



REQUEST FOR PROPOSALS

FOR

Portfolio Modeling Services

RFP RELEASE DATE: September 6, 2019

RESPONSE DEADLINE: 3:00 PM on September 25, 2019

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1. General Information

1.1. MBCP Overview

Monterey Bay Community Power Authority (“MBCP”) is seeking proposals for Portfolio Modeling Services and Portfolio Modeling Software and Support Services (“Services”) to support planning, procurement, and optimization activities necessary to operate its Community Choice Aggregation Program (“CCA Program” or “Program”). This Program serves residential, commercial, industrial and agriculture customers located within the Monterey, Santa Cruz and San Benito Counties with planned expansion to the Cities of San Luis Obispo (“SLO”) and Morro Bay in January of 2020. Pending necessary approvals, MBCP anticipates expanding the Program to include the Cities of Del Rey Oaks (Monterey County), Arroyo Grande, Grover Beach, Paso Robles and Pismo Beach (SLO County), Carpinteria, Goleta, Guadalupe and Santa Maria, and Santa Barbara County in 2021. All anticipated expansions are subject to necessary approvals of the potential member agency and the MBCP Policy Board.

Through this Request for Proposals (“RFP”) process, MBCP is seeking proposals for;

- (1) Portfolio Modeling Services;
- (2) Portfolio Modeling Software and Support Services.

Detailed description of each option can be found in Section 2.1 of this RFP.

MBCP staff are seeking solutions and services that will enable them to manage their power portfolio resources, monitor, report, and manage MBCP’s energy risks on the wholesale and retail side. MBCP staff will also need solutions to help them optimize the value of their long-term resources, including solar plus storage power purchase agreements.

1.2. RFP Documents

This RFP document consists of a Main Body and five (5) appendices. Among other things, the Main Body (i) offers general information pertaining to this RFP, (ii) describes the purpose and drivers of this RFP and provides high-level considerations for Vendors, (iii) includes a milestone schedule for this RFP, (iv) sets forth terms governing the preparation and submission of proposals and RFP-related communications with MBCP, and (v) provides a high-level overview of the process for evaluating and selecting proposals submitted in response to this RFP. The appendices are as follows:

- Appendix A Scope of Work
- Appendix B Service Fees
- Appendix C MBCP Portfolio Overview
- Appendix D Proforma Service Agreement
- Appendix E Reservation of Rights

Vendors are responsible for familiarizing themselves with and being fully aware of the terms of this RFP, including the terms of each Appendix.

1.3. MBCP RFP Website

The official website for this RFP is <https://www.mbcommunitypower.org/solicitations/> (“MBCP RFP Website”). This RFP and related material and information are posted on the MBCP RFP Website and available for review. The MBCP RFP Website will be updated from time to time with additional information related to this RFP. Interested Persons are responsible for monitoring the MBCP RFP Website to ensure the timely receipt of information about this RFP.

1.4. RFP Administrator

The RFP Administrator for this RFP is Jeremy Clark. The contact information for the RFP Administrator is:

Jeremy Clark
RFP Administrator
Monterey Bay Community Power
70 Garden Ct, Ste 300
Monterey, CA 93490
Phone: 831-641-7214
Email: jclark@mbcommunitypower.org

The RFP Administrator’s responsibilities include (i) acting as a liaison between the participants in this RFP and MBCP on all RFP-related matters, (ii) ensuring that Vendor questions MBCP receives are responded to, in writing, and distributed to all interested Vendors, (iii) receiving, recording and maintaining Vendor proposals, (iv) and managing other administrative matters relating to this RFP.

As detailed in Section 4.1 below, all questions, requests, and other inquiries or communications from or on behalf of Vendors to MBCP about this RFP must be directed in email to the RFP Administrator.

2. RFP Overview

2.1. RFP Purpose

The purpose of this RFP is to select a Vendor to provide Portfolio Modeling Services, or Portfolio Modeling Software and Support Services, to aid in the planning, procurement, and optimization of MBCP’s portfolio.

