ALBUQUERQUE PUBLIC SCHOOLS
REQUEST FOR PROPOSAL

RFP #25-067CG

RFP TITLE: Natural Gas Delivery

NIGP Commodity Code: 40513,96261,43020,91063,91179

RFP Schedule

Action	Date & Time
RFP Issued	March 18, 2025
READ ALL DOCUMENTS: Offerors must familiarize themselves with all documents contained herein; it is mandatory that all submitted offers be in compliance with all the provisions contained in the Request for Proposal. Offerors should promptly notify the Buyer of any ambiguity, inconsistency, error, or missing attachments which they may discover upon examination of the RFP.	
Deadline for Questions	March 27, 2025 @ 5:00pm (local time)
Submit all questions to vendor registry and copy charlotte.gensler@aps.edu. Include in the email header title of RFP 25-067CG	
RFP Due Date and Time	April 9, 2025 @ 3:00pm (local time)
Proposals must be received by the due date and time. No late proposals will be accepted. The only acceptable evidence to establish the time of receipt is the date/time stamp from electronic bidding system (Vendor Registry.	
Evaluation of Proposals	TBD
Contract Negotiations	TBD

RFP Buyer Contact Information

Name	Charlotte Gensler
Phone Number	(505) 880-2591
E-Mail	Charlotte.gensler@aps.edu
Any inquiries or requests regarding clarification of this RFP document shall be submitted to the buyer in writing. Offerors may contact ONLY the buyer regarding the terminology stated in the procurement documents. Any other communication will be considered unofficial and non-binding.	

RFP Submittal

Proposals must be submitted electronically via electronic bidding system (Vendor Registry) by required date and time as noted on RFP document.

https://vrapp.vendorregistry.com/Vendor/Register/Index/albuquerque-public-schools-nm-vendor-registration

Offerors understand and agree that technical support may not be readily available the day of and or the hours/minutes prior to due date and time. Offerors also understand and agree that internet access, browsers, and operating systems are not supported by the District and/or its agents. **Offerors are strongly encouraged to review, create, and submit all electronic RFP responses several days in advance of the due date and time.**

RFP Term

Albuquerque Public Schools reserves the right to enter into 8 (eight) year contract with the awarded Offeror(s).

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OFFEROR'S GENERAL INSTRUCTIONS

1. **READ ALL DOCUMENTS:** Offerors must familiarize themselves with all documents contained herein; it is mandatory that all submitted offers be in compliance with all the provisions contained in the Request for Proposal. Offerors should promptly notify the Buyer of any ambiguity, inconsistency, error, or missing attachments which they may discover upon examination of the RFP.

2. **CONE OF SILENCE:** APS has adopted a "Cone of Silence" to enforce its commitment to ethical procurement standards and improve accountability and public confidence. The Code of Silence prohibits any communication regarding a competitive procurement solicitation between any person who seeks an award from the District, including potential vendors or vendor's representative and APS Board Members, the Superintendent, senior staff members, principals, department heads, directors, managers or other District representative who have influence in the evaluation or selection process.

3. **OFFICIAL CONTACT:** Offerors may contact **ONLY** the Buyer regarding the terminology stated in the procurement documents. Other APS employees do not have the authority to respond on behalf of APS.

   Offerors **MAY NOT** contact other APS departments, employees or the evaluation committee. Any contact with an APS department, employee or evaluation committee member may result in rejection of any proposal.

   Any other verbal communication will be deemed unofficial and non-binding. Communication directed to parties other than the Buyer will have no legal bearing on this RFP or the resulting contract(s). Any response made by APS will be provided in writing to all Offerors by addendum; no verbal responses shall be authoritative.

4. **WRITTEN QUESTIONS:** Potential Offerors may submit written questions to the Buyer as to the intent or clarity of this RFP. All written questions must be addressed and submitted to the Buyer **NO LATER** than the date and time specified in this RFP. All times are subject to the local time zone. The Buyer will respond in a timely manner subject to the complexity of the questions. Buyer will **ONLY** respond to the written questions submitted and receive on or prior to the deadline in this RFP.

5. **SUBMISSION:** The submission of a proposal constitutes a representation by the Offeror that the Offeror has made all appropriate examinations, investigations, and analysis and has made provision as to the cost thereof in submitted proposal. By responding to this RFP, Offerors acknowledge and agree to the terms and conditions set form in this RFP.

6. **ELECTRONIC RFP DOCUMENTS:** This RFP is being made available by electronic means. In the event of conflict between a version of the RFP in the Offeror' s possession and the version maintained by APS, the Offeror acknowledges that the version maintained by APS on the APS procurement website shall govern.

7. **INCURRING COSTS:** Any cost incurred by the potential Offeror in preparation, transmittal, and/or presentation of any proposal or material submitted in response to this RFP shall be borne solely by the Offeror. If applicable, any cost incurred by the Offeror for set up and demonstration of the proposed equipment and/or system shall be borne solely by the Offeror.

8. **PUBLIC RECORDS ACT:** Albuquerque Public Schools is a governmental entity subject to the State of New Mexico Inspection of Public Records Act (IPRA). Proposals submitted to APS as a result of a formal procurement solicitation are subject to release as a public information request. If an Offeror believes that its response or parts of its response may be exempted from disclosure under New Mexico law, the Offeror may mark the pages "confidential" for consideration to exemption. APS reserves the sole right to determine exemptions.

9. **PROPOSAL OFFER FIRM:** Responses to this RFP, including proposal prices for services, will be considered firm for one hundred twenty (120) days after due date. If a best and final offer is requested, the offer is good for ninety (90) days after receipt of best and final offer.

10. **FORMS AND ATTACHMENTS:** It is the responsibility of every Offeror to ensure they have downloaded the latest version of each RFP, including any addendum(s) which may have been issued and posted on the APS Procurement Department Website.

11. **ADDENDUM(S):** No Addendum will be issued later than **FIVE (5)** days prior to the date for receipt of proposals, except an Addendum withdrawing the RFP or one which extends the date for receipt of proposals.

    Offerors should revisit the website (http://www.aps.edu/procurement), then select, "See Current Bids and RFPs") prior to the due date before submitting their proposal to Albuquerque Public Schools. All addendums must be acknowledged in the submitted proposal.

12. **CORRECTIONS:** Corrections shall be initialed in ink by the Offeror signing the proposal. Offerors will be allowed to withdraw their proposals at any time prior to the deadline for receipt of proposals. The Offeror must submit a written withdrawal request to withdraw their proposal. The approval or denial of withdrawal requests received after the deadline for receipt of the proposals is governed by the applicable procurement regulations.

13. **EXCEPTIONS:** Any exceptions to the scope of work and/or specifications shall be listed separately in the submitted proposal and unless otherwise stated, specifications and/or scope of work attached are the minimum requirements. Minor deviations to the specifications as listed, may be considered.

    The Buyer, after review of the proposals may request clarifications on information submitted by any and all Offerors in a written format, with a specified deadline for response.

14. **DISTRICT DISCRETION**: The District hereafter referred to as APS reserves the right, pursuant NMSA 1978, §13-1-132, in its sole discretion to waive minor informalities in proposals submitted provided that such informalities have no effect on price, quality, quantity or any matter to be evaluated in making a selection and confer no material advantage on the Offeror whose nonconformity is waived. APS reserves the right to add to or delete from the Scope of Work set forth in this RFP.

15. **BRAND NAMES:** Pursuant to NMSA 1978, §13-1-168, where a brand-name or equal specification is used in a solicitation, the use of a brand name is for the purpose of describing the standard of quality, performance and characteristics desired and is not intended to limit or restrict competition pursuant to NMSA 1978 §13-1-168. If a vendor proposes an "equal" to scope of work/specifications, APS is the sole interpreter of the scope of work/specifications and sole judge as to whether the "equal" proposed complies with the scope of work/specifications

16. **OFFEROR QUALIFICATIONS:** The Evaluation Committee may make such investigations as necessary to determine the ability of the potential Offeror to adhere to the requirement specified within this RFP. The Evaluation Committee may reject the proposal of any potential Offeror who is deemed not

to be a responsible Offeror or fails to submit a responsive offer as defined in NMSA 1978, §13-1-83 and §13-1-85.

17. **AWARD:** APS reserves the right to award all, part or none of the Scope of Work set forth in this RFP. This procurement in no manner obligates Albuquerque Public Schools until a valid signed contract and/or valid Purchase Order is executed.

18. **PREFERENCES:** RFPs may be awarded preference in compliance with NMSA 1978, §13-1-21 for New Mexico In-State Resident Business or Native America Resident Business or Resident Veteran Business or Native American Resident Veteran Business. Offerors shall include in their proposal a copy of the certificate issued by State of New Mexico Taxation & Revenue. If Proposal is Joint Venture, Offeror shall state in submitted offer the percentage of work that will be performed by Resident Business and/or Resident Veteran Business.

19. **PLEASE NOTE: An Offeror cannot be awarded multiple preferences such as resident preference and a resident veteran business preference. TIMELY SUBMISSIONS:** All Offeror proposals must be received for review and evaluation no later than the time and date specified in this RFP.

    Important Information: Albuquerque Public Schools Online Bidding System (Vendor Registry) utilizes the Internet and the World Wide Web which is comprised of systems that are completely out APS's control including but not limited to: the District, its agents, and registered suppliers' respective internet service providers. The District and its agents are not responsible for Internet outages, hardware failures, software failures, downtime, internet slowness, acts of God, power failures, and or user errors. All proposals must be submitted before the due date regardless of your organization's ability to submit proposals online. It is the suppliers' responsibility to ensure that RFP offers arrive before the due date and time.

    Proposers understand and agree that technical support may not be readily available the day of and or the hours/minutes prior to a bid closing time (Due Date/Time). Proposers also understand and agree that internet access, browsers, and operating systems are not supported by the District and/or its agents. **Suppliers are strongly encouraged to review, create, and submit all electronic RFP responses several days in advance of the due date and time.** If you have any questions contact the Buyer listed on the RFP documents for assistance.

20. **EXTEND SUBMISSION TIME:** APS may in its sole discretion extend the time for the submission of bids upon a finding that it is in the interest of APS to do so. Such extensions shall be by addendum(s), which may be issued before or on the submission due date.

21. **RFP CANCELLATION OR REJECTION:** In accordance with NMSA 1978, §13-1-131, this RFP may be canceled or proposals may be rejected in whole or in part when it is in the best interest of Albuquerque Public Schools.

22. **RFP OPENING:** Submitted proposals shall not be publicly opened. The contents of the proposals shall not be disclosed during any negotiations that may occur. A public log will be kept of the names of all Offeror organizations that submitted proposals. Pursuant to NMSA 1978, §13-1-116, the contents of proposals shall not be disclosed to competing potential Offerors during the negotiation process. The negotiation process is deemed to be in effect until the contract is awarded pursuant to this Request for Proposals. Awarded in this context means the final required APS signature on the contract(s) resulting from the procurement has been obtained.

23. **RESPONSIBLE AND RESPONSIVE OFFER:** APS may reject the proposal of any potential Offeror who is not a responsible Offeror or fails to submit a responsive offer as defined in NMSA 1978, §13-1-83

and §13-1-85.

24. **SOLE RESPONSE:** Any sole response that is received may be rejected by APS depending on available competition and timely needs of APS. APS reserves the right to award the contract to the responsible Offeror submitted responsive proposals most advantageous and in the best interest of APS.

