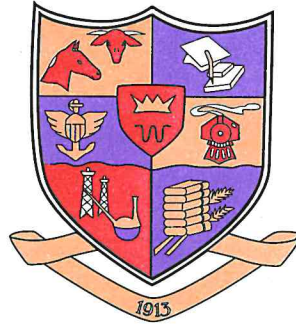


RUDY MADRID
County Judge



COUNTY of KLEBERG
KINGSVILLE, TEXAS

BIDS

Kleberg County
P.O. Box 752
Kingsville, Texas 78364-0752
Phone: (361) 595-8585
Fax: (361) 592-0838
E-mail: rmadrid@co.kleberg.tx.us

Kleberg County is seeking bids for Electric Providers.

Bid packets can be obtained at the County Judge's office at 700 E. Kleberg, Kingsville, Texas 78363.

E-mail requests for packets can be sent to fgarcia@co.kleberg.tx.us. Bids should be submitted in a sealed envelope to the office of Kleberg County Judge, Rudy Madrid at 700 E. Kleberg, Kingsville, Texas 78363 before **10:00 a.m. on Friday, August 25, 2023**. Questions or requests pertaining to proposals may be directed to the County Judge's office, telephone number 361-595-8585. We welcome your bid and/or your attendance at the bid opening.

BIDS WILL BE OPENED ON:
MONDAY, August 28, 2023 AT 1:30 p.m.
COURTHOUSE ANNEX, LAW ENFORCEMENT CENTER
1500 E. KING
KINGSVILLE, TEXAS 78363

Kleberg County reserves the right to reject any or all bids and/or to accept the bid most advantageous to Kleberg County.

Rudy Madrid
COUNTY JUDGE

Request for Proposal – Electric Service
Kleberg County, TX 78363
Bids due: 8/25/2023

1. Background:

Kleberg County, TX is seeking proposals from qualified Retail Electric Providers (REPs) for electric service to meet the electricity requirements of all of its accounts. The service shall begin on the first meter reading on or after .

Kleberg County has over **120** Electric Service Identifiers (ESI IDs).

The provision of a safe, reliable and high-quality electricity supply is essential to the Kleberg County.

Kleberg County seeks a REP that is prepared to provide a reliable supply of electricity, associated services and a high level of customer service. The pricing options submitted by REPs to this RFP for these services must be competitively priced and offer ongoing value to Kleberg County.

2. General Provisions

a. Power Supply

- i. The REP is expected to supply the included ESIs' firm, total electricity supply requirements. The successful REP will have full responsibility for meeting any and all load following requirements and for supplying all line losses and providing all necessary Electric Reliability Council of Texas (ERCOT) ancillary services. All of the aforementioned responsibilities/services must be included in the pricing proposal.
- ii. In the event REP fails to properly schedule all of Kleberg County's electricity requirements with ERCOT, the REP shall be responsible

for the full replacement cost of power to serve Kleberg County's loads.

b. Proposal Submission Date

- i. Proposals must be delivered **no later than 10:00 a.m. on 8/25/2023** Late proposals will not be accepted. Kleberg County reserves the right to issue additional instructions or requests for additional information, which may extend this due date, should it be determined by Kleberg County as being in its best interest.

c. Format of Proposal

- i. All proposals should contain all the required information in this RFP to allow Kleberg County to properly evaluate the submission.

d. Inquiries/Contact Information

- i. All questions regarding this RFP must be made in writing to:
 - 1. fgarcia@co.kleberg.tx.us

3. Pricing and Term

- a. Pricing shall be based on service beginning on the first meter readings on or after **10/1/2023**. Offers should be for 12, 24, 36, and 48 months.
- b. Price quotes must conform to the pricing schedule included as Attachment A.
- c. Pricing should anticipate net 30 days payment terms. However, if your firm offers any form of early pay discounts, or pre-pay discounts, please indicate those options in your proposal.

4. Statement of Qualifications

The qualifications and operational capabilities of prospective energy suppliers are fundamental criteria, which Kleberg County will assess in selecting a preferred REP.

Each proposal should include all of the following information:

- a. A short description of the REP's corporate (or other) entity that will be supplying electric power. Include a list of Texas offices and the contact information for the REP's primary representative.
- b. A description of the REP's ownership structure and a list of any affiliate companies doing business in Texas.
- c. A copy of REP's most recent audited financial statements, and current debt rating for the entity that will be supplying the power (the REP) or for the entity that provides credit assurance to the REP. If the REP is relying on a parent's credit for qualification, a parental guarantee must be included.
- d. A general summary of existing electric capacity under contract within ERCOT (location, term and amount under contract).
- e. Information on the number of meters currently being served by REP. The number does not have to be exact and can be rounded to the nearest 100 meters.
- f. A statement agreeing to Kleberg County's Contract – Terms and Conditions contained in RFP. If REP would like to propose amendments to this document please provide them in an editable redlined electronic format.
- g. REP must provide assurances of timely meter switches. The contract must contain a provision that ensures that if the REP does not switch any meters on time, the REP is responsible for the cost difference between the price paid to REP that served the ESI ID on a transition rate and the contract price. In no event will a delayed switch, extend the end date of the contract for the late changed meter(s).
- h. Please provide a mock-up of your firm's proposed invoice under your billing system.
 - i. REP must provide one bill per month per ESI ID.

- ii. Invoices can be delivered all in one envelope per day OR can be sent in an electronic file only (PDF or TIF image file formats), with each invoice for each ESI ID as a separate file.
- i. This electronic version can be sent via email.
- j. Reference list of current electric customers in Texas. This list should contain no less than three (3) clients which may be contacted as a reference, and should preferably include at least one (1) public agency.
- k. Description of your customer service and management programs and processes, which would be available to Kleberg County
- l. Details on how REP will ensure the generation of timely and accurate electricity bills. This is very important to Kleberg County. No partial billings if possible. If, for some reason the TDSP data is not received with all the data needed to generate the invoice at the planned time then the County will ask the REP to agree, in the contract, to delay their bill by up to 10 days in an effort to issue as accurate an invoice as possible. Estimated invoices and true-ups are extremely difficult for the County to manage.
- m. Respondent **must be** a Registered Retail Electric Provider by the Public Utility Commission of Texas or have legislative authority to sell Electricity in Texas. Please provide your Certification number, if applicable, in your response.

5. Selection Process

a. Overview

- i. This RFP contemplates a multi-step selection process, commencing after receipt of proposals, and concluding, if it is in the best interest of Kleberg County, with the signing of a power supply contract(s) to serve the County's ESI IDs. It is the County's intent to determine the best value offer for the County.
 - 1. Step one will consist of a thorough review of the respondent's qualifications utilizing economic and non-economic criteria

2. Step two will allow for Kleberg County to request and receive clarifications of the REPs proposals, if necessary
3. Step three will be to shortlist the REPs based upon the evaluation criteria below
4. Step four will consist of negotiations with one or more of the finalists
5. Step five consists of requesting final, transactional offers from one or more finalists
6. Step Six will be the awarding and execution of a contract with the respondent which is deemed most advantageous to Kleberg County.

Kleberg County reserves the right to accept any Proposal, reject any or all Proposals, re-solicit other Proposals, and to issue a new RFP in the event that all Proposals are rejected, or that Kleberg County deems otherwise appropriate. Such a determination will be based solely on the judgment of Kleberg County. Kleberg County has no obligation to inform any Respondent of the factors Kleberg County may consider in reaching such judgments. Kleberg County reserves the right to revise this RFP, including the desired specifications and requirements for Proposals, at any time. Kleberg County further reserves the right to accept Proposals other than the lowest cost Proposal. REPs should recognize that factors other than cost, as previously mentioned, will be considered during the Proposal evaluation process.

RUDY MADRID
COUNTY JUDGE

Attachment A

Bid Sheet

Use one (1) bid sheet for each Product Type Offered

<u>Company:</u>	12 Mo	24 Mo	36 Mo	48 Mo
<u>Product Type:</u>				
Monthly Meter Fee				
Monthly Cust Svc Chg				
Other Monthly Fixed Chgs				
TOTAL Monthly FIXED				
<u>kWh Breakdown</u>				
Energy Cost				
Delivery Cost				
Applicable Taxes				
TOTAL Monthly VARIABLE				