2.1.1. Portfolio Modeling Services

The selected Vendor will provide on-demand and recurring reports to MBCP detailing various time horizons (prompt month, 1 year and up to 10 years) and intervals (hourly, monthly, annual) of MBCP’s portfolio. The staff, software, and analytics will be provided by the Vendor. More detail about this service can be found in Appendix A.

2.1.2. Portfolio Modeling Software and Support Services

The selected Vendor will provide MBCP with portfolio modeling software and support services to enable MBCP staff to run on-demand and recurring reports detailing various time horizons (prompt month, 1 year and up to 10 years) and intervals (hourly, monthly, annual). The Vendor is expected to provide MBCP staff with training and ongoing software support as part of this service. More details about this service can be found in Appendix A.

2.2. RFP Proposal Requirements

Vendors should provide responses or comments to Appendices A, B, and C, as applicable. Vendors should also provide the following information as part of the Proposal Package;

- Company Background and Experience
- Product Description (to include either software provided, or software used)
- Approach to the Scope of Work
- Implementation and Project Timeline
- Sample Report(s)
- Resumes or biographies of associated personnel fulfilling services
- Three (3) References
- Financials

2.3. Proposal Pricing

Vendors should provide a 2-year fixed fee price for Portfolio Modeling Services and/or Portfolio Modeling Software and Support Services with no annual escalator. Pricing should be based on the proposed services and not based on MBCP's customer count or annual load volume. Additional detail on proposal pricing can be found in Appendix B.

2.4. Proforma Service Agreement

MBCP has posted our Proforma Service Agreement on the RFP website. Vendors are encouraged to review and provide a redline markup as part of the Proposal Package.

2.5. IT Requirements and Preferences

Either the Service or Software solution will be cloud-based solutions. Service solutions will provide web portal access. Software solutions must be SaaS solutions with a web interface. MBCP will not be required to purchase or install additional hardware to operate the solution. Backup, retention, and failover are the sole responsibility of the vendor.

To protect AMI Customer Data and the proprietary information generated from the solution, the vendor must adhere to industry standards for account management, website protocols, data privacy, and solution architecture standards. Some of the requirements and preferences are list below:

Required	Preferred
Password complexity, history, lockout, and password change every 90 days.	Azure AD SSO capability
Administrative access to user creation, password resets, granular permissions	Azure AD Group management
Passwords are protected with strong cryptography during transmission and storage.	Capability for authentication to be based on two or more factors, including passwords or PIN, tokens or mobile devices, or biometrics.
System/session idle time out features have been set to 15 minutes or less.	
User accounts are temporarily locked-out after not more than six invalid access attempts.	
Once a user account is locked out, it remains locked for a minimum of 30 minutes or until a system administrator resets the account.	Automatic notification of lockouts to designated Administrator(s)
	Ability for IP restriction to limit where users can connect from
	Mobile app access with device access management

3. RFP Schedule

3.1. Schedule

The RFP Schedule below sets out milestone events and dates and is critical for Vendors interested in participating in this RFP. Notice of any change to the then-current RFP Schedule will be posted on the 2019 MBCP RFP Website.

Activity	Scheduled Date
Issuance of RFP	September 6, 2019
Deadline to Submit Questions	September 18, 2019 at 5:00 PM PPT
Posting of Responses to Questions	September 23, 2019
Responses due to MBCP	September 25, 2019 at 3:00PM PPT
Contract Awarded	October 4, 2019
Contract Negotiations and Execution	October

3.2. Modifications of RFP Schedule

Without limiting the generality of Appendix D, MBCP reserves the right to withdraw, suspend, cancel, or terminate this RFP, or to modify any term of this RFP, including, without limitation, any term concerning the RFP Schedule (including any date), at any time in its sole discretion. MBCP will post notice of any such action on the 2019 MBCP RFP Website.

4. RFP MILESTONES AND PROCESSES

4.1. RFP Questions

Vendors and other interested parties are encouraged to submit questions about this RFP, to the RFP Administrator (using the contact information provided above in Section 1.4). All questions regarding this RFP must be submitted by email. Interested parties are requested to submit questions as promptly as possible to ensure the timely receipt of MBCP's response.

