

Albuquerque Public Schools
REQUEST FOR PROPOSAL (RFP)
RFP # 17-053SS-RA

Natural Gas Delivery



RFP DUE TIME AND DATE: 2/23/17 @ 2:00 PM (LOCAL TIME)
PURCHASING CONTACT: Sandra Sanchez at 505-878-6116
E-MAIL: sanchez_ss@aps.edu

LOCATION:
Albuquerque Public Schools
Procurement Department
6400 Uptown Blvd. NE, Suite 500E
Albuquerque, NM 87110

OFFICIAL CONTACTS ONLY

This RFP contains restrictions on contact with Board of Education and APS Staff. Violation of this policy may lead to disqualification. See item 4 (Page 3) of General Instructions of this document.

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PROPOSAL GENERAL INSTRUCTIONS

1. Requests for proposals (RFP) will be received at the Albuquerque Public Schools Procurement Office no later than 2/23/17 at 2:00 P.M. (Local time) at which time the said proposals will be opened and recorded as received. The purpose of this Request for Proposal is to obtain natural gas delivery.
2. "The Purchaser" as used in these specifications shall refer to Albuquerque Public Schools (APS).
3. Albuquerque Public Schools is seeking requests for proposals from qualified individuals and/or companies in accordance with the RFP scope of work.
4. Any inquiries or requests regarding clarification of this procurement document shall be submitted to the buyer in writing. Buyer contact information is Sandra Sanchez and email is sanchez_ss@aps.edu. 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 District Departments or employees. Any contact with a District Departments or employee may automatically result in a rejection of any proposal. Any other communication will be considered 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 the District will be provided in writing to all Proposers by addendum, no verbal responses shall be authoritative.
5. Any contact during the RFP evaluation process, or attempt to have contact with the Evaluation Committee, where it is unsolicited by the Evaluation Committee's members, is grounds for disqualification of your offer.
6. Offerors should promptly notify the Buyer of any ambiguity, inconsistency, error, or missing attachments which they may discover upon examination of the RFP.
7. No Addendum will be issued later than FIVE (5) days prior to the date for receipt of Proposals, except an Addendum withdrawing the Request for Proposal or one which includes postponement of the date for receipt of Proposals.
8. The envelope containing the completed request for proposal **must** be marked "Request for Proposal" and corresponding RFP # and addressed as follows:

Albuquerque Public Schools

Physical Address

6400 Uptown Blvd. NE, Suite 500 E
Albuquerque NM 87110

Mailing Address (Allow 5 additional days)

P.O. Box 25704
Albuquerque NM 87125-0704

9. Any and all Proposals not received by the Proposal submission date and time shall be rejected. No late proposals will be accepted under any circumstances, not even if Delivery Company is late. It is recommended to send your proposal early.

10. APS may in its sole discretion extend the time for the submission of offers upon a finding that it is in the interest of the District to do so. Such extensions shall be by addendum, which may be issued before the submission due date.

11. Definition of Terminology: This section contains definitions that are used throughout this procurement document, including appropriate abbreviations:

“Agency” shall mean Albuquerque Public Schools (APS)

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

“Contractor” shall mean 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 of District employees or other representatives assigned to perform the evaluation of Offeror proposals.

“Finalist” is defined as an Offeror who meets all the mandatory specifications of the Request for Bid 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 Offeror’s proposal or bid.

“Offeror” or “Proposer” is any person, corporation, or partnership who chooses to submit a proposal or a bid.

“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 personal property described in the bid.

“Responsive Offer” shall mean an offer, which conforms in all material respects to the requirements set forth in the request for proposal.

12. Any exceptions to the scope of work and/or specifications shall be listed separately in the offer and unless otherwise stated, specifications attached are the minimum requirements. Minor deviations to the specifications as listed, may be considered.

13. This request for proposal may be canceled or proposals may be rejected in whole or in part when it is in the best interest of Albuquerque Public Schools.

14. The District reserves the right in its sole discretion to waive minor informalities in offers submitted provided that such informalities have no effect on price, quality, quantity, fitness, delivery or any matter to be evaluated in making a selection and confer no material advantage on the Offeror who's non conformity is waived.

15. Any sole response that is received may be rejected by the District depending on available competition and timely needs of the District. The District reserves the right to award the contract to the responsible proposers submitting responsive proposals with resulting agreements most advantageous and in the best interest of the District.

16. All costs incurred by a Proposer in connection with responding to this RFP, the evaluation and selection process undertaken in connection with this procurement, and any negotiations with the District will be borne by the Proposer.

17. This procurement in no manner obligates Albuquerque Public Schools until a valid signed contract or valid Purchase Order is executed.

18. The District may add to or delete from the Scope of Work set forth in this RFP.

19. The District reserves the right to eliminate any Proposer who submits incomplete or inadequate responses or is not responsive to the requirements of this RFP.

20. The District reserves the right to discontinue negotiations with any selected Proposer.

21. In submitting an offer to this invitation, the Contractor certifies that the Contractor has not, either directly or indirectly, entered into action in restraint of full competition in connection with the proposal submitted to the District.

22. The contents of the proposals will be kept confidential until APS awards a contract. At that time, 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 will not disclose or make public any pages of a bid 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 offer in order to facilitate eventual public inspection of the non-confidential portion of the offer. 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 Secrets Act, 57-3A-1 to 57-3A-7 NMSA 1978. The price of products offered or the cost of services proposed shall not be designated as proprietary or confidential information.

23. 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. If a vendor proposes an “equal” to scope of work/specifications, reserves the right to refuse any or all proposals and 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.

24. By responding to this RFP, Proposers acknowledge and agree to the terms and conditions set forth in this RFP.

25. Offeror shall submit one (1) original proposal, five (5) identical copies and one (1) identical electronic copy of their proposal to the location specified in item 8 proposal general instructions. Electronic copy is not email; please provide a Jump Drive loaded with your proposal. Fax copies are not accepted.

TERMS AND CONDITIONS

1. **TERM:** APS reserves to right to procure the services/goods as described in this RFP and enter into a one (1) year contract, plus an additional one-year extension, not to exceed a total of eight (8) years. The District will determine which is most advantageous and in the best interest of the District.

2. **NON-APPROPRIATION:** The District’s obligation to make payment under the terms of this RFP is contingent upon its appropriation of sufficient funds to make those payments. If the District does not appropriate funds for the continuation of this procurement, this procurement will terminate upon written notice of that effect to the Contractor. The District determination that sufficient funds have not been appropriated is firm, binding and not subject to review.

3. **PROCUREMENT CODE:** The Procurement Code, Sections 13-1-28 through 13-1-199 NMSA 1978, imposes civil and misdemeanor criminal penalties for its violation. In addition, the New Mexico criminal statutes impose felony penalties for bribes, gratuities, and kickbacks.

4. **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 the District fails to cure the noncompliance within ten (10) days, or
2. By written mutual agreement between the Contractor and the District.

B. Termination by the District

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, the District 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 the District, the termination will not affect any rights or remedies of District against contractor then existing or which may thereafter accrue. Any retention or payment of moneys due the Contractor by the District 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.

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

6. INSURANCE (If Applicable): The successful proposer 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 - \$1,000,000 Product/completed operations aggregate \$1,000,000	\$1,000,000
Bodily injury, per occurrence	\$1,000,000
Medical and medically-related expenses	\$5,000
Vehicle bodily injury, each occurrence, excluding medical and medically related expenses	\$750,000
Property Damage, per occurrence	\$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

7. AUDIT: The District 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 District personnel or a third party under contract with the District. The District shall give the contractor reasonable notice prior to the conduct of any audit and upon receiving the notice from the District the contractor agrees to fully cooperate with the auditors. If contractor subcontracts any portion of its obligation to another party, contractor shall guarantee District's access to books and records of such party.

8. INDEPENDENT CONTRACTOR: The Contractor is an independent contractor performing services for the District. The Contractor shall not accrue leave, retirement, insurance, or any other benefits afforded to employees of the District as a result of this procurement.

9. PROCUREMENT UNDER EXISTING CONTRACTS: In accordance with NMSA 13-1-129, proposers 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 proposer. Contractual engagements accomplished under this provision shall be solely between the awarded proposer and the contracting entity with no obligation by Albuquerque Public Schools

10. **DEBARMENT OR SUSPENSION:** A business (contractor, subcontractor or supplier) that has either been debarred or suspended pursuant to the requirements of 13-1-177 through 13-1-180, and 13-4-11 through 13-4-17 NMSA 1978 as amended, shall not be permitted to do business with the District and shall not be considered for award of the contract during the period for which it is debarred or suspended with the District.

11. **CONFLICT OF INTEREST:** By submitting a proposal, the proposer certifies that no relationship exists between the proposer and the District 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 the District.

12. **NON-DISCLOSURE:** The proposer 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.

13. **PAYMENT:** Any invoice received and payment made shall be subject to District's terms and conditions (NET 30) unless specifically waived by District in a separate written document and not this RFP or any response.

PROTESTS

1. 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 24 hours after the facts or occurrences giving rise thereto, but in no case later than 15 calendar days after the facts or occurrences giving rise thereto (13-1-172 NMSA 1978). The protest must be in writing and delivered to the Executive Director - Procurement Department, Albuquerque, New Mexico

2. 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 (13-1-173 NMSA 1978)

3. The Purchasing Agent or his 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 (13-1-174 NMSA 1978).

4. The Purchasing Agent or his 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 13-1-183 NMSA 1978.

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

OVERVIEW

APS has issued this competitive sealed request for proposals for the purpose of obtaining responsive proposals from responsible parties to provide natural gas delivery.

RFP SCHEDULE

The Procurement Manager will make every effort to adhere to the following schedule:

Action	Responsibility	Date
Issue of RFP	District	1/23/17
Pre-proposal Meeting	District and Offerors	N/A
Deadline for Questions	Offeror	02/13/17 @ 5:00pm (MST)
Submission of Proposal	Offeror	02/23/17 @ 2:00pm (MST)
Evaluation of Proposals	Evaluation Committee	TBD
*Finalist's Interviews	Evaluation Committee	TBD
Contract Negotiations	District Purchasing	TBD

*The selection 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.

This schedule is subject to change.

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 PNMGS 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 PNMGS 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 either 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 not 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.

ESTIMATED HISTORICAL NATURAL GAS USAGE
 FIVE (5) YEAR PERIOD
 2010-2015

MONTH	MAXIMUM THERMS	MINIMUM THERMS
July	34,700	28,600
August	48,500	38,100
September	60,690	58,000
October	336,100	182,450
November	901,200	620,000
December	1,281,240	1,166,100
January	1,433,290	989,400
February	1,125,000	833,800
March	850,000	562,300
April	400,150	163,500
May	115,200	79,000
June	55,000	33,500

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

Historical usage for Calendar Year 2015 and Fiscal Year 15-16 is attached as Appendix C.

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.

	Possible Points	Points This RFP
Cost- Offerors must complete the cost response form – see item #4 page 16 and Appendix A	35	
Experience & Operations – see item #2 page 14	30	
Gas Quality and Availability – see item #3 page 14	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.	5	
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	110-115	

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 thirty (30) 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 not 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.
6. **Attachments: All documents should be signed:** Campaign Contribution Form, Conflict of Interest and Debarment/Suspension Certification Form, Statement of Confidentiality Form, Acknowledgement of Addendums.

PROPOSAL CHECKLIST
Albuquerque Public Schools / Procurement Department

Did You:

- Include One (1) original, five (5) identical copies and one (1) identical electronic copy of your proposal. Electronic copy is not email; please provide a Jump Drive loaded with your proposal. Fax copies are not accepted.
- Include List of References- Please do not list current APS personnel.
- Acknowledge all addenda – Check APS Procurement website for any addenda(s) that may have been issued.
- Review all clarifications/questions/answers. (if applicable).
- Clearly mark your proposal with RFP number on the front of the envelope and opening date.
- Deliver sealed proposal to APS Procurement Office located at 6400 Uptown Blvd. NE, Suite 500 E Albuquerque, New Mexico 87110 before due date.

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

Contact the Purchasing Department immediately if any portion of this RFP is missing. This form is for your information only and does not need to be submitted with your proposal. This form is not all inclusive and Offerors should read the RFP carefully to ensure all items are addressed in your proposal.

FORM A: 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 process**” 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 _____

**FORM B: CONFLICT OF INTEREST AND DEBARMENT/SUSPENSION
CERTIFICATION FORM**

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

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 Procurement 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 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.

Signature: _____

Name of Person Signing (typed or printed): _____

Title: _____ **Date:** _____

Name of Company (typed or printed): _____

Address: _____

City/State/Zip: _____

Telephone: _____

**ALBUQUERQUE PUBLIC SCHOOLS
TERMS AND CONDITIONS
FORM C: 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 3, 4 and 5 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.

Signature

Title

Offeror Business Name

Date

APPENDIX A: COST RESPONSE FORM

Offerors shall complete the pricing form for the San Juan Basin as well as the form for the Permian Basin. Offerors must provide:

- 1) Over-Index price (Do not include the index price at this time. Index price shall be added at time of invoicing at the current basin index.);
- 2) Long-term fixed price strip;
- 3) Guaranteed cost savings percentage.

Explanation:

- Vendor's Price over Index -Inside FERC, San Juan or Permian, first of the month index plus;
- Fixed Price - May be selected by the end user as opportunities arise. A specific volume will be tied to the purchase price for a specific term. Unit price per MBTU includes all fees. Confirmation Agreement letter will specify MBTU/month and during any billing cycle all natural gas quantities used above the average daily quantities specified will default to the Index Price in Option 1;
- Guaranteed percentage savings over NM GAS COMPANY Cost of Gas.

The total of the contractor's charge to the State and Local Public Bodies shall be the sum of:

1. The cost of the gas based upon a specified index (Inside FERC, OR NYMEX Futures Average OR other acceptable indices). PLUS
2. The Seller's Charge as quoted below for the various options. PLUS
3. The pipeline transportation fee. (This may be subject to transport discounts, if available.)

Seller's Charge: The Offeror's fee per unit of natural gas received at the city gate meter and delivered under the terms of this contract for each option indicated below this marketer's fee should be stated in MBTUs. The Offeror is encouraged to provide a tiered rate structure for seller's charges based on monthly volumes nominated by the State or Local Public Body.

Transport Cost: The basis for cost of transporting gas through the interstate and/or intrastate pipeline.

All charges listed on APPENDIX D must be justified and evidence of need documented in the proposal.

- A. The Proposer shall show volumes and discounts that will be extended when monthly purchase volumes meet those stated above.**

If applicable, proposal price **shall not** include state gross receipts tax or local option tax(es). Such tax or taxes shall be added at time of invoicing at current rate, and shown as a separate item to be paid by user.

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:
<i>*Column A is an average of 2014 San Juan index used for evaluation and proposal purposes only.</i>						
1	Over Index: Non-Interruptible Firm Deliveries:	*\$4.241	_____ %	\$ _____	\$ _____	\$ _____
2	Fixed Price Strip:	*\$4.241	_____ %	\$ _____	\$ _____	\$ _____

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:
<i>*Column A is an average of 2014 Permian index used for evaluation and proposal purposes only.</i>						
1	Over Index: Non-Interruptible Firm Deliveries:	*\$4.23	_____ %	\$ _____	\$ _____	\$ _____
2	Fixed Price Strip:	*\$4.23	_____ %	\$ _____	\$ _____	\$ _____

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:	
<i>*Column A is an average of 2014 Permian index used for evaluation and proposal purposes only.</i>						
1.	Over Index: Non-Interruptible Firm Deliveries:	*\$4.23	_____ %	\$ _____	\$ _____	\$ _____
2.	Fixed Price Strip:	*\$4.23	_____ %	\$ _____	\$ _____	\$ _____

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

Additional sheets may be attached.

Offeror's
Name: _____

APPENDIX B: LOCATIONS & METER NUMBERS

1. A. Montoya Elementary School	5535414	51. Del Norte High School	9756223
2. Acoma Elementary School	1074098	52. Dennis Chavez Elementary School	0089540
3. Adobe Acres Elementary School	0536016	53. Desert Ridge Middle School	9728376
4. Alameda Elementary School	0486486	54. Dolores Gonzales Elementary	1527963
5. Alameda Elementary School	0487618	55. Dolores Gonzales Elementary	4890668
6. Alameda Elementary School	5351665	56. Double Eagle Elementary School	9520328
7. Alamosa Elementary School	5535456	57. Duranes Elementary School	0477382
8. Albuquerque High School	1002691	58. Duranes Elementary School	1140043
9. Albuquerque High School	9548894	59. Duranes Elementary School	2239995
10. Alvarado Elementary School	0476023	60. Duranes Elementary School	6088006
11. Alvarado Elementary School	4890687	61. East San Jose Elementary School	5058549
12. Apache Elementary School	5334268	62. Edmund G. Ross Elementary	6187779
13. APS Research Development/DLITS	6076212	63. Edward Gonzales Elementary	0319682
14. Armijo Elementary School	0245505	64. Edward Gonzales Elementary	0336960
15. Armijo Elementary School	6373216	65. Eisenhower Middle School	0041589
16. Arroyo Del Oso Elementary School	9851048	66. Eisenhower Middle School	0315152
17. Atrisco Elementary School	4960552	67. Eldorado High School	8466034
18. Atrisco Heritage Academy	0492845	68. Emerson Elementary School	5536383
19. Bandelier Elementary School	0491338	69. Ernie Pyle Middle School	0044980
20. Bandelier Elementary School	9851431	70. Ernie Pyle Middle School	0072180
21. Barcelona Elementary School	2348333	71. Ernie Pyle Middle School	0484523
22. Barcelona Elementary School	5534879	72. Ernie Pyle Middle School	1537949
23. Bel Air Elementary School	0490337	73. Ernie Pyle Middle School	5536265
24. Bel Air Elementary School	4864691	74. Eugene Field Elementary School	5330880
25. Bellehaven Elementary School	5330795	75. Evening School	0485379
26. Career Enrichment Center	0215030	76. Family School East	1110299
27. Carlos Rey Elementary School	0478706	77. Family School East	1132943
28. Carlos Rey Elementary School	5659855	78. Food Services Warehouse	0345614
29. Chamiza Elementary School	5536847	79. Food Services Warehouse	0458134
30. Chaparral Elