**Q&A #5**

**RFP #737086**

**Utility Accounting & Energy Management Platform System**

1. Question: Appendix III Tab 1, 2.10 – Please provide additional information about the University's Sustainable Energy Efficient Buildings Program benchmarking compliance requirements and how this would be automated.

Answer: In 2009, Act 1494 was passed by the General Assembly to show that the State of Arkansas can design and operate its buildings in order to “Lead By Example”. The two programs established by Act 1494 are the Sustainable Public Buildings Program and the State Buildings Energy Management Program. The name has since changed to Sustainable Energy Efficient Buildings Program. All State Agencies are required to meet the rules for these programs as designated in the Energy Efficiency and Natural Resource Conservation in Public Buildings document developed by the Arkansas Energy Office. Measurement and Verification (M&V) is required by these programs. The M&V process includes two major items: measurement of the energy using systems within the facility, and comparison to a baseline energy model.

The intent of this feature is to provide a format where a user could enter pre-determined energy use from the energy model, then compare to actual usage as entered into the system from various bills and / or submeters. As with other items in Section 2 of the Response template this feature is more “want” than “need” and as such UA would not expect it upon project start, rather at a later date.

1. Question: Addendum 4 notes there are 520 monthly utility bills for processing.  Please provide a breakdown of available/preferred billing formats for each commodity.

Answer: Refer to the PDF “Sample Invoices” posted on 10/1/20. The file includes samples of the following utility invoices / bills:

* Campus main electricity along with billing determinants
	+ UA receives this through email and enters it into the billing system manually
* Consolidated invoice of electric accounts
	+ UA receives two of these each month through physical mail and enters each bill into the system manually
* Individual water bills
	+ UA typically receives all bills individually through physical mail
	+ There is a large bundle which is consolidated into a single invoice. As part of the utility provider’s COVID response, presently UA receive this as a pdf email
	+ All bills are entered into the system manually
* Natural gas transport invoice
	+ UA purchases gas under a deregulated gas market.  We purchase natural gas from one vendor and the transportation of gas through a different vendor
	+ Invoices are downloaded from utility provider’s website, sometimes received through email or physical mail
	+ Bill is entered into the system manually
* Natural gas commodity invoice
	+ See comment above about deregulated market
	+ Download from utility provider’s website
	+ Bill is entered into the system manually
* Natural gas imbalance statement
	+ Download from utility provider’s website
	+ Bill is entered into the system manually
* Natural gas consolidated invoice
	+ Download from our utility provider’s website.
	+ UA also receives a spreadsheet with account information that is used to import into the system as a batch process

1. Question: How often do you modify your rate structure for electric, gas, water and thermal?

Answer: UA modifies its rates for customer chargeback on an as-needed basis.

1. Question: Do you currently have carbon footprint tracking? If you do not, are you interested in it within this RFP?

Answer: UA tracks greenhouse gas emissions from accounts which use natural gas. We would be interested in having carbon footprint tracking for our gas accounts as well as electric and water, if available.