**UNIVERSITY OF ARKANSAS**

**RFP 737086**

**Q&A #3**

1. Please explain the preferred format of responses for including acknowledgment of all sections of the RFP.

* ***Please refer to Section 9.2 of the RFP document, noting that a “detailed proposal” is necessary in this instance.***

1. Please provide an explanation of the difference between an item that “Meets Requirement” and “Meets with Additional Configuration”. For example, if a User can create a Group of individually selected buildings for benchmarking purposes, is this an example of “additional configuration”?
   * ***The intent behind “meets requirement” is the software can accomplish a task without modification. “Meets with Addition Configuration” implies software customization is needed to meet the desired task. For example, Response Template Section 1.4 – Ability to modify sub meter data prior to billing. Our desire is to have the ability to edit data that has already been entered into a particular meter if it were not entered correctly the first time, a modification or estimate is needed due to bad meter reading, or something else. A response of “Meets Requirement” means the software can accomplish this task. “Meets with Additional Configuration” means the software is not capable of completing the task as currently configured but can be modified to do so. “Feature Not Available” means the software cannot accomplish this task and there is no intent to enable it to do so.***
2. Please provide full contents of the following items:
   * 1.6 of Tab 1 in Appendix III.
   * 1.11 of Tab 1 in Appendix III.
   * 4.6 of Tab 2 in Appendix III
   * ***Please clarify this question in the pre-proposal conference.***
3. We are unable to open the selection boxes in rows 27 – 40 (items 2.1 – 2.14) in Column D “Meets Requirements” of Appendix III. Could you please provide an updated copy with updated access rights?
   * ***Refer to QA #2 to update the spreadsheet***
4. What is the intent/purpose of integrating the System with Emerson Delta V (a control system) and RUSS (Room Use Survey System)? Should these integrations be included in our proposal?
   * ***Currently data from different sources is entered manually using various spreadsheets. The intent behind data integration is to streamline this process wherever possible, pushing data from different sources into the database with less reliance on a manual process.***
5. Please explain the customizations performed to the legacy system’s data model and application to support the University’s utility bill management that will need to be accommodated in the conversion to the new solution.
   * ***Please clarify this question in the pre-proposal conference.***
6. Are there required reports that must include specific data or formatting that need to be planned for?
   * ***Sample 1 – Monthly Utility Distribution Report is one that we generate each month for each of our five (5) billed utilities. This report is crucial to conduct our monthly utility accounting. The other samples are intended to show the kind of additional reports that can be generated from the existing platform.***
7. How are vendor bills, calculated bills and allocated bills represented in the current database? This will impact the historical data conversion approach.
   * ***Bills contained in the database and categorized as “meters” and specified by the last digits of their name. Vendor meters end in -AP (accounts payable), calculated meters end in -SM (summation) or -RM (remainder), allocated meters end in -AL.***
8. How will interface with the accounting system(s) take place?
   * ***The utility billing platform will generate a report similar to Sample 1 – Monthly Utility Distribution Report. Accounting personnel from UA use the report to enter monthly billing into the accounting system Workday. The intent eventually is to integrate the utility billing platform with Workday so monthly accounting can be completed in a more streamlined process.***
9. Is data validation of accounting values necessary?
   * ***Accounting validation is necessary in some form, but UA does not have a preference regarding methods to accomplish that task.***
10. Please confirm that allocated bill and calculated bill will be created in the new system and not the accounting system.
    * ***That is correct.***
11. Appendix VI: 2.
    * Is the scenario presented one where the physical building area is 50,000 square feet and there are three Tenants occupying different areas within the building?
      + ***That is correct.***
    * Is the scenario presented one where the Master Meter is serving three separate buildings of different sizes?
      + ***Not for the example given.***
12. Appendix VI: 3.
    * Please confirm that the scenario presented is one where the cost of the Master Meter bill should be allocated to submeters, based on the consumption ratio to the total submeter consumption.
      + ***That is correct.***
13. Appendix VI: 4.a.ii.1 specifies that for the electric submeters, the bill is the consumption x the unit cost plus “that month’s metered coincident peak demand (portion of building demand contributing to campus peak for that month) multiplied by that month’s demand unit charge.”
    * Will the University provide the monthly coincident demand values for your electric submeters?
      + ***Yes***
    * Does the unit cost for the commodity vary on a monthly, or annual, basis, or some other frequency?
      + ***Unit cost for consumption is total charge less demand charge, divided by total kWh consumed. It changes whenever the rate tariff is modified by the utility provider.***
    * Would the submeters be tracking both monthly peak demand and the monthly coincident peak demand?
      + ***For the purpose of billing, UA tracks only monthly coincident peak demand***
14. Appendix VI: 4 & 5.
    * Would there be any restrictions to having the LUF calculation associated with an Account/Meter in the System that is placed in a non-reported branch of the hierarchy?
      + ***UA would like to report LUF calculations as part of its monthly utility audit process.***
15. Appendix VI:
    * Are the additional mark-ups determined on an annual basis, or some other frequency?
      + ***They are updated as needed. By default they remain at the same value until they are changed.***
    * Are the additional mark-ups fixed costs, or a unit cost basis?
      + ***Unit cost.***
    * Will it be OK to provide the Customer with multiple bills for the A/R Charges?
      + ***UA generally sends one set of bills to customers each month, for each utility.***
16. Does the University have a preference between a self-hosted vs. vendor-hosted database deployment?
    * ***There is no preference for onsite versus offsite hosted services. While cost is always an issue, the intent is to find the best overall solution to fit project goals.***