Subject to MBCP's consideration of the confidentiality concerns, MBCP shall post all questions submitted by Vendors, as well as MBCP's responses to those questions, on the 2019 MBCP RFP Website. All questions will be posted anonymously. MBCP's objective in posting questions and answers is to afford Vendors equal access to information potentially relevant to their proposals. Vendors are urged to submit RFP questions to MBCP as early as possible, in consideration of the proposal submission deadlines. MBCP expects to provide answers only to questions posed on or before September 18th, 2019 deadline and that are specific to an actual proposal submission issue.

4.2. Evaluation Process Overview

After the required Proposal Deadline, the RFP evaluation will begin. The RFP evaluation process consists of two (2) phases. The first phase makes up the proposal evaluation process.

During Phase I, MBCP will develop a ranking of proposals based on the scoring matrices in Exhibit 1 (Portfolio Modeling Services) and Exhibit 2 (Portfolio Modeling Software and Support Services). All the proposals will be combined and reviewed based on economics, methodology, market experience, and other factors. Based on qualitative and quantitative assessments, proposals will be assigned a final proposal ranking.

Exhibit 1: Scoring Matrix for Portfolio Modeling Services

Category	Points
Price	30
Reporting Capabilities	20
Modeling Methodology	20
Assigned Personnel	15
Qualifications and Experience	10
Completeness of Proposal	5
Total	100

Exhibit 2: Scoring Matrix for Portfolio Modeling Software and Support Services

Category	Points
Price	30
Reporting Capabilities	20
Modeling Methodology	20
Training Process	15
Qualifications and Experience	10
Completeness of Proposal	5
Total	100

In Phase II, MBCP expects to negotiate the final terms of a Service Agreement with the awarded Vendor. Vendors whose proposals were not selected will be promptly notified and will have no subsequent participation in this RFP. Should negotiations fail with the awarded vendor, MBCP may contact the next highest scoring vendor.

4.3. Notification of Evaluation Results and Negotiations

After the completion of Phase I, the RFP Administrator will communicate to each Vendor the status of its proposal(s) and whether additional discussions or negotiations are warranted. MBCP expects to negotiate the final terms of a Service Agreement with one Vendor.

5. Proposal Package Requirements

5.1. Proposal Submission

The Proposal Submission Process requires each Vendor to submit to MBCP a completed Proposal Package, and responses to Appendix A, B, and C as applicable (collectively, the “Proposal Package”), in order to have its proposal evaluated under this RFP. Under the current schedule, the period during which a Vendor may submit a completed Proposal Package will end at 3:00 p.m. PPT on September 25, 2019.

To submit proposals, Vendors must deliver their completed Proposal Package to the RFP Administrator, by the required deadline, as (i) files attached to electronic mail or other electronic/digital media acceptable to MBCP or (ii) a digital form acceptable to MBCP (e.g., a

CD, a flash drive) delivered to the RFP Administrator by courier. Proposal information that is not properly addressed to and not timely received by the RFP Administrator will be considered undelivered. Proposals failing to provide complete responses as required may be considered non-conforming. Vendors should not send, and the RFP Administrator will not accept, paper copies of electronic proposals.

Vendor will bear the risk of any failure of Vendor to submit the completed Proposal Package by the required deadline as required by this RFP. Proposals for which Vendor does not submit all agreements, information, and material as required by this RFP may be considered non-conforming and eliminated from consideration.

5.2. Proposal Package Format

- Introduction and Executive Summary - Briefly describe the firm, its organization, and key personnel to be assigned to MBCP.
- Description of Proposed Services and Software – Describe implementation services, scope of work, and other applicable provisions as specified in this RFP.
- Pricing for Services – Describe the proposed pricing for all requested services.
- Financial, Technical, and Operational Qualifications – Demonstrate the firm’s financial viability, qualifications, and experience in providing the proposed services. Include supporting financial statements, references, project implementation timelines, sample reports, and other relevant information.

6. Appendix A Scope of Work

MBCP is seeking a portfolio modeling solution to aid in planning and procurement activities of the organization. MBCP is open to two types of services; Portfolio Modeling Services or Portfolio Modeling Software and Support Services. A scope of work for each service type is included in this Appendix A.

Option 1:

Portfolio Modeling Services

Implementation Services

- Gather portfolio information
 - Load Forecasts
 - Power Purchases
 - Portfolio Goals and Tolerances
 - Energy Programs
- Establish portfolio and reporting needs

Short-Term Modeling (5-year Outlook)

- Identify portfolio risks that may include, but not limited to;
 - Power prices
 - Congestion
 - Open Positions
 - Load Expansion/Departure
 - Generation Outages/Derates
 - Changes in regulatory and compliance requirements
 - Other factors that will influence portfolio performance
- Ability to model all generator technologies, including battery storage
- Ability to model MBCP load located in different CAISO regions (at a minimum NP15, SP15 and ZP26)
- Incorporate MBCP Programs
 - Examples include
 - EV Charger Buildout
 - Building electrification
 - Net Energy Metering
 - Virtual Power Plant Initiative
 - Energy Efficiency
- Provide Portfolio sensitivity analysis
- Report Cost of Energy, Margin at Risk, Value at Risk, Mark to Market Exposure, etc.

Long-Term Modeling (10-year Outlook)

The long-term model should provide the same data as listed above as well as the following;

- Annual Portfolio Emissions Estimate
- Number of unit curtailment hours per PPA and/or generator
- Track Annual RPS and Carbon Free targets
- Model to be updated to include latest available resource forecasts, including the CPUC's Reference System Portfolio, if applicable
- Model to be updated to include most recent transmission system forecasts, if applicable

Deliverables

- On-demand Short-Term Portfolio Performance Report including, but not limited to;
 - Value at Risk, Cost of Energy, Margin at Risk, etc.
 - Portfolio Position
 - RPS, SB100, and SB 350 positions
- Bi-annual Long-Term Portfolio Performance Report including, but not limited to;
 - Items requested for the Short-Term Portfolio Performance Report
 - Number of unit curtailment hours per PPA and/or generator
 - Track Annual RPS and Carbon Free targets
- Conference calls to review the Performance Reports

Option 2:

Portfolio Modeling Software and Support Services

Implementation Services

- Gather portfolio information
 - Load Forecasts
 - Power Purchases
 - Portfolio Goals and Tolerances
 - Energy Programs
- Establish portfolio and reporting needs
- Train MBCP staff

Ongoing Services

- Provide Software Upgrades (including updates to future resource portfolios for the entire grid, especially to reflect the CPUC Reference System Portfolio)
- Limited Modeling Support (4 hours per month)

Short-Term Modeling (5-year Outlook)

- Software should provide the same functions as requested under this header in Option 1

Long-Term Modeling (10 Year Outlook)

- Software should provide the same functions as requested under this header in Option 1

Deliverables

- None

7. Appendix B Service Fees

MBCP is requesting that Vendors submit a 2-year fixed fee price, with no annual escalator, for the services described in this RFP and Appendix A. MBCP will accept one price for Portfolio Modeling Services and/or one price for Portfolio Modeling Software and Support Services. In the case of individually priced modules the Vendor should list the modules and their respective pricing. For modeling services, the proposal should indicate whether there is a limit on the number of scenarios or runs to be provided each year.

Pricing should be based on the proposed services and not based on MBCP's customer count or annual load volumes.

8. Appendix C

MBCP Portfolio Overview

MBCP provides two distinct retail service offerings to participating customers. The default service option includes a renewable energy content that meets the minimum procurement requirements established under California's Renewables Portfolio Standard ("RPS") program, supplemented with hydroelectricity to provide a zero or very low carbon energy content. The retail generation rates associated with MBCP's default service option are equivalent, if not identical, to the tariffs charged by the incumbent electric utility, Pacific Gas and Electric ("PG&E"). A voluntary service option comprised of 100% renewable electricity is available to interested MBCP customers at \$0.01/kWh more than the MBCP default tariff. MBCP reserves the right to change its portfolio energy mix and/or rate structure in the future and would expect the awarded vendor to accommodate such changes.

Currently, peak demand for the MBCP Program is approximately 500 MW; annual energy requirements are approximately 3,000 GWh; and MBCP's retail service accounts total approximately 271,000.

The anticipated addition of SLO and Morro Bay in 2020 is projected to increase peak demand by approximately 40 MW; annual energy requirements by approximately 250 GWh; and MBCP's retail service accounts by approximately 30,000. These projections assume that 5% of prospective MBCP customers in the expansion area will opt-out of (i.e., not participate in) the Program, electing to continue bundled service with PG&E instead.

The anticipated addition of the Cities of Del Rey Oaks (Monterey County), Arroyo Grande, Grover Beach, Paso Robles and Pismo Beach (SLO County), Carpinteria, Goleta, Guadalupe and Santa Maria, and Santa Barbara County in 2021 is projected to increase peak demand by 325 MW; annual energy requirements by approximately 2,000 GWh; and MBCP's retail service accounts by approximately 175,000. These projections assume that 5% of prospective MBCP customers in the expansion area will opt-out of (i.e., not participate in) the Program, electing to continue bundled service with PG&E instead.

9. Appendix D Proforma Service Agreement

MBCP is providing our Standard Service Agreement as a separate Word document on the MBCP Website, <https://www.mbcommunitypower.org/solicitations/>. Please contact the RFP Administrator if you have any questions.

Vendors are encouraged to review and provide redline comments as part of the Proposal Package.

10. Appendix E Reservation of Rights

1. Reservation of Rights

MBCP expressly reserves the right at any time to:

- Waive any defect or informality in any response, proposal, or proposal procedure;
- Reject any or all responses;
- Reissue a Request for Proposal;
- Procure any service by any other means;
- Extend deadlines for accepting responses, or accept amendments to responses after expiration of deadlines; or
- Determine that no Project will be pursued.

Each of the foregoing rights (including any right listed in a series of rights) may be exercised individually by MBCP or any director, officer, employee, or authorized agent or representative of MBCP or its of their respective parent. The reservation of rights contained herein is in addition to all other rights reserved or granted to MBCP or any of its Affiliates elsewhere in this RFP or otherwise held by or available to MBCP or any of its Affiliates.

2. No Warranties or Liabilities

BY PARTICIPATING IN THE RFP PROCESS, EACH VENDOR AGREES THAT, EXCEPT TO THE EXTENT CONTAINED IN A SERVICE AGREEMENT WITH VENDOR:

- (A) ALL MATERIAL AND OTHER INFORMATION FURNISHED BY OR ON BEHALF OF MBCP OR ANY OTHER AFFILIATE OF MBCP IN CONNECTION WITH THIS RFP IS PROVIDED WITHOUT ANY REPRESENTATION OR WARRANTY OF ANY KIND, INCLUDING, WITHOUT LIMITATION, ANY REPRESENTATION OR WARRANTY AS TO THE ACCURACY OR COMPLETENESS OF SUCH INFORMATION, AND
- (B) MBCP, ITS AFFILIATES AND THEIR RESPECTIVE DIRECTORS, OFFICERS, MEMBERS, PARTNERS, EMPLOYEES, AGENTS, REPRESENTATIVES AND ADVISORS SHALL HAVE NO LIABILITY TO ANY VENDOR, ANY OF ITS AFFILIATES, OR ANY OF THEIR RESPECTIVE DIRECTORS, OFFICERS, MEMBERS, PARTNERS, EMPLOYEES, AGENTS, REPRESENTATIVES, ADVISORS, LENDERS, OR INVESTORS RELATING TO OR ARISING FROM THE USE OF OR RELIANCE UPON ANY SUCH INFORMATION, ANY ERROR OR OMISSION THEREIN, OR OTHERWISE IN CONNECTION WITH THIS RFP.

3. Acceptance of Proposals

Without prejudice to MBCP's rights under the Proposal Submission Agreement or at law or in equity, no proposal submitted by any Vendor shall be deemed accepted by, or otherwise binding upon, MBCP or any of its Affiliates and MBCP, its Affiliates and their respective directors, officers, members, employees, agents and representatives shall have no obligation or liability of any kind with respect to any such proposal or otherwise in connection with this RFP, unless and until a Service Agreement has been mutually executed and delivered by MBCP or any of its Affiliates and Vendor, and then such obligation or liability shall exist only if and to the extent expressly set forth or provided for therein or in another signed, binding written agreement entered into by MBCP or any of its Affiliates and Vendor. Notwithstanding anything to the contrary in this RFP, all proposals delivered to MBCP shall become the sole and exclusive property of MBCP upon receipt, and MBCP shall have all rights and privileges of ownership of such property, subject to any provision of this RFP relating to confidentiality and any applicable confidentiality or other signed, binding written agreement between MBCP and Vendor executed in connection with this RFP process.

4. Vendor Costs and Expenses

Each Vendor is solely responsible for all costs and expenses it incurs in connection with this RFP. Through its participation in this RFP, each Vendor agrees that under no circumstance, including, without limitation, MBCP's withdrawal from or suspension, cancellation, or termination of the RFP process, will MBCP, any of its Affiliates or any of their respective directors, officers, members, partners, employees, agents, representatives or advisors have any responsibility or liability of any kind to Vendor, its Affiliates or any of their respective directors, officers, members, partners, trustees, employees, agents, representatives, advisors or lenders for any cost or expense directly or indirectly incurred by Vendor (no matter how incurred) in connection with the RFP process. Nothing in this Section 4 shall be construed to limit the generality of Section 2 above.

5. Vendor Disclosure of RFP Information

No Vendor may, without the prior consent of MBCP, disclose to any other Person (except MBCP staff) its participation in the RFP process (other than by attendance at any meeting to which more than one participant is invited by MBCP, which attendance in and of itself will not violate this provision of this RFP). Further, no Vendor may disclose, collaborate on or discuss with any other Person (except MBCP staff) bidding strategies or the substance of proposals, including, without limitation, the price or any other terms or conditions of any contemplated, indicative or final proposal. Any such disclosure, collaboration or discussion would violate this RFP and the Proposal Submission Agreement and may result in the rejection of Vendor's proposal or elimination of Vendor from further participation in this RFP.

6. Confidential or Proprietary Vendor Information

All responses, inquiries, and correspondence related to this RFP, or this RFP process, as well as all other materials produced by Vendor that are submitted as part of the submittal will become the property of MBCP when received by MBCP and may be considered public information under applicable law. Any confidential or proprietary information in the submittal must be identified as such and marked “CONFIDENTIAL INFORMATION” OR “PROPRIETARY INFORMATION.” MBCP will not disclose confidential or proprietary information to the public, unless required by law; however, MBCP cannot guarantee that such information will be held confidential. As a California government entity, MBCP is subject to the California Public Records Act and other public transparency laws and, as such, cannot guarantee the confidentiality of information marked confidential or proprietary. MBCP will respond to requests for disclosure of records related to this RFP in accord with applicable law on disclosure requirements and exemptions to disclosure. In the event MBCP is required to release confidential or proprietary information, it shall notify the affected Vendor such that the Vendor may attempt (if it chooses), at its sole cost to cause the requesting member of the public to treat such information in a confidential manner, and/or to prevent such information from being disclosed or otherwise becoming part of the public domain.

7. Vendor Acceptance of this Appendix D

By participating in the RFP process, each Vendor agrees that it will be deemed to have accepted all the rights and terms included in this Appendix D and to have agreed that its participation in the RFP is subject to such rights and terms. MBCP is conducting this RFP and participating in the RFP process in reliance upon the foregoing agreement.