25. **NEGOTIATIONS:** APS reserves the right to discontinue negotiations with any Offeror.

26. **MULTI-AWARD:** APS reserves the right to multi-award contracts as necessary for adequate delivery or service in accordance with NMSA 1978, §13-1-153.

27. **AFTER AWARD:** After final contract is negotiated, approved and awarded, all proposal documents pertaining to this procurement will be open to the public, except for the material, which is proprietary or confidential.

    The Procurement Department might not disclose or make public any pages of a proposal on which the Offeror has stamped or imprinted "**Proprietary**" or "**Confidential**" subject to the following requirements.

    Proprietary or confidential data shall be readily separable from the proposal in order to facilitate eventual public inspection of the non-confidential portion of the proposal. Confidential data is normally restricted to confidential financial information concerning the Offeror' s organization and data that qualifies as trade secret in accordance with the Uniform Trade Act, NMSA 1978, §57-3A-7. The price of products offered or the cost of services proposed shall not be designated as proprietary or confidential information.

28. **APS SCHOOL BOARD APPROVAL:** The award of this contract is not final until approved by the APS School Board (if applicable) and/or contract is signed by both parties.

29. **DEFINITIONS:** Definition of Terminology: This section contains definitions that are used throughout this procurement document, including appropriate abbreviations.
    "**Agency**" shall mean Albuquerque Public Schools (APS)

    "**Award of Contract**" shall mean a formal written notice by APS that a firm(s) has/have been selected to enter into a contract for services.

    "**Contract**" shall mean an agreement for the procurement of items of tangible personal property or services.

    "**Contractor**" shall mean the successful Offeror.

    "**Determination**" shall mean the written documentation of a decision of a procurement manager including findings of fact required to support a decision. A determination becomes part of the procurement file to which it pertains.

    "**Desirable**" the terms "**may**", "**can**", "**should**", or "**prefers**" identify a desirable or discretionary item or factor.

    "**Evaluation Committee**" shall mean a body constituted to evaluate proposals and make selection recommendation.

    "**Finalist**" is defined as an Offeror who meets all the mandatory specifications of the RFP and whose score on evaluation factors is sufficiently high to qualify that Offeror for further consideration by the Evaluation Committee.

    "**Mandatory**" the terms "**must**", "**shall**", "**will**", "**is required**", or "**are required**", identify a mandatory item or factor. Failure to meet a mandatory item or factor will result in the rejection of the Bidder's bid.

"**Offer**" – the term means "proposal", "solution", means all documents submitted to APS responding to RFP.

"**Offeror**", "**Bidder**", or "**Proposer**" is any person, corporation, or partnership who chooses to submit a proposal in response to this RFP.

"**Owner**" shall be Albuquerque Public Schools.

"**Purchase Order**" shall mean the document, which directs a Contractor to deliver items of tangible personal property or services pursuant to an existing contract.

"**Request for Proposal**" or "**RFP**" means all documents, including those attached or incorporated by reference, used for soliciting proposals.

"**Responsible Offeror**" shall mean an Offeror who submits a responsive bid and who has furnished, when required, information and data to prove that its financial resources, production or service facilities, personnel, service reputation and experience are adequate to make satisfactory delivery of the services or items of tangible property described in the RFP.

"**Responsive Offer**" or "**Responsive Proposal**" shall mean a bid, which conforms in all material respects to the requirements set forth in the RFP.

TERMS AND CONDITIONS

1. **APPLICABILITY:** These terms and conditions are applicable and form a part of the resulting contract documents, and each purchase order issued for good and/or services included in the scope of work and proposal forms issued herewith.
2. **TERM:** APS reserves the right to procure the services/goods as described in this RFP and enter into a contract as described on RFP front cover.
3. **REQUEST(S) NOT DEFINED IN SCOPE OF WORK:** Contractor shall be held responsible to **NOT** fill requests which are clearly beyond the defined scope of this contract. Should such requests occur, Contractor has the responsibility of calling such violations to the attention of the APS Procurement Officer.
4. **ASSIGNMENT:** It is mutually understood and agreed that the successful Offeror(s) shall not assign, transfer, convey, sublet or otherwise dispose of the purchase order, contract, or his/her right, title of interest therein, or power to execute such purchase order or contract to any other person, company or corporation without the previous written consent of APS.
5. **NO MINIMUM GUARANTEE:** Albuquerque Public Schools does not guarantee a minimum amount of purchases in conjunction with award of this request for proposals.
6. **PURCHASE ORDER REQUIRED:** A purchase order commitment represents an obligation to pay a vendor for future delivery of goods and/or services. No payments will be made for work performed or goods delivered before a Purchase Order is issued by APS Purchasing Department. Vendors who commence work before they have received a valid purchase order do so at their own risk and payment is not guaranteed. Purchase Orders are issued by APS and submitted electronically to the vendor by email.
7. **PRICING ESCALATION (if applicable):** Price escalation may be considered once per year and only upon receipt of written request from Contractor stating reason(s) for escalation and the amount being requested. Justifying documentation **MUST** accompany price escalation request.
8. **TAXES:** APS holds a Class 9 Nontaxable Transaction Certificate and is exempt from payment of taxes on tangible personal property. A NTTC will be issued upon request.
9. **NON-APPROPRIATION:** APS' obligation to make payment under the terms of this RFP is contingent upon its appropriation of sufficient funds to make those payments. If APS does not appropriate funds for the continuation of this procurement, this procurement will terminate upon written notice of that effect to the Contractor. APS determination that sufficient funds have not been appropriated is firm, binding and not subject to review.
10. **PROCUREMENT CODE:** The Procurement Code, NMSA 1978, §13-1-28 through §13-1-199, imposes civil and misdemeanor criminal penalties for its violation. In addition, the New Mexico Criminal Statutes impose felony penalties for bribes, gratuities, and kickbacks.
11. **PROCUREMENT UNDER EXISTING CONTRACTS**: In accordance with NMSA 1978, §13-1-129, Offerors are hereby notified that other governmental entities within the State of New Mexico, or as otherwise allowed by their respective governing directives, may contract for services with the awarded Offeror. Contractual engagements accomplished under this provision shall be solely between the awarded Offeror and the contracting entity with no obligation by Albuquerque Public Schools
12. **TERMINATION:** Either party may terminate this contract as follows:

    A. Termination by the Contractor

1. The Contractor may terminate this contract **only** if Albuquerque Public School District fails to comply with any provisions of this contract and after receiving notice of the noncompliance APS fails to cure the noncompliance within ten (10) days, or
2. By written mutual agreement between the Contractor and APS.

B. Termination by APS

1. For Cause

a. The occurrence of either one of the following events will justify termination for cause:

i. Contractor's persistent failure to perform the work in accordance with the contract documents (including but not limited to, failure to supply sufficient skilled workers or suitable materials or equipment).
ii. Contractor's violation in any substantial way of any provisions of this contract.

b. If either one of the events identified above occur, APS may, after giving Contractor (and the surety, if any) ten (10) days written notice, terminate the service of Contractor, exclude Contractor from site, and take possession of the work. Contractor shall be paid for project costs incurred up to the date of termination but shall not be paid for loss of profits resulting from such termination.

c. Where Contractor's services have been so terminated by APS, the termination will not affect any rights or remedies of APS against Contractor then existing or which may thereafter accrue. Any retention or payment of moneys due the Contractor by APS will not release the Contractor from liability.

2. For Convenience

a. Upon ten (10) days written notice to Contractor, APS may without cause and without prejudice to any other right or remedy of APS, elect to terminate the contract.
b. In such case, Contractor shall be paid (without duplication of any items):

i. For completed and acceptable work executed in accordance with the contract documents prior to the effective date of termination.
ii. For expenses sustained prior to the effective date of termination in performing services and furnishing labor, materials or equipment as required by the contract document in connection with uncompleted work.

c. Contractor shall not be paid on account of loss of anticipated profits or revenue or other economic loss arising out of or resulting from such termination.

13. **INDEMNIFICATION:** The Offeror shall be responsible for damage to persons or property that occurs as a result of Offeror' s fault or negligence, or that of any of his/her employees, agents or subcontractors. Offeror shall save and hold harmless Albuquerque Public Schools against any and all losses, cost, damage, claims, expenses or liability in connection with the performance of the contract. Any equipment or facilities damaged by the Offeror' s operation shall be repaired and/or restored to their original condition at the Offeror's expense.

14. **INSURANCE:** The successful Offeror shall purchase and maintain statutory limits of Worker's Compensation, Public Liability and Automobile Liability Insurance approved by APS at the time of contract award. Albuquerque Public Schools shall be included as a loss payee and/or additional insured. Public Liability and Automobile Liability insurance shall include at least the following coverage:

General Liability Insurance – per occurrence General Aggregate - $2,000,000 Product/completed operations aggregate $1,000,000	$1,000,000
Professional Liability Insurance (E&O)-per occurrence Professional Aggregate - $2,000,000	$2,000,000
Bodily injury, per occurrence	$1,000,000
Medical and medically-related expenses	$10,000
Vehicle bodily injury, each occurrence, excluding medical and medically related expenses	$750,000
Property Damage, per occurrence	$1,000,000
Worker's Compensation and Employers Liability	$1,000,000

Contractor shall furnish Owner with certificates of insurance with the contract documents and prior to the commencement of work.

NOTE: Certificate holder shall be: Board of Education
Albuquerque Public Schools

Certificate of Insurance forwarded to: Albuquerque Public Schools- Procurement Department
P.O. Box 25704
Albuquerque, New Mexico 87125

15. **AUDIT:** APS reserves the right to audit the Contractor's records associated with this contract at any time during the contract period and for a period of up to three years following the expiration or termination of the agreement. Such audit may be conducted by APS personnel or a third party under contract with APS. APS shall give the Contractor reasonable notice prior to the conduct of any audit and upon receiving the notice from APS the Contractor agrees to fully cooperate with the auditors. If Contractor subcontracts any portion of its obligation to another party, Contractor shall guarantee APS' access to books and records of such party.
16. **GOVERNING LAW:** This RFP and any contract with an Offeror which may result from this procurement shall be governed by the laws of the State of New Mexico.
17. **INDEPENDENT CONTRACTOR:** The Contractor is an independent contractor performing services for APS. The Contractor shall not accrue leave, retirement, insurance, or any other benefits afforded to employees of APS as a result of this procurement.
18. **DEBARMENT OR SUSPENSION:** A business (Contractor, Subcontractor or Supplier) that has either been debarred or suspended pursuant to the requirements of NMSA 1978, §13-1-177 through §13-1-180, and §13-4-11 through §13-4-17 as amended, shall not be permitted to do business with APS and shall not be considered for award of the contract during the period for which it is debarred or suspended with APS.
19. **CONFLICT OF INTEREST:** By submitting a proposal, the Offeror certifies that no relationship exists between the Offeror and APS that interferes with fair competition or is a conflict of interest; and no relationship exists between such propose and another person or firm that constitutes a conflict of interest that is adverse to APS.
20. **NON-DISCLOSURE:** The Offeror shall not disclose any information relating to students, and employees of APS other than such information that may be authorized by the individual student or employee. Vendor

agrees to indemnify and hold harmless APS from any damages, claims, liabilities, and costs including reasonable attorney fees in the event any unauthorized release of such information occurs.

21. **DELIVERY:** The goods shall be delivered free of the rightful claim of any third person, any security interest or other lien. Unless otherwise agreed all goods called for in this RFP shall be tendered in a single delivery and payment is due only upon such delivery (NET 30).
22. **FOB:** Unless stated otherwise, the price for goods is FOB: Destination (APS' designated address). Proposal prices shall include all freight and delivery charges.
23. **DELAYS IN DELIVERY:** Time is of the essence and this purchase may be subject to termination for failure to deliver on time, unless delay was caused by APS. If delay in delivery is foreseen, Seller must notify the APS Requesting Department of late delivery, cause of late delivery and remedy for late delivery.
24. **INSPECTION:** Final inspection will be made at the destination upon completion of delivery of goods/services. Final inspection shall include any testing or inspection procedures required by the specifications.
25. **ACCEPTANCE:** Acceptance of delivery of goods/services shall not be considered acceptance of the goods/services furnished. Acceptance occurs when the Requesting Department, after a reasonable opportunity to inspect the goods/services, signifies to the seller that are goods/services are conforming and fails to make an effective rejection.
26. **BUYERS REVOCATION OF ACCEPTANCE:** Requesting Department can revoke acceptance of goods when it is discovered, in a reasonable time, that the Sellers nonconforming goods substantially impair the value of the goods.
27. **SELLERS RIGHT TO CURE A NONCONFORMING DELIVERY OF GOODS:** The Seller, upon notice of revocation of acceptance, shall correct without charge and deliver conforming goods in a reasonable time.
28. **INVOICES:** Vendor shall submit invoices directly to APS Accounts Payable, unless otherwise instructed. Invoices may be sent to accounts.payable@aps.edu. Each invoice shall include APS Purchase Order Number. Invoices that are missing APS purchase order numbers are not eligible for payment.
29. **PAYMENT:** Any invoice received and payment made shall be subject to APS' terms and conditions (NET 30) unless specifically waived by APS in a separate written document.
30. **USE OF DISTRICT NAME OR LOGO(s):** Vendor may not use APS official name or logo, or any phrase associated with the District, without written permission from the Superintendent of Schools or their designee.
31. **DISPUTE RESOLUTION:** In the event the Parties do not agree to mediate the dispute or unable to resolve the dispute through mediation, then the dispute shall be resolved by binding arbitration. Such arbitration shall be governed by the New Mexico Uniform Arbitration Act, NMSA 44-7A-1, et seq. as amended.

ADDITIONAL TERMS AND CONDITIONS FOR COMPLIANCE WITH 2 C.F.R. PART 200, APPENDIX II

1. REMEDIES

The parties agree that the Owner reserves all rights and privileges under applicable laws andregulations with respect to this contract in the event of a breach of contract, including but not limited to the right to institute legal proceedings in a court of competent jurisdiction seekingmonetary damages, court costs and litigation expenses, as applicable.

2. TERMINATION FOR CAUSE AND CONVENIENCE

The parties agree that the Owner reserves the right to terminate the contract immediately, with written notice to the Contractor, in the event of a breach or default of the Contractor,including but not limited to situations in which the Contractor fails, after a reasonable opportunity to cure, to: (1) meet schedules, deadlines, and/or delivery dates within the time specified in the procurement solicitation, contract, and/or a purchase order; (2) make any payments owed; or (3) otherwise perform in accordance with the contract and/orthe procurement solicitation. The Owner also reserves the right to terminate the contract immediately, with written notice to the Contractor, for convenience, if the Owner believes that it is in the best interest of the Owner to do so. In the event of a termination for convenience of the Owner, the Contractor will be compensated only for work performed and goods provided by the Owner as of the termination date. The amount of compensation due the Contractor in the event of a termination for the convenience of the Owner shall bea reasonable amount, using as a guide factors such as the percentage of work or services performed by the Contractor and accepted by the Owner as of the date of termination, the contract price and any unit prices specified in the contract, as applicable.

3. EQUAL EMPLOYMENT OPPORTUNITY

During the performance of this contract, the contractor agrees as follows:

a. The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following:

Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff ortermination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

b. The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.
c. The contractor will not discharge or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, ordisclosed the compensation of the employee or applicant or another employee or applicant. Thisprovision shall not apply to instances in which

an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the contractor's legal duty to furnish information.

d. The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees andapplicants for employment.

e. The contractor will comply with all provisions of Executive Order 11246 of September 24,1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.

f. The contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

g. In the event of the contractor's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order I1246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

h. The contractor will include the portion of the sentence immediately preceding paragraph (a) and the provisions of paragraphs (a) through (g) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any Subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance:

Provided, however, that in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the administering agency, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

The applicant further agrees that it will be bound by the above equal opportunity clause withrespect to its own employment practices when it participates in federally assisted construction work: *Provided,* That if the applicant so participating is a State or local government, the above equal opportunity clause is not applicable to any agency, instrumentality or subdivision of such government which does not participate in work on or under the contract.

The applicant agrees that it will assist and cooperate actively with the administering agency and the Secretary of Labor in obtaining the compliance of contractors and subcontractors with the equal opportunity clause and the rules, regulations, and relevant orders of the Secretary of Labor, that it will furnish the administering agency and the Secretary of Labor such information as they may require for the supervision of such compliance, and that it will otherwise assist the administering agency in the discharge of the agency's primary responsibility for securing compliance.

The applicant further agrees that it will refrain from entering into any contract or contract modification subject to Executive Order 11246 of September 24, 1965, with a contractor debarred from, or who has not demonstrated eligibility for, Government contracts and federally assisted construction contracts pursuant to the Executive Order and will carry out such sanctions and penalties for violation of the equal opportunity clause as may be imposed upon contractors and subcontractors by the administering agency or the Secretary of Labor pursuant to Part II, Subpart D of the Executive Order. In addition, the applicant agrees that if it fails orrefuses to comply with these undertakings, the administering agency may take any or all of the following actions: Cancel, terminate, or suspend in whole or in part this grant (contract, loan,insurance, guarantee); refrain from extending any further assistance to the applicant under the program with respect to which the failure or refund occurred until satisfactory assurance of future compliance has been received from such applicant; and refer the case to the Department of Justice for appropriate legal proceedings.

4. DAVIS-BACON ACT

a. All transactions regarding this contract shall be done in compliance with the Davis-Bacon Act (40 U.S.C. 3141- 3144, and 3146-3148) and the requirements of29 C.F.R. pt. 5 as may be applicable. The contractor shall comply with 40 U.S.C. 3141-3144, and 3146-3148 and the requirements of29 C.F.R. pt. 5 as applicable.

b. Contractors are required to pay wages to laborers and mechanics at a rate not less than theprevailing wages specified in a wage determination made by the Secretary of Labor.

c. Additionally, contractors are required to pay wages not less than once a week.

5. COPELAND ANTI-KICKBACK ACT

a. Contractor. The contractor shall comply with 18 U.S.C. § 874, 40 U.S.C. § 3145, and the requirements of 29 C.F.R. pt. 3 as may be applicable, which are incorporated by reference into this contract.

b. Subcontracts. The contractor or subcontractor shall insert in any subcontracts the clause aboveand such other clauses as FEMA may by appropriate instructions require, and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The primecontractor shall be responsible for the compliance by any subcontractor or lower tier subcontractor with all of these contract clauses.

c. Breach. A breach of the contract clauses above may be grounds for termination of the contract, and for debarment as a contractor and subcontractor as provided in 29 C.F.R. §5.12.

6. CONTRACT WORK HOURS AND SAFETY STANDARDS ACT

a. Overtime *requirements.* No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-halftimes the basic rate of pay for allhours worked in excess of forty hours in such workweek.

b. Violation*; liability for unpaid wages; liquidated damages.* In the event of any violation of theclause set forth in paragraph (a) of this section the contractor and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such contractor and

subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph (a) of this section, in the sum of$27 for each calendar day on which such individualwas required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph (a) of this section.

c. *Withholding/or unpaid wages and liquidated damages.* The Owner shall upon its own actionor upon written request of an authorized representative of the Department of Labor withholdor cause to be withheld, from any moneys payable on account of work performed by the contractor or subcontractor under any such contract or any other Federal contract with the same prime contractor, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities of such contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph (b) of this section.

d. Subcontracts. The contractor or subcontractor shall insert in any subcontracts the clauses set forth in paragraphs (a) through (d) of this section and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with theclauses set forth in paragraphs (a) through (d) of this section.

7. RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT

The parties agree to comply with the requirements of 37 CFR Part 401 (Rights to Inventions Made by Nonprofit Organizations and Small Business Firms under Government Grants, Contracts and Cooperative Agreements), and any implementingregulations issued by FEMA.

8. CLEAN AIR ACT AND THE FEDERAL WATER POLLUTION CONTROL ACT

a. Clean Air Act

I. The contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. § 7401 et seq.
II. The contractor agrees to report each violation to the Owner and understands and agrees that the Owner will, in turn, report each violation as required to assure notification to the Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office.
III. The contractor agrees to include these requirements in each subcontract exceeding $150,000 financed in whole or in part with Federal assistance provided by FEMA.

Federal Water Pollution Control Act

I. The contractor agrees to comply with all applicable standards, orders, or regulations issued pursuant to the Federal Water Pollution Control Act, as amended, 33 U.S.C. 1251 et seq.

II. The contractor agrees to report each violation to the Owner and understands and agrees that the Owner will, in turn, report each violation as required to assure notification to the Federal Emergency Management Agency, and the appropriateEnvironmental Protection Agency Regional Office.

III. The contractor agrees to include these requirements in each subcontract exceeding $150,000 financed in whole or in part with Federal assistance provided by FEMA.

9. DEBARMENT AND SUSPENSION

a. This contract is a covered transaction for purposes of 2 C.F.R. pt. 180 and 2 C.F.R. pt. 3000. As such, the contractor is required to verify that none of the contractor's principals (defined at 2 C.F.R. § 180.995) or its affiliates (defined at 2 C.F.R. § 180.905) are excluded(defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935).

b. The contractor must comply with 2 C.F.R. pt. 180, subpart C and 2 C.F:R. pt. 3000,subpart C, and must include a requirement to comply with these regulations in any lower tiercovered transaction it enters into.

c. This certification is a material representation of fact relied upon by Owner. If it is laterdetermined that the contractor did not comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, in addition to remedies available to Owner, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.

d. The bidder or proposer agrees to comply with the requirements of 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C while this offer is valid and throughout the period of any contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.

10. PROCUREMENT OF RECOVERED MATERIALS

The Contractor agrees to comply with all applicable requirements of Section 6002 of the Solid Waste Disposal Act.

11 ACCESS TO RECORDS

The following access to records requirements apply to this contract:

a. The Contractor agrees to provide Owner, the FEMA Administrator, the Comptroller Generalof the United States, or any of their authorized representative's access to any books, documents, papers, and records of the Contractor which are directly pertinent to this contract for the purposes of making audits, examinations, excerpts, and transcriptions.

b. The Contractor agrees to permit any of the foregoing parties to reproduce by any meanswhatsoever or to copy excerpts and transcriptions as reasonably needed.

c. The Contractor agrees to provide the FEMA Administrator or his authorized representative's access to construction or other work sites pertaining to the work being completed under the contract.

d. In compliance with the Disaster Recovery Act of 2018, the Owner and the Contractor

Acknowledge and agree that no language in this contract is intended to prohibit audits or internal reviews by the FEMA Administrator or the Comptroller General of the United States.

12.DHS SEAL, LOGO, AND FLAGS

The contractor shall not use the DHS seal(s), logos, crests, or reproductions of flags or likenesses of DHS agency officials without specific FEMA pre-approval.

13. COMPLIANCE WITH FEDERAL LAW, REGULATIONS, AND EXECUTIVE ORDERS

This is an acknowledgement that FEMA financial assistance will be used to fund all or a portion of the contract. The contractor will comply with all applicable Federal law, regulations, executive orders, FEMA policies, procedures, and directives.

14. NO OBLIGATION BY FEDERAL GOVERNMENT

The Federal Government is not a party to this contract and is not subject to any obligations or liabilities to the non-Federal entity, contractor, or any other party pertaining to any matter resulting from the contract.

15. PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS OR RELATED ACTS

Contractor acknowledges that 31 U.S.C. Chap. 38 (Administrative Remedies for False Claims and Statements) applies to the Contractor's actions pertaining to this contract.

PROTESTS

If any Offeror who is aggrieved in connection with a solicitation or award of an Agreement may protest to the Purchasing Office in accordance with the requirements of the Contracting Procurement Regulations and the State Procurement Code. The protest should be made in writing within twenty-four (24) hours after the facts or occurrences giving rise thereto, but **NO LATER THAN** fifteen (15) calendar days after the facts or occurrences giving rise thereto (NMSA1978, §13-1-172). The protest must be in writing and delivered to the Executive Director - Procurement Department, Albuquerque, New Mexico

1. In the event of a timely protest under this section, the Purchasing Agent and the Contracting Agency shall not proceed further with the procurement unless the Purchasing Agent makes a determination that the award of Agreement is necessary to protect substantial interests of the Contracting Agency (NMSA 1978, §13-1-173).

2. The Purchasing Agent or his/her Designee shall have the authority to take any action reasonably necessary to resolve a protest of an aggrieved Offeror concerning a procurement. This authority shall be exercised in accordance with adopted regulations, but shall not include the authority to award money damages or attorneys' fees (NMSA 1978, §13-1-174).

3. The Purchasing Agent or his/her Designee shall promptly issue a determination relating to the protest. The determination shall:

   A. State the reasons for the action taken; and

   B. Inform the protestant of the right to judicial review of the determination pursuant to NMSA 1978, §13-1-183.

5. A copy of the determination issued under NMSA 1978, §13-1-175 shall immediately be mailed to the protestant and other Offerors involved in the procurement in compliance with NMSA 1978, §13-1-176.

SCOPE OF WORK

OVERVIEW

Albuquerque Public Schools is the largest school district in New Mexico and one of the nation's largest school districts, covering more than 1,230 square mile geographical area. Currently, APS has 13 high schools, 3 K-8 schools, 18 schools of choice, 27 middle schools, 83 elementary schools plus 33 APS authorized Charter schools. APS has approximately 67,000 students and 11,000 employees. An elected Board of Education composed of seven members serving staggered terms of four years each governs APS. The Superintendent is Dr. Gabriella Durán Blakey.

The Albuquerque Public Schools Board of Education has shifted how it governs, prioritizing its work to focus on student outcomes. This Student Outcomes Focused Governance framework centers on the vision and values expressed by the APS community to support what we want our students to know and be able to do.

Reference the attached link regarding APS Goals and Guardrails:

https://www.aps.edu/about-us/board/board-work/goals-and-guardrails

RFP SCHEDULE

The RFP Buyer will make every effort to adhere to the RFP Schedule as noted on front cover of this RFP. The schedule is subject to change by addendum. The evaluation committee **MAY** interview the Offeror(s) of the top rated proposals; however, contracts may be awarded without such interviews and based solely on written offers. Finalists will be contacted to schedule interviews if required. If an interview is requested, evaluation scores may be re-scored to reflect written response and interview response.

SCOPE OF WORK

The intent of this solicitation is to enter into a multi-year contract for the purchase of natural gas delivered without interruption to specified APS facilities. At the present time, gas is supplied by BP Energy Company headquartered in North Salt Lake, Utah. Any change in vendor must be invisible to the District with no lapse in service or distribution. The Public Service Company of New Mexico Gas Services (PNMGS) operates the local gas distribution system. The successful Offeror will deliver the necessary supply using those distribution facilities. A onetime meter fee of fifty dollars ($50.00) per meter is required. These meter fee charges will not be reimbursed by APS.

There are approximately two hundred seventeen (217) meters currently in service. Most are within the Albuquerque city limits, but some are located in Bernalillo County, the Village of Tijeras, Los Ranchos de Albuquerque, Village of Corrales (Sandoval County) and one elementary school on Kirtland Air Force Base. A list of "Active Natural Gas Meters" including location and meter number is provided with this solicitation as Appendix B.

All natural gas delivered shall be of pipeline quality and heating valves and shall meet the specifications set forth in the published tariffs of the transporting pipelines. All natural gas sold hereunder shall be measured in MCF at PNMGS local pressure base at 14.73 per square inch absolute (psia) for all Albuquerque Public Schools facilities and include two percent (2%) for unavoidable PNMGS fuel gas and system losses.

The gas supplies will utilize the existing meters which are owned, operated, maintained and read by PNMGS. Therefore, all invoices of natural gas sold and delivered hereunder shall be computed on the basis of PNMGS measurements. Invoices will be only for the volume of natural gas actually delivered to Albuquerque Public Schools. This volume shall be determined from PNMGS gas measured summary based on volumes metered at APS facilities by PNMGS meters and not on nominated volumes.

The invoices will be prepared and submitted monthly on a mutually agreeable date and will indicate the total quantity of gas in MCF and total therms delivered to each delivery point, all computations, the rate and payment due for the period, the payment terms and any other pertinent information. All applicable taxes will be added to invoice at the then-current rate as a separate amount clearly set forth and paid to the contractor by APS. The contractor will be solely responsible for payment of such taxes to the responsible taxing authority.

The daily and/or monthly nomination for natural gas required by PNHMGS and/or the interconnecting pipeline(s) will be the obligation of the gas supplier. In addition, the gas supplier will be responsible for balancing the APS gas volumes on any interconnecting pipeline(s) system(s) and the PHMGS distribution system. At time of performance, Offeror must hold title to, or have contractual rights to the volume of gas offered in connection with this contract. Offeror must also be classified as a natural gas utility in its state of origin.

The successful contractor will provide the highest quality gas service available with no interruption. If the contractor should fail to deliver adequate gas supplies at the contract price at any time during the life of the contract, APS reserves the right to secure sufficient supplies from another source. In this event, the contractor shall be liable to APS for the difference between the contract price and the final price obtained from the second source as well as for any other legal ramifications that may be indicated. It shall be recognized that various acts of God, strikes, lockouts or other industrial disturbances, wars, terrorists or public enemy attacks, earthquakes, fires, floods and/or similar casualty, restraints of government and the like which are not within the reasonable control of wither party and will affect the transportation or receipt of gas may occur. In the event that either party shall become wholly or in part unable to carry out its contractual obligation, written notice and reasonably full particulars shall be given to the other party. The obligations of the parties as may be affected by such causes shall be suspended during the continuance of any inability so caused. Such cases or contingencies shall not relieve the contractor of liability in the event of material negligence or failure to use due diligence to remedy the situation.

Conditions which occur "upstream" of the contractor's receipt point on to the pipeline transmission system and in the gathering system(s) or well(s) such as, but not limited to, breakage, rupture, blockage or accident to machinery or pipelines, repairs and/or alterations, freezing or failure of wells, cancellation of contractor's gas purchase agreements, interruption of transport and regulatory disallowance of rate recovery will <u>not</u> be considered as an act of God or similar casualty as described above.

Albuquerque Public Schools is a tax-exempt institution for federal taxes under Chapter 32 of Internal Revenue Code (Certificate #98-026 10) and also exempt from all city and state sales and use taxes (See CRS Section 39-26-114). All contract terms and conditions will be subject to valid present and future legislation, regulations, tariffs, ordinances and directives from the New Mexico Regulation Commission or any successor agency.

Natural gas usage will be subject to adjustment as the District continues to add schools through its construction programs. APS reserves the right to exempt certain sites from this contract should the contractor be unable to realistically service a particular location or the amount of natural gas consumed in small or needed only on a temporary basis.

EVALUATION CRITERIA

Proposals must address each of the following criteria. Each proposal may be awarded points up to the numeric value listed. Points will be awarded in compliance with NMSA 13-1-21 for New Mexico In-State Resident Business and Resident Veteran Business. If proposal is Joint Venture, Offeror shall state in submitted proposal the percentage of work that will be performed by Resident Business and/or Resident Veteran Business. Please Note: An Offeror cannot be awarded both a resident preference and a resident veteran business preference. Offerors shall include in their proposal a copy of certificate issued by State of New Mexico Taxation & Revenue. **Note: FAILURE** to adequately address and meet the above requirements may be cause for the proposal to be deemed non-responsive by the procurement officer.

SUBMITTAL REQUIREMENTS

(For ease of evaluation, Proposals should be formatted in the order as listed below)

The Offeror is particularly encouraged to address all points that will be evaluated as described herein in each point of the evaluation criteria. If a factor of evaluation is not adequately responded to by the Offeror, the Offeror may be determined to be non-responsive. The Offeror should contact Buyer for clarification of evaluation criteria or terminology.

Your response shall not exceed sixty (60) single sided pages. The page limit does not include: front and back cover, any required attachments, blank dividers, and table of contents.

1. **Proposals Include:**

A letter of transmittal, which includes the following information:

A. Name, address, telephone/FAX number and email of business
B. Name of the primary contact.
C. Authorized signature and title of Offeror.
D. Date of proposal; and
E. Statement that the Offeror has the ability to provide the services requested and will comply with the contract terms and conditions set forth in this Request for Proposal and acknowledges any addendums or is requesting changes to certain terms and conditions, if awarded a contract.

2. **Experience and Operations:** Overview of current and prior experience in work comparable to the scope of work required in this request for proposals. Include years of experience providing these services for similar public school districts of comparable size and complexity. Demonstrate firm's ability to act in this capacity for the District, demonstrate industry performance indicating the ability of Offeror to perform the required services in a timely, effective and efficient manner.

   Please include a brief explanation of your firm's experience purchasing, transporting and delivery gas supplies on natural gas pipeline systems. How will you ensure uninterrupted service to APS? What agreements do you now have, or, if none, how will you interface with PNMGS to use that distribution system? What action, if any, on the part of PHMGS would interfere with the distribution of gas on your part? Is there any impeding legislation or regulation either in the state of New Mexico or in another state that could impact this contract? Is so, explain. Are you aware of any impeding federal regulations, Federal Energy Regulatory Commission (FERC) orders or rules that could impact this contract? Is there any current litigation against your firm for any breach of contract or other questionable act?

3. **Gas Quality and Availability**

   As part of the service of providing gas to Albuquerque Public Schools, it will be the Offeror's responsibility to make all necessary and required arrangements with producers, marketers, pipelines,

distribution companies, state and federal agencies and any other entity necessary to comply with all applicable laws to deliver gas to the school district in a timely manner. Please discuss the following points.

The quality of gas is specified by tariff. How do you monitor this and enforce delivery of same? All billing is to be based on actual volumes of gas delivered, as registered by PNMGS meters at the various APS locations. Please indicate how you will accomplish this. Outline the metering procedure to be used by your company.

Specify the state and county of origin for your gas supply. Will this vary? Identify the number of producers under contract for the sale of gas to your firm. What is the duration of this contract(s)? What volume of gas is under contract? Is your firm classified as a natural gas utility in its state or origin? Are you currently an on-system marketer with PNM?

Discuss the sequence of interconnecting pipelines from point of origin and description of the level of service under contract (i.e. firm or interruptible). Please include delivery and redelivery points on the interconnecting pipeline system. Discuss current operations to include clientele now served, approximate daily volumes traded by market and primary gas supply sources.

Describe the services under contract with pipelines that will be used for the delivery of Albuquerque Public Schools supply service (i.e. No Notice Transportation, storage, etc.). Include curtailment history and priority treatment schedule. Will there be any interconnecting pipeline transportation agreements to be put in place?

The successful contractor will also be required to advise APS of supply and market conditions and trends. How will you convey recommendations for purchasing techniques and minimizing risk to the district? Will the addition or deletion of new schools affect the contract?

In the past, APS has utilized this contract to negotiate a firm fixed price for a particular fiscal year. The advantage was that budgets could be better planned with peaks and valleys more evenly distributed. However, at times, by mutual agreement, the contract price has been allowed to float on a monthly basis. Depending upon inventory levels or other considerations and your knowledge of the market, discuss your recommendation for when gas would be best purchased should the district choose a yearly firm fixed price. Are specific volumes tied to the purchase price for a specific term? Will it be possible to negotiate volume discounts? Under what circumstances would you envision allowing the price to float monthly (or other specified period of time less than a year) as being the best option? Will you prefer to service APS under a fixed price agreement or will you consider alternate arrangements as may be in the best interest of both parties? What are your recommendations for the best of both possible worlds?

Also use this section to submit a copy of the standard gas and supply and interconnecting pipeline contract currently in use by your company. These documents will be subject to review by APS legal counsel. Also, note that this RFP and any resultant contract will be governed and interpreted by the laws of the State of New Mexico.

4. Cost

Offerors must complete the Cost Response Form found in Appendix A and return it with the proposal.

Please itemize all elements including, but not limited to, transportation, pipeline system losses, monthly access fees, distribution charges, transmission charges, franchise fees, PNMGS service charges and any other costs which when added to the cost of gas will comprise your total invoice. Clearly set forth any nomination requirements which may affect the cost.

How will your firm derive the cost of gas? As noted above, APS prefers to receive information on both Index Price and Fixed Price and under what conditions both may be utilized as opportunities arise. If this should not be possible and you wish to recommend only one pricing option, please discuss your rationale. As applicable, discuss why a particular index might be preferred.

The total price payable by Albuquerque Public Schools to the gas supplier should be quoted as a cost per MCT at 14.73 psia delivered to the burner tip, with guaranteed supply service. Such price should include all losses and transportation charges to deliver the gas supplies to the PNMGS distribution system. Gas delivered to PHMGS will have a British Thermal Unit (BTU) content of not less than nine hundred fifty (950) or more than eleven hundred (1,100) BTUs per cubic foot. The PHNMGS transportation charges and New Mexico Public Utility Commission approved system losses will be the responsibility of Albuquerque Public Schools, or its agent acting on its behalf as Shipper, under the PNMGS transportation agreement.

Based upon the above components, assign an actual cost for all you invoice items plus the cost of your gas as it would have appeared with the pricing which was in effect as of March 1, 2017, as may be mutually agreed. BP Energy Company will hold the existing contract until that date.

Attachment A also includes a two-page printout titled "PNM Gas Transactions". These are meters <u>not</u> currently on the existing contract and billed directly by PNM. Historically, whenever one of these meters has reached a substantial volume, it has been converted to the contract by mutual agreement. Do not include these units in your proposal.

Note that all invoices must coincide with the rate schedule and listed as a separate item as finally negotiated.

Local APS travel will not be reimbursed. Offeror is expected to provide his/her own transportation to attend normal business meetings, oral presentations/interviews etc., and carry on the general activity associated with the Scope of Work. Out of town automobile travel specifically required by APS, will be reimbursed at the rate currently in effect for APS employees.

5. **References:** Include a list of at least three (3) client references, names and telephone numbers of clients for which these services have been performed, currently or in the recent past. Please do not include Albuquerque Public School personnel.

Appendix A: Cost Proposal

Offers will be evaluated up to 20 points on Item 1, column D and up to 15 points Item 2, Column D

Bernalillo County:						
		A	**B**	**C**	**D**	**F**
	Price Basis	**Index:**	**Plus, Verifiable Pipeline FUEL Costs %:**	**Plus, Verifiable Pipeline Costs per MBTU:**	**Plus, Seller's Charge per MBTU:**	**Equals, Total Natural Gas Cost:** **A + (A x B) + C + D:**
1	Over Index: **Non-Interruptible Firm Deliveries:**		**_____%**	**$_____**	**$_____**	**$_____**
2	Fixed Price Strip:		**_____%**	**$_____**	**$_____**	**$_____**

The Village of Tijeras:						
		A	**B**	**C**	**D**	**F**
	Price Basis	**Index:**	**Plus, Verifiable Pipeline FUEL Costs %:**	**Plus, Verifiable Pipeline Costs per MBTU:**	**Plus, Seller's Charge per MBTU:**	**Equals, Total Natural Gas Cost:** **A + (A x B) + C + D:**
1	Over Index: **Non-Interruptible Firm Deliveries:**		**_____%**	**$_____**	**$_____**	**$_____**
2	Fixed Price Strip:		**_____%**	**$_____**	**$_____**	**$_____**

Los Ranchos de Albuquerque:						
		A	**B**	**C**	**D**	**F**
	Price Basis	**Index:**	**Plus, Verifiable Pipeline FUEL Costs %:**	**Plus, Verifiable Pipeline Costs per MBTU:**	**Plus, Seller's Charge per MBTU:**	**Equals, Total Natural Gas Cost:** **A + (A x B) + C + D:**
1.	Over Index: **Non-Interruptible Firm Deliveries:**		**_____%**	**$_____**	**$_____**	**$_____**
2	Fixed Price Strip:		**_____%**	**$_____**	**$_____**	**$_____**

Kirtland Air Force Base::		
3	Guaranteed Cost Savings **Below LDC Tariff Rate**	_____%

The Village of Coralles:						
		A	**B**	**C**	**D**	**F**
	Price Basis	**Index:**	**Plus, Verifiable Pipeline FUEL Costs %:**	**Plus, Verifiable Pipeline Costs per MBTU:**	**Plus, Seller's Charge per MBTU:**	**Equals, Total Natural Gas Cost:** **A + (A x B) + C + D:**
1	Over Index: **Non-Interruptible Firm Deliveries:**		**_____%**	**$_____**	**$_____**	**$_____**
2	Fixed Price Strip:	***$4.23**	**_____%**	**$_____**	**$_____**	**$_____**

Additional sheets may be attached.

Offeror's Name:_____

Appendix B: Locations and Meter IDs

Site Name	Meter ID
A. Montoya Elementary School	5535414
Adobe Acres Elementary School	536016
Alameda Elementary School	486486
Alameda Elementary School	487618
Alameda Elementary School	5351665
Alamosa Elementary School	5535456
Albuquerque High School	1002691
Albuquerque High School	9548894
Alvarado Elementary School	476023
Alvarado Elementary School	4890687
Apache Elementary School	5334268
APS Research Development/DLITS	6076212
Armijo Elementary School	245505
Armijo Elementary School	6373216
Arroyo Del Oso Elementary School	9851048
Atrisco Elementary School	4960552
Atrisco Heritage Academy	492845
Bandelier Elementary School	491338
Bandelier Elementary School	9851431
Barcelona Elementary School	2348333
Barcelona Elementary School	5534879
Bel Air Elementary School	490337
Bel Air Elementary School	4864691
Bellehaven Elementary School	5330795
Berna Facio Professional Development Complex	2138274
Career Enrichment Center	215030
Carlos Rey Elementary School	478706
Carlos Rey Elementary School	5659855
Chamiza Elementary School	5536847
Chaparral Elementary School	41350
Chaparral Elementary School	487996
Chaparral Elementary School	9633616
Chelwood Elementary School	233788
Chelwood Elementary School	5330879
Cibola High School	480726
Cibola High School	144459
Cibola High School	6085345
City Center	9936090
Cleveland Middle School	475662
Cleveland Middle School	5536849
Cochiti Elementary School	484725
Cochiti Elementary School	4960553
Collet Park Elementary School	5058553
Collet Park Elementary School	6445756

Comanche Elementary School	8190512
Community Stadium	78048
Coronado Elementary School	488981
Coronado Elementary School	817443
Corrales Elementary School	445176
Corrales Elementary School	9956139
Del Norte High School	9756223
Dennis Chavez Elementary School	89540
Desert Ridge Middle School	9728376
Desert Willow Family School	1110299
Dolores Gonzales Elementary	1527963
Dolores Gonzales Elementary	4890668
Double Eagle Elementary School	9520328
Dr. J. Patrick Garcia Transportation Center	9845242
Duranes Elementary School	477382
Duranes Elementary School	1140043
Duranes Elementary School	2239995
Duranes Elementary School	6088006
East San Jose Elementary School	5058549
Edmund G. Ross Elementary	6187779
Edward Gonzales Elementary	319682
Edward Gonzales Elementary	336960
Eisenhower Middle School	41589
Eisenhower Middle School	315152
Eldorado High School	8466034
Emerson Elementary School	5536383
Ernie Pyle Middle School	44980
Ernie Pyle Middle School	72180
Ernie Pyle Middle School	484523
Ernie Pyle Middle School	1537949
Ernie Pyle Middle School	5536265
Eugene Field Elementary School	5330880
Evening School	485379
Food Services	8831228
Food Services Warehouse	345614
Food Services Warehouse	458134
Food Services Warehouse	476098
Freedom High School	132771
Garfield Middle School	42504
George I. Sanchez	60739
Georgia O'Keeffe Elementary	5533685
Governor Bent Elementary School	5621503
Governor Bent Elementary School	6145663
Grant Middle School	6406549
Grant Middle School	9756225
Griegos Elementary School	41073
Griegos Elementary School	475567
Griegos Elementary School	476877

Harrison Middle School	11480
Harrison Middle School	479117
Harrison Middle School	6341633
Hawthorne Elementary School	4500140
Hawthorne Elementary School	6350356
Hayes Middle School	9941046
Helen Cordero Elementary School	6355298
Highland High School	1003536
Highland High School	5535552
Highland High School	9839420
Highland High School	477387
Highland High School	8375109
Highland North Autism	476545
Hodgin Elementary School	483960
Hodgin Elementary School	10900
Hodgin Elementary School	6133146
Hoover Middle School	6056857
Hubert Humphrey Elementary	517524
Inez Elementary School	1004175
Inez Elementary School	478786
Inez Elementary School	483867
Inez Elementary School	491214
Jackson Middle School	132769
Jackson Middle School	5639196
James Monroe Middle School	46732
Janet Kahn School of Arts ES	1735655
Jefferson Middle School	11461
Jimmy Carter Middle School	9953856
John Adams Middle School	18539
John Baker Elementary School	39707
John Baker Elementary School	5636501
KANW FM-Radio	2174544
Kennedy Middle School	245506
Kirtland Elementary School	41546
Kirtland Elementary School	42470
Kirtland Elementary School	5332449
Kit Carson Elementary School	51178
L.B. Johnson Middle School	5535917
La Cueva High School	8510672
La Luz Elementary School	4890610
La Luz Elementary School	6356131
La Mesa Elementary School	228022
La Mesa Elementary School	6186411
Lavaland Elementary School	480793
Lavaland Elementary School	486428
Lavaland Elementary School	4755545
Lew Wallace Elementary	338015
Longfellow Elementary School	6110309

Los Padillas Elementary School	480804
Los Padillas Elementary School	5331992
Los Padillas Elementary School	6080767
Los Ranchos Elementary	5331991
Lowell Elementary School	33020
Lowell Elementary School	144126
Lowell Elementary School	479310
Lowell. E. Admin Office PK	6373162
MacArthur Elementary School	5331995
Madison Middle School	4962317
Madison Middle School	5536382
Maintenance & Operations	478713
Maintenance & Operations	899669
Maintenance & Operations	5332451
Maintenance & Operations	5654109
Manzano High School	93140
Manzano High School	2712403
Manzano High School	5621355
Manzano Mesa Elementary	1600009
Manzano Mesa Elementary	410776
Marie Hughes Elementary School	1780178
Mark Twain Elementary	62813
Mark Twain Elementary	6355308
Mary Ann Binford Elementary	32561
Mary Ann Binford Elementary	476751
Mary Ann Binford Elementary	490021
Mary Ann Binford Elementary	1847604
Materials Management	56937
Matheson Park Elementary	48371
Matheson Park Elementary	485387
McCollum Elementary School	46729
McKinley Middle School	479110
McKinley Middle School	2240007
McKinley Middle School	2974853
McKinley Middle School	476562
Milne Stadium	215458
Milne Stadium	492325
Milne Stadium	1066053
Milne Stadium	1481930
Mission Avenue Elementary	5620054
Mitchell Elementary School	475954
Mitchell Elementary School	484094
Monte Vista Elementary School	485555
Monte Vista Elementary School	4392443
Monte Vista Elementary School	5532966
Montezuma Elementary School	32659
Montezuma Elementary School	4653754
Mountain View Elementary	5635362

Navajo Elementary School	6605438
New Futures High School	485486
New Futures High School	491241
North Star Elementary School	492716
Onate Elementary School	4864449
Osuna Elementary School	479137
Painted Sky Elementary School	5621502
Pajarito Elementary School	5536407
Petroglyph Elementary School	480776
Petroglyph Elementary School	5618106
Polk Middle School	6341644
Polk Middle School	6705314
Polk Middle School	9958853
Rankin Training Center	632607
Reginald Chavez Elementary	5331018
Reginald Chavez Elementary	9938950
Rio Grande High School	42251
Rio Grande High School	1780071
Rio Grande High School	2854336
Rio Grande High School	4727490
Roosevelt Middle School	328741
Ruben Hendrickson Transportation Center	1717418
Rudolfo Anaya Elementary	492937
S.Y. Jackson Elementary	5619732
San Antonito Elementary	9941049
Sandia Base Elementary School	34800
Sandia High School	484808
Sandia High School	761522
Sandia High School	8817902
Sandia High School	9441817
Sandia High School	60684
School on Wheels	44976
School on Wheels	32881
School on Wheels	478763
Seven Bar Elementary School	123883
Seven Bar Elementary School	227213
Sierra Vista Elementary School	5331996
Sierra Vista Elementary School	6108159
Sombra Del Monte Elementary	476867
Sombra Del Monte Elementary	5580542
Stadium/Soccer Complex	1133151
Stephen L. Moody Education Complex	2877920
Sunset View Elementary	49900
Susie Rayos Marmon ES	41120
Susie Rayos Marmon ES	485268
Taft Middle School	487784
Taft Middle School	5621356
Taylor Middle School	4969522

Taylor Middle School	6406599
Tierra Antigua Elementary	492904
Tomasita Elementary School	480758
Tomasita Elementary School	5351672
Tony Hillerman Middle School	492903
Tres Volcanes K-8	67146
Truman Middle School	58017
Truman Middle School	488889
Truman Middle School	492242
Valle Vista Elementary School	486459
Valle Vista Elementary School	489857
Valle Vista Elementary School	4755607
Valley High School	2173182
Valley High School	4866917
Valley High School	9847712
Van Buren Middle School	30653
Van Buren Middle School	486056
Ventana Ranch Elementary	417613
Ventana Ranch Elementary	492764
Volcano Vista High School	492762
Washington Middle School	5557558
West Mesa High School	6171357
West Mesa High School	6350384
West Mesa High School	8512302
Wherry Elementary School	489438
Wherry Elementary School	476006
Whittier Elementary School	6341635
Whittier Elementary School	9427636
Wilson Middle School	106462
Wilson Middle School	5557808
Wilson Stadium	228026
Zia Elementary School	89657
Zia Elementary School	485584
Zuni Elementary School	115085
Zuni Elementary School	483720

Appendix C: Historical Data

The quantities shown do not represent a commitment or guarantee to purchase any specific quantity of natural gas.

Estimate HISTORICAL NATURAL GAS USAGE
SEVEN (7) YEAR PERIOD
2018-2024

MONTH	MAXIMUM THERMS	MINIMUM THERMS
Jul	37,019	26,827
Aug	50,635	29,634
Sep	70,849	45,854
Oct	468,204	183,021
Nov	988,543	674,145
Dec	1,288,824	1,089,755
Jan	1,396,170	1,214,553
Feb	1,173,771	825,104
Mar	896,334	612,309
Apr	360,664	240,812
May	139,794	54,392
Jun	46,978	22,771

CY 2018	Gas Usage (Therms)	Gas Usage (CCF)	Spend
Jan	1,246,125	124,587,607	$598,612.83
Feb	825,104	82,493,908	$399,011.19
Mar	715,321	71,517,824	$326,915.37
Apr	288,110	28,805,198	$144,404.20
May	86,904	8,688,682	$34,732.64
Jun	36,934	3,692,631	$19,092.12
Jul	33,420	3,341,312	$18,568.55
Aug	50,635	5,062,477	$26,126.29
Sep	68,974	6,896,051	$31,896.47
Oct	354,290	35,421,924	$140,891.38
Nov	908,181	90,799,936	$363,534.59
Dec	1,247,088	124,683,838	$528,931.01
Year-End Totals	5,861,086	585,991,388	$2,632,716.64

Note: Gas Usage (CCF) = [Gas Usage (Therms)]*99.98

FY 2017 - 2018	Gas Usage (Therms)	Gas Usage (CCF)	Spend
Jul	36,128	3,612,117	$18,568.55
Aug	49,165	4,915,547	$26,725.04
Sep	82,116	8,209,988	$40,198.80
Oct	267,888	26,783,452	$132,418.07
Nov	568,254	56,813,995	$290,587.11
Dec	1,121,746	112,152,155	$540,208.35
Jan	1,246,125	124,587,607	$598,612.83
Feb	825,104	82,493,908	$399,011.19
Mar	715,321	71,517,824	$326,915.37
Apr	288,110	28,805,198	$144,404.20
May	86,904	8,688,682	$34,732.64
Jun	36,934	3,692,631	$19,092.12
Year-End Totals	5,323,796	532,273,104	$2,571,474.27

Note: Gas Usage (CCF) = [Gas Usage (Therms)]*99.98

CY 2019	Gas Usage (Therms)	Gas Usage (CCF)	Spend
Jan	1,396,170	139,589,037	$592,848.47
Feb	1,111,858	111,163,593	$467,255.35
Mar	702,092	70,195,118	$282,165.42
Apr	335,105	33,503,768	$134,326.60
May	139,794	13,976,554	$48,293.49
Jun	46,978	4,696,820	$21,167.89
Jul	37,019	3,701,170	$18,861.13
Aug	43,293	4,328,474	$21,407.31
Sep	66,445	6,643,131	$28,491.77
Oct	468,204	46,811,006	$164,838.75
Nov	899,139	89,895,927	$357,898.01
Dec	1,288,824	128,856,644	$526,813.98
Year-End Totals	6,534,919	653,361,242	$2,664,368.17

Note: Gas Usage (CCF) = [Gas Usage (Therms)]*99.98

FY 2018 - 2019	Gas Usage (Therms)	Gas Usage (CCF)	Spend
Jul	33,420	3,341,312	$18,861.13
Aug	50,635	5,062,477	$26,126.29
Sep	68,974	6,896,051	$31,896.47
Oct	354,290	35,421,924	$140,891.38
Nov	908,181	90,799,936	$363,534.59
Dec	1,247,088	124,683,838	$528,931.01
Jan	1,396,170	139,589,037	$592,848.47
Feb	1,111,858	111,163,593	$467,255.35
Mar	702,092	70,195,118	$282,165.42
Apr	335,105	33,503,768	$134,326.60
May	139,794	13,976,554	$48,293.49
Jun	46,978	4,696,820	$21,167.89
Year-End Totals	6,394,583	639,330,428	$2,656,298.09

Note: Gas Usage (CCF) = [Gas Usage (Therms)]*99.98

CY 2020	Gas Usage (Therms)	Gas Usage (CCF)	Spend
Jan	1,214,553	121,430,969	$493,863.18
Feb	994,962	99,476,261	$379,848.48
Mar	612,309	61,218,664	$237,501.83
Apr	292,528	29,246,919	$86,295.00
May	54,392	5,438,082	$22,794.14
Jun	35,344	3,533,663	$16,906.70
Jul	26,827	2,682,173	$14,486.47
Aug	29,634	2,962,787	$16,484.63
Sep	70,849	7,083,483	$34,838.65
Oct	335,566	33,549,929	$132,859.04
Nov	680,897	68,076,072	$354,138.50
Dec	1,242,658	124,240,937	$622,896.51
Year-End Totals	5,590,518	558,939,940	$2,412,913.13

Note: Gas Usage (CCF) = [Gas Usage (Therms)]*99.98

FY 2019 - 2020	Gas Usage (Therms)	Gas Usage (CCF)	Spend
Jul	37,019	3,701,170	$18,861.13
Aug	43,293	4,328,474	$21,407.31
Sep	66,445	6,643,131	$28,491.77
Oct	468,204	46,811,006	$164,838.75
Nov	899,139	89,895,927	$357,898.01
Dec	1,288,824	128,856,644	$526,813.98
Jan	1,214,553	121,430,969	$493,863.18
Feb	994,962	99,476,261	$379,848.48
Mar	612,309	61,218,664	$237,501.83
Apr	292,528	29,246,919	$86,295.00
May	54,392	5,438,082	$22,794.14
Jun	35,344	3,533,663	$16,906.70
Year-End Totals	6,007,011	600,580,910	$2,355,520.28

Note: Gas Usage (CCF) = [Gas Usage (Therms)]*99.98

CY 2021	Gas Usage (Therms)	Gas Usage (CCF)	Spend
Jan	1,224,905	122,465,982	$627,625.00
Feb	998,265	99,806,555	$506,037.70
Mar	805,659	80,549,827	$412,138.60
Apr	240,812	24,076,414	$107,560.30
May	85,275	8,525,824	$45,126.19
Jun	41,961	4,195,231	$26,211.32
Jul	27,791	2,778,524	$21,823.44
Aug	35,758	3,575,035	$27,018.76
Sep	45,854	4,584,453	$32,066.21
Oct	338,625	33,855,767	$236,178.19
Nov	674,145	67,401,047	$421,126.52
Dec	1,089,755	108,953,655	$693,794.85
Year-End Totals	5,608,805	560,768,314	$3,156,707.08

Note: Gas Usage (CCF) = [Gas Usage (Therms)]*99.98

FY 2020 - 2021	Gas Usage (Therms)	Gas Usage (CCF)	Spend
Jul	26,827	2,682,173	$14,486.47
Aug	29,634	2,962,787	$16,484.63
Sep	70,849	7,083,483	$34,838.65
Oct	335,566	33,549,929	$132,859.04
Nov	680,897	68,076,072	$354,138.50
Dec	1,242,658	124,240,937	$622,896.51
Jan	1,224,905	122,465,982	$627,625.00
Feb	998,265	99,806,555	$506,037.70
Mar	805,659	80,549,827	$412,138.60
Apr	240,812	24,076,414	$107,560.30
May	85,275	8,525,824	$45,126.19
Jun	41,961	4,195,231	$26,211.32
Year-End Totals	5,783,309	578,215,214	$2,900,402.91

Note: Gas Usage (CCF) = [Gas Usage (Therms)]*99.98

CY 2022	Gas Usage (Therms)	Gas Usage (CCF)	Spend
Jan	1,283,713	128,345,616	$563,043.93
Feb	1,173,771	117,353,655	$762,397.04
Mar	863,727	86,355,395	$540,222.00
Apr	339,217	33,914,916	$229,637.81
May	75,529	7,551,369	$67,862.28
Jun	38,497	3,848,920	$47,148.34
Jul	34,195	3,418,806	$34,428.85
Aug	40,630	4,062,217	$49,266.36
Sep	49,451	4,944,111	$59,789.58
Oct	370,326	37,025,203	$285,188.30
Nov	988,543	98,834,569	$881,310.68
Dec	1,223,200	122,295,526	$1,182,964.53
Year-End Totals	6,480,799	647,950,304	$4,703,259.70

Note: Gas Usage (CCF) = [Gas Usage (Therms)]*99.98

FY 2021 - 2022	Gas Usage (Therms)	Gas Usage (CCF)	Spend
Jul	27,791	2,778,524	$21,823.44
Aug	35,758	3,575,035	$27,018.76
Sep	45,854	4,584,453	$32,066.21
Oct	338,625	33,855,767	$236,178.19
Nov	674,145	67,401,047	$421,126.52
Dec	1,089,755	108,953,655	$693,794.85
Jan	1,283,713	128,345,616	$563,043.93
Feb	1,173,771	117,353,655	$762,397.04
Mar	863,727	86,355,395	$540,222.00
Apr	339,217	33,914,916	$229,637.81
May	75,529	7,551,369	$67,862.28
Jun	38,497	3,848,920	$47,148.34
Year-End Totals	5,986,381	598,518,352	$3,642,319.37

Note: Gas Usage (CCF) = [Gas Usage (Therms)]*99.98

CY 2023	Gas Usage (Therms)	Gas Usage (CCF)	Spend
Jan	1,306,238	130,597,635	$1,548,867.46
Feb	1,054,462	105,425,091	$1,067,347.34
Mar	896,334	89,615,483	$743,147.69
Apr	350,198	35,012,826	$163,998.42
May	69,974	6,995,971	$37,121.10
Jun	22,771	2,276,685	$17,468.01
Jul	34,014	3,400,718	$24,170.18
Aug	42,164	4,215,597	$32,633.26
Sep	60,901	6,088,922	$37,302.47
Oct	229,744	22,969,763	$106,266.79
Nov	747,184	74,703,476	$561,391.14
Dec	1,176,311	117,607,604	$869,186.67
Year-End Totals	5,990,296	598,909,771	$5,208,900.53

Note: Gas Usage (CCF) = [Gas Usage (Therms)]*99.98

FY 2022 - 2023	Gas Usage (Therms)	Gas Usage (CCF)	Spend
Jul	34,195	3,418,806	$34,428.85
Aug	40,630	4,062,217	$49,266.36
Sep	49,451	4,944,111	$59,789.58
Oct	370,326	37,025,203	$285,188.30
Nov	988,543	98,834,569	$881,310.68
Dec	1,223,200	122,295,526	$1,182,964.53
Jan	1,306,238	130,597,635	$1,548,867.46
Feb	1,054,462	105,425,091	$1,067,347.34
Mar	896,334	89,615,483	$743,147.69
Apr	350,198	35,012,826	$163,998.42
May	69,974	6,995,971	$37,121.10
Jun	22,771	2,276,685	$17,468.01
Year-End Totals	6,406,323	640,504,124	$6,070,898.32

Note: Gas Usage (CCF) = [Gas Usage (Therms)]*99.98

CY 2024	Gas Usage (Therms)	Gas Usage (CCF)	Spend
Jan	1,260,374	126,012,223	$932,034.73
Feb	882,702	88,252,506	$663,218.87
Mar	743,927	74,377,811	$535,184.95
Apr	360,664	36,059,197	$119,460.81
May	79,388	7,937,202	$32,658.68
Jun	32,695	3,268,806	$18,398.09
Jul	29,943	2,993,725	$21,039.49
Aug	37,399	3,739,132	$22,924.09
Sep	50,846	5,083,573	$24,985.33
Oct	183,021	18,298,480	$184,299.64
Nov	889,978	88,979,960	$638,824.63
Dec	1,102,197	110,197,656	$834,367.82
Year-End Totals	5,653,133	565,200,271	$4,027,397.13

Note: Gas Usage (CCF) = [Gas Usage (Therms)]*99.98

FY 2023 - 2024	Gas Usage (Therms)	Gas Usage (CCF)	Spend
Jul	34,014	3,400,718	$24,170.18
Aug	42,164	4,215,597	$32,633.26
Sep	60,901	6,088,922	$37,302.47
Oct	229,744	22,969,763	$106,266.79
Nov	747,184	74,703,476	$561,391.14
Dec	1,176,311	117,607,604	$869,186.67
Jan	1,260,374	126,012,223	$932,034.73
Feb	882,702	88,252,506	$663,218.87
Mar	743,927	74,377,811	$535,184.95
Apr	360,664	36,059,197	$119,460.81
May	79,388	7,937,202	$32,658.68
Jun	32,695	3,268,806	$18,398.09
Year-End Totals	5,650,068	564,893,825	$3,931,906.64

Note: Gas Usage (CCF) = [Gas Usage (Therms)]*99.98

Corrales ES 1 & 2 natural gas usage

2022-2023		2023-2024		2024-2025	
	Monthly Usage		Monthly Usage		Monthly Usage
Jul-22	18	Jul-23	14	Jul-24	17
Aug-22	23	Aug-23	23	Aug-24	23
Sep-22	24	Sep-23	25	Sep-24	27
Oct-22	206	Oct-23	88	Oct-24	114
Nov-22	570	Nov-23	394	Nov-24	517
Dec-22	642	Dec-23	370	Dec-24	471
Jan-23	607	Jan-24	547	Jan-25	586
Feb-23	542	Feb-24	457	Feb-25	230
Mar-23	407	Mar-24	359		
Apr-23	203	Apr-24	235		
May-23	28	May-24	37		
Jun-23	18	Jun-24	1		
	3,288		2,550		1,985

EVALUATION CRITERIA

EVALUATION CRITERIA Proposals must address each of the following criteria. Each proposal may be awarded points up to the numeric value listed. Points will be awarded in compliance with NMSA 1978, §13-1-21, for New Mexico In-State Resident Business, Native American Resident Business, New Mexico Resident Veteran Business or Native American Resident Veteran Business. If proposal is a Joint Venture, Offeror shall state in submitted proposal the percentage of work that will be performed by each business. Obtain more information:
http://tax.newmexico.gov/Businesses/in-state-veteran-preference-certification.aspx **and**
https://www.generalservices.state.nm.us/statepurchasing/vendorpreferencelist.aspx
Please Note: An Offeror cannot be awarded both a resident business preference and a resident veteran business preference or a Native American resident preference and a Native American resident veteran contractor preference.
The Offeror should contact Buyer for clarification of evaluation criteria or terminology

	Possible Points
Cost- Offerors must complete the cost response form – see item #4 page and Appendix A: Cost Proposal	35
Experience & Operations – see item #2 page	30
Gas Quality and Availability – see item #3 page	30
References	5
Total Possible Points	**100**
New Mexico Resident Business Preference: Five percent of the total possible points to a resident business. Offeror shall include a copy of their In-State Certificate issued by State of New Mexico Taxation & Revenue Department.	**8**
Veteran New Mexico Resident Business Preference: Ten percent of the total possible points to a resident veteran business. To qualify an Offeror must include a copy of their Resident Veteran Certificate issued by State of New Mexico Taxation & Revenue Department, and NM Tax & Revenue documentation of annual business revenue. 10 points for Resident Veteran Business/Contractor with annual revenues of $3 million or less as verified by State of NM Tax & Revenue.	**10**
Total Possible Awarded Points	108-110

Note*:* **FAILURE** to adequately address and meet the above requirements may be cause for the proposal to be deemed non-responsive by the procurement officer.

SUBMITTAL REQUIREMENTS
ATTENTION:
Proposals must be submitted electronically via Vendor Registry by required date and time as noted on Bid/RFP documents.

https://vrapp.vendorregistry.com/Vendor/Register/Index/albuquerque-public-schools-nm-vendor-registration

Important Information: Albuquerque Public Schools Online Bidding System (Vendor Registry) utilizes the Internet and the World Wide Web which is comprised of systems that are completely out APS's control including but not limited to: the District, its agents, and registered suppliers' respective internet service providers. The District and its agents are not responsible for Internet outages, hardware failures, software failures, downtime, internet slowness, acts of God, power failures, and or user errors. All bids/proposals must be submitted before the due date regardless of your organization's ability to submit proposals online. It is the suppliers' responsibility to ensure that Bid/RFP offers arrive before the due date and time.

Proposers understand and agree that technical support may not be readily available the day of and or the hours/minutes prior to a bid closing time (Due Date/Time). Proposers also understand and agree that internet access, browsers, and operating systems are not supported by the District and/or its agents. **Suppliers are strongly encouraged to review, create, and submit all electronic responses several days in advance of the due date and time. Please Note: There is no fee to submit a RFP response, contact Vendor Registry Customer Service for assistance if you see a fee is required.**

PROPOSAL – DETAILED REQUIREMENTS

The Offeror is particularly encouraged to address all evaluation criteria that will be evaluated as described herein. If a factor of evaluation is not adequately responded to by the Offeror, the Offeror may be determined to be non-responsive.

Proposal Format -
Proposals should not exceed 60 pages total for all of the sections listed below. Each sheet face that is printed with text or graphics counts as one page. Front Cover, Section Dividers, Letter of Transmittal and Required Forms do not count towards page count. Please upload one file that contains all documentation in Vendor Registry.

Letter of Transmittal
Cost Proposal (Appendix A)
Experience & Operations
Gas Quality and Availability
References
Required Forms

FORMS & ATTACHMENTS

LETTER OF TRANSMITTAL FORM
SUBMIT WITH YOUR PROPOSAL

Items one (1) to four (4) each **MUST** have a response, failure to respond to all four items **WILL** result in the disqualification of your proposal.

1. Identity (Name) and Mailing Address of the submitting organization:

2. For the Person authorized by the organization to contractually obligate the organization:

Name	
Title	
E-Mail Address	
Telephone	

3. For the person authorized to negotiate the contract on behalf of the organization:

Name	
Title	
E-Mail Address	
Telephone	

4. For the person to be contacted for clarifications:

Name	
Title	
E-Mail Address	
Telephone	

- On behalf of the submitting organization named in item one (1) above, I accept APS Terms and Conditions.
- I agree that submission of our proposal constitutes acceptance of the Evaluation Factors contained in this RFP.
- I acknowledge receipt of any and all amendments of this RFP.

_____

Authorized Signature and Date (**Must** be **signed** by the person identified in Item #2, above.)

COMPLIANCE

(REQUIRED LEGAL FORMS)

All of the following forms must be signed and submitted with your proposal or your proposal may be rejected.

CAMPAIGN CONTRIBUTION DISCLOSURE FORM

Pursuant to NMSA 1978, § 13-1-191.1 (2006), any person seeking to enter into a contract with any state agency or local public body **for professional services, a design and build project delivery system, or the design and installation of measures the primary purpose of which is to conserve natural resources** must file this form with that state agency or local public body. This form must be filed even if the contract qualifies as a small purchase or a sole source contract. The Prospective Contractor must disclose whether they, a family member or a representative of the Prospective Contractor has made a campaign contribution to an applicable public official of the state or a local public body during the two years prior to the date on which the Contractor submits a proposal or, in the case of a sole source or small purchase contract, the two years prior to the date the contractor signs the contract, if the aggregate total of contributions given by the Prospective Contractor, a family member or a representative of the Prospective Contractor to the public official exceeds two hundred and fifty dollars ($250) over the two year period.

Furthermore, the state agency or local public body shall void an executed contract or cancel a solicitation or proposed award for a proposed contract if: 1) a Prospective Contractor, a family member of the prospective Contractor, or a representative of the Prospective Contractor gives a campaign contribution or other thing of value to an applicable public official or the applicable public official's employees during the pendency of the procurement process or 2) a Prospective Contractor fails to submit a fully completed disclosure statement pursuant to the law.

THIS FORM MUST BE FILED BY ANY PROSPECTIVE CONTRACTOR WHETHER OR NOT THEY, THEIR FAMILY MEMBER, OR THEIR REPRESENTATIVE HAS MADE ANY CONTRIBUTIONS SUBJECT TO DISCLOSURE.

The following definitions apply:

"**Applicable public official**" means a person elected to an office or a person appointed to complete a term of an elected office, who has the authority to award or influence the award of the contract for which the Prospective Contractor is submitting a competitive sealed proposal or who has the authority to negotiate a sole source or small purchase contract that may be awarded without submission of a sealed competitive proposal.

"**Campaign Contribution**" means a gift, subscription, loan, advance or deposit of money or other thing of value, including the estimated value of an in-kind contribution, that is made to or received by an applicable public official or any person authorized to raise, collect or expend contributions on that official's behalf for the purpose of electing the official to federal, statewide or local office. "Campaign Contribution" includes the payment of a debt incurred in an election campaign, but does not include the value of services provided without compensation or unreimbursed travel or other personal expenses of individuals who volunteer a portion or all of their time on behalf of a candidate or political committee, nor does it include the administrative or solicitation expenses of a political committee that are paid by an organization that sponsors the committee.

"**Family member**" means spouse, father, mother, child, father-in-law, mother-in-law, daughter-in-law or son-in-law.

"**Pendency of the procurement proces**s" means the time period commencing with the public notice of the request for proposals and ending with the award of the contract or the cancellation of the request for proposals.

"**Person**" means any corporation, partnership, individual, joint venture, association or any other private legal entity.

"**Prospective Contractor**" means a person who is subject to the competitive sealed proposal process set forth in the Procurement Code or is not required to submit a competitive sealed proposal because that person qualifies for a sole source or a small purchase contract.

"**Representative of a Prospective Contractor**" means an officer or director of a corporation, a member or manager of a limited liability corporation, a partner of a partnership or a trustee of a trust of the Prospective Contractor.

DISCLOSURE OF CONTRIBUTIONS:

Contribution Made By:_____

Relation to Prospective Contractor:_____

Name of Applicable Public Official:_____

Date Contribution(s) Made:_____

Amount(s) of Contribution(s) _____

Nature of Contribution(s)_____

Purpose of Contribution(s)_____

_____

Signature Date

_____

Title (position)

– OR –

NO CONTRIBUTIONS IN THE AGGREGATE TOTAL OVER TWO HUNDRED FIFTY DOLLARS ($250) WERE MADE to an applicable public official by me, a family member or representative.

_____

Signature Date

_____

Title (position) Offeror Business Name

CONFLICT OF INTEREST, NON-COLLUSION AND DEBARMENT/SUSPENSION CERTIFICATION FORM

CONFLICT OF INTEREST

As utilized herein, the term "Vendor" shall mean that entity submitting a proposal to Albuquerque Public Schools in response to the above referenced bids/request for proposals.

The authorized Person, Firm and/or Corporation states that to the best of his/her belief and knowledge: No employee or board member of Albuquerque Public Schools (or close relative), with the exception of the person(s) identified below, has a direct or indirect financial interest in the Vendor or in the proposed transaction. Vendor neither employs, nor is negotiating to employ, any Albuquerque Public Schools employee, board member or close relative, with the exception of the person(s) identified below. Vendor did not participate, directly or indirectly, in the preparation of specifications upon which the quote or offer is made. If the Vendor is a New Mexico State Legislator or if a New Mexico State Legislator holds a controlling interest in Vendor, please identify the legislator: _____ List below the name(s) of any Albuquerque Public Schools employee, board member or close relative who now or within the preceding 12 months (1) works for the Vendor; (2) has an ownership interest in the Vendor (other than as an owner of less than 1% of Vendor's stock, if Vendor is a publicly traded corporation); (3) is a partner, officer, director, trustee or consultant to the Vendor; (4) has received grant, travel, honoraria or other similar support from Vendor; or (5) has a right to receive royalties from the vendor.

CERTIFICATION OF NON-COLLUSION STATEMENT

Vendor certifies under penalty of perjury that its response to this procurement solicitation is in all respects bona fide, fair, and made without collusion or fraud with any person, joint venture, partnership, corporation or other business or legal entity. Does vendor agree? YES Initials of Authorized Representative of vendor_____

_____

DEBARMENT/SUSPENSION STATUS

The Vendor certifies that it is not suspended, debarred or ineligible from entering into contracts with the Federal Government, or any State agency or local public body, or in receipt of a notice or proposed debarment from any Federal or State agency or local public body. The vendor agrees to provide immediate notice to Albuquerque Public School's Purchasing Department in the event of being suspended, debarred or declared ineligible by any department or agency of the Federal government, or any agency of local public body of the State of New Mexico, or upon receipt of a notice of proposed debarment that is received after the submission of the quote or offer but prior to the award of the purchase order or contract.

CERTIFICATION

The undersigned hereby certifies that he/she has read the above CONFLICT OF INTEREST, NON-COLLUSION and DEBARMENT/SUSPENSION Status requirements and that he/she understands and will comply with these requirements. The undersigned further certifies that they have the authority to certify compliance for the vendor named **and that the information contained in this document is true and accurate to the best of their knowledge.**

SIGN HERE

Signature: _____ Date_____

Name of Person Signing (typed or printed): _____

Title: _____

Email: _____

Name of Company (typed or printed): _____

Address: _____City/ State:_____

BYRD ANTI-LOBBYING AMENDMENT

Contractor must sign and submit to the Owner the following certification:

APPENDIX A, 44C.F.R. PART l H
CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements: The undersigned certifies, to

the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of theundersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

2. If any funds other than Federal appropriated funds have been paid or will be paid toany person for influencing or attempting to influence an officer or employee of anyagency, a Member of Congress, an officer or employee of Congress, or an
Employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit
Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

3. The undersigned shall require that the language of this certification be included inthe award documents for all sub awards at all tiers (including subcontracts, sub grants, and contracts under grants, loans, and cooperative agreements) and thatall sub recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure. ·

The Contractor, certifies or affirms the truthfulness and accuracy of each Statement of its certification and disclosure, if **any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. Chap. 38, Administrative Remedies for False Claims and Statements, apply to this certification and disclosure, if any.**

_____

Signature of Contractor's Authorized Official

_____

Name and Title of Contractor's Authorized Official

_____

Date

ALBUQUERQUE PUBLIC SCHOOLS

TERMS AND CONDITIONS

STATEMENT OF CONFIDENTIALITY

The undersigned employee of/subcontractor to _____, hereinafter referred to as "Offeror" and/or "Contractor", agrees, during the RFP process, and during the term of the Contract between Contractor and the Albuquerque Public Schools (APS) and forever thereafter, to keep confidential all information and material provided by APS or otherwise acquired by the Employee/Subcontractor, excepting only such information as is already known to the public, and including any such information and material relating to Attachments of this RFP, and relating to any client, vendor, or other party transacting business with APS, and not to release, use or disclose the same except with the prior written permission of APS. This obligation shall survive the termination or cancellation of the Contract between Contractor and APS or of the undersigned's employment or affiliation with Contractor, even if occasioned by Contractor's breach or wrongful termination.

The undersigned recognizes that the disclosure of information may give rise to irreparable injury to APS, a client or customer of APS, or to the owner of such information, inadequately compensable in damages and that, accordingly, APS or such other party may seek and obtain injunctive relief against the breach or threatened breach of the within undertakings, in addition to any other legal remedies which may be available. The undersigned acknowledges that he or she may be personally subject to civil and/or criminal proceedings for such breach or threatened breach.

SIGN HERE

_____

Signature

_____

Title

_____

Offeror Business Name

_____

Date

PROPOSAL SUBMITTAL REQUIREMENTS AND CHECKLIST

Please submit your completed proposal, including the following items. Note that the requested information is mandatory and **failure to submit these items with your response may deem it non-responsive and may be disqualified.**

- ☐ Letter of Transmittal, **SIGNED**
- ☐ Evaluation Criteria Documentation
- ☐ Cost Proposal (Appendix A)
- ☐ Completed Conflict of Interest and Debarment/Suspension Form, **SIGNED**
- ☐ Campaign Contributions Disclosure Form, **SIGNED**
- ☐ **Byrd Anti Lobbying Certification SIGNED- For Federal Purchases**
- ☐ Statement of Confidentiality**, SIGNED**
- ☐ Resident Contractor Or Native American Resident Contractor (or Veteran Resident Contractor or Native American Veteran Resident Contractor) Preference Certificate issued to the Offeror by State of New Mexico Taxation and Revenue – if applicable

Obtain more information:
http://tax.newmexico.gov/Businesses/in-state-veteran-preference-certification.aspx **and**
https://www.generalservices.state.nm.us/statepurchasing/vendorpreferencelist.aspx

- ☐ Addendums (if applicable) – **before** submitting your proposal, please check for addendums here: http://www.aps.edu/procurement/current-bids-and-rfps

∗ *If items are not completed as required, your proposal may be deemed non-responsive.*