI data. Typically, utility bills are offered via flat file or EDI 810 (which is an ANSI standard). Does JCC want flat file or EDI 810 from the larger investor owned utility companies? Have you contacted at least PG&E and SCE to request they can send data in a CSV file ongoing? If so, can you provide a sample of this file?	As each utility will be different, we expect the vendor to work with the utility to define the best option. In discussion with the IOUs, there are different options and since this if for non payment purposes, EDI and/or CSV may not be the only options.
6	Page 3 / Section 1.2	You are ONLY interested in electric, water and gas utilities per the RFP, but your attachment #13 also lists sewer, trash, waste removal, etc. Please confirm that these are not to be included?	Attachment 13 is provided to show ALL utility accounts. For this RFP and project, we are only interested in capturing data on Electricity, Gas (natural and propane), and water.
7	Page 6, sec 2.1	"The proposer is required to complete the ... Requirements Document in Attachment 9"... Exactly what is expected here? Do we merely respond that we can "comply" with each element of the SOW or are you expecting additional information on how we might do so? It is not clear how to format our responses on this attachment. Is it sufficient to respond using the spreadsheet named "Attachment 10 – Technical Requirements"?	We believe the attachment is incorrectly labeled. Answering a yes or no is sufficient in terms of completion using the spreadsheet indicating the business, functional and technical requirements.
8	Page 6	The RFP asks the Proposer to "...complete the Business/Functional/Technical Requirements Document in Attachment 9..." should this be the Attachment 10-Technical Requirements MS Excel file?	Yes, we will post the revision to the RFP website.
9	Page 6, sec 3.0	What is the expected timetable for each of the deliverables as shown in Attachment 9? I.e., what is your expected timeframe between Deliverable One and Deliverable Nine?	We are asking proposers to identify a reasonable timeframe for development. Ideally, we have a complete and working solution by early Fall 2017.

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10	Page 11, sec 8.1.iv	If our solution is new to market and we are unable to provide references for any clients who have implemented the solution, does this result in disqualification?	While it does not result in disqualification, the criteria does include previous experience. A new to market product will be at a disadvantage based on the established criteria.
11	Page 12, Section 8.3	The Iran Contracting Act Certification was not sent as an attachment. Should this be ignored?	Thank you for advising us that this was not posted. the RFP website will be updated accordingly.
12	Page 12, Section 8.3, i.d	The RFP lists the Iran Contracting Act Certification. However, the certification was not provided on the website for downloading. Please provide.	Answered previously.
13	Page 12, Section 8.4	In the Cost Portion it is asked to provide an on-going monthly cost of the proposed Application. Can the license and fees be provided annually instead of monthly?	For purposes of bid comparison, please break up any annual fees on a monthly basis. Payment terms can be negotiated as part of the final agreement.
14	Attachment 9 and Attachment 10	Can JCC please clarify on how you would like responses to the Business/Functional/Technical Requirements? These requirements are duplicated in both attachments.	Attachment 9 is simply the Statement of Work, with no vendor response needed for section B-Requirements Overview. Attachment 10, includes three tabs for Business/Functional/Technical Requirements. Vendor should respond Yes/No to column G and include any comments in column H.
15	Attachment 10 - Technical Requirements, Ad Hoc Data Import and Entry	Is it JCC's intention to manage the CSV file import and Entry of hard copy bills into the Solution?	The JCC would consider that as an option. Ideally we would prefer to send the CSV file to the vendor for uploading.
16	Attachment 10 - Technical Requirements, Data Integrity	Is it JCC's intention to have the selected vendor to follow up with utility vendors regarding data integrity issues and missing bills?	No, as long as we were notified of the data need, the JCC will follow up and resolve these data issues.

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17	Attachment 10 - Functional Requirements, Energy Usage vs Time, User Defined Time Period, and Data Points	Is it JCC's intention to import interval data as well as the utility bill data into the Solution? If so, can you provide information on the availability of interval data?	The solution should utilize interval data provided via EDI direct where available. The remaining data will be available on the CSV file format monthly.
18	Attachment 10 – Business Requirement 23 “Custom Reports”	Please further clarify/define “custom reports”. Does this mean fully custom reporting meeting specific formats or does this mean saving specific configurations of the standard reports so that they are quickly/easily able to be viewed, reviewed, updated, and shared?	Allowing end users the ability to save a standard report and, if possible, make modifications.
19	Attachment 10 – Business Requirement 25 “Energy Star Scores”	Are there any building with existing energy star scores and portfolio manager profiles? If so, how many? How many new energy star profiles will JCC require be produced/integrated? All buildings or only a certain subset?	The requirement is for the tool to be capable of integrating with Energy Star. We do not require any services to set up energy star profiles.
20	Attachment 10 – Business Requirement 39 “System Validation”	Is there a prescribed/preferred format and structure JCC already expects for system validation or will JCC accept the current standard validation report from the vendor?	JCC will accept the current standard validation report, however we will want it in a format that is easy to validate from our end
21	Attachment 10 – Functional Requirement 2 “Energy Usage vs Time”	Is this limited to only those sites where utilities can provide such data via EDI? Or is there an expectation for the vendor to receive interval data through meters directly or some other format?	Yes, this is limited to only that data that can be provided via EDI from the utilities.
22	Attachment 10 – Functional Requirement 16 “Simple Searches”	Please further define “simple searches” – such as “using single keywords?”	Yes, a search field which provide capability to enter key words such as “building name”, “building ID,” “region,” etc
23	Attachment 12-Sample CSV Data	The sample CSV file provided does not provide bill start and end dates. Can these be provided as part of the file? If not can you provide the logic you recommend using to calculate these (for instance use the first and last of each billing period month)?	On historical data on the CSV file we do not have end date or accurate billing days. We can capture this on new data going forward. There also may be additional information from the individual utilities that can be leveraged.

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24	Attachment 12	Is JCC willing to accept slightly modified MS Excel data input templates to minimize configuration costs or is the Attachment 12 sample the required template and no deviations from that template will be accepted?	Yes, however JCC will specify the required data.
25	Attachment #13	There is one solar account listed, Fremont HOJ. Since this is related to electric use, is it expected to be incorporated? If yes, if there an external site to get this data?	At the moment, No
26	Attachment #13	Account Status column – the column has “active”, “closed” and some are “blank”. Please confirm expectations for “closed” or “blank” accounts?	The JCC is interested in active accounts only. While the number of active accounts may change over time, we do not expect a dramatic increase in the net number of accounts.
27	Attachment #13	There are a significant number of “Utility Providers” that are blank. Please confirm expectations with these.	If the account is active, for planning purposes these accounts need to be included in the proposed solution. The JCC will track down the provider and account information for the proposed solution.
28	Attachment 13	This provides a list of about 2034 accounts. In the RFP, page 3, it lists approximately 1,150 accounts. Which number is accurate? The Attachment includes Sewer, Trash, Waste Removal, Propane, and Solar Panels. Should those be included in this scope of work?	Attachment 13 is provided as a list of all utility providers. Accounts for trash, sewer, waste removal and solar panels would not apply to this project.
29	Attachment 13	Columns R and S list the percent split of the account paid by JCC and the County. Does JCC require the system to perform bill splits on each bill to allocate the proportionate use and cost to both? If so, can we assume that the total number of accounts (dependent on response to question #9) would be doubled to accommodate the split for each?	No, these columns are not relevant to the solution. The solution should provide total usage and cost by total square foot only.

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30	Conference Call	During the conference call on 4/4/17, it was discuss about importation of CSV data. It was confusing if it was expected that either the owner or vendor would be responsible for those ongoing imports as part of their service. Please provide a basis of intent.	Answered previously.
31	General Inquiry	It is exciting to see that your organization is engaging in this technology and truly sees the value to can bring to you. That said, there are a lot of providers in this emerging industry and many business models, features and functions of their systems and software. This also includes many different pricing models for these offering. I would hate to create a proposal, you having to read it, where we didn't align expectations to budget. Is there a stated budget that you have for this project that you can share?	In an effort to keep the procurement process as competitive as possible. We are not stating an estimated budget at this time. We will share that we are looking at more of an off-the-shelf product, versus a highly complex and customized product.
32	General	The information you provided in Attachment #12 looks to be 30 day/monthly data and the RFP doesn't really discuss expectations to granularity of the data. Many utilities have invested in smart meters, which provide interval data to 15 minute intervals. Q1 – is this a level for (electric) that you'd like to see? Q2 – If yes, can we get a list of smart metered locations?	If interval data is available, we do want it captured and incorporated. We do not currently have a list of smart meters.
33	Statement of Work Section B.1	On the pre-proposal phone call, JCC staff referred to the Attachment 12 CSV sample as the specification for data fields that are required to be imported into the EMIS. The Statement of Work in section B.1. mentions other billing data fields such as "credits/adjustments" and "demand charges", which are not shown in Attachment 12. Should we assume that these fields (and other fields described in the Statement of Work) should be included, even if they are not shown in the Attachment 12 example?	Yes; the proposed solution should have those fields available.