

REQUEST FOR PROPOSALS

Natural Gas Distribution Pipeline & Utility Service

Towns of Cumberland, Falmouth and Yarmouth

Purpose and Scope

The Towns of Cumberland, Falmouth and Yarmouth are seeking proposals from utility companies to design, construct and operate a natural gas pipeline to serve residential, institutional and commercial users in all three communities.

Schedule

The timeline below highlights the meetings and work completed to date:

October 31, 2011	Preliminary discussion with Town Managers and local Representatives
December 15, 2011	Entered into agreement for consulting with Competitive Energy Services
March 13, 2012	Presentation of Distribution Options from Competitive Energy Services
April 10, 2012	Joint Workshop of Town Managers and Council representatives
July 18, 2012	Joint Workshop of Town Managers and full Councils to hear presentation of peer review from Woodard & Curran Engineers (Attachment A)
July 24, 2012	Meeting with Town Managers and Summit Utilities
September 5, 2012	Meeting with Town Manager and Maine Natural Gas
September 6, 2012	Meeting with Town Managers and Unitil
October 2012	Joint meeting of Town Councils to hold public hearing and consider and authorize the issuance of this RFP
October 29, 2012	Request for Proposals Issued
January 25, 2013	<i>Proposals due</i>

Company Information and Statement of Qualifications

Please provide details and any relevant documentation of the following:

- Corporate Structure to include primary and secondary businesses
- Location of Offices and Maintenance Facilities in Maine
- Key Officers of primary and secondary businesses
- Summary of previous experience providing natural gas resources to communities of similar geographic area, population and potential customer base
- Summary of previous experience working with Maritimes & Northeast Pipeline
- Approval to furnish service from PUC – existing, pending or necessary to offer service to the Yarmouth, Cumberland, Falmouth communities.

Requirements for Proposal

Proposals must, at a minimum, address the following considerations:

- Location of proposed substation and distribution line – including real estate acquisition and construction costs and tax implications, where applicable
- Saturation goal and proposed timeline in each community for institutions, residences and businesses (GIS Data available in Arcview 9.3 with accompanying EXCEL attributes table. See Attachment B)

- Pricing structure model (i.e. geographical/surcharge and/or contribution in aid of construction) and definitions for Institutional, Commercial and Residential Users
- Regulatory process – timeline and requirements to receive authority required for proposed model
- Public outreach – resources available to assist Towns in educating residents and proposed time commitment to assist in that effort

Town Participation

The Towns of Cumberland, Falmouth and Yarmouth are committed to collaborating with each other and/or with the selected utility company to provide natural gas to as many residences and businesses in each community as possible. The Towns intend to develop, review and consider the creation of a municipal utility district or similar entity or contractual agreement(s) to compare private sector and public sector gas system models. To that end, the three towns will develop a common road opening permit process and work in partnership with the selected utility company throughout the construction process to the extent necessary and practicable.

Evaluation Criteria:

A committee consisting of the Town Manager and one Town Councilor from each community will review each proposal based on the following criteria:

- 33% Saturation Plan
- 33% Pricing structure, capacity, schedule and related considerations.
- 33% Previous Experience in similar communities, with marketing/saturation, safety, customer service, reliability, pricing, public outreach and similar concerns.

The proposal review committee may opt to conduct interviews after reviewing the proposals in order to gather more information on one or more of the proposal criteria. The Town Councils of the three communities will endeavor to agree by consensus on a selection of a preferred options and partnership plan with one of the proposers, or a municipal entity, on or before February 1, 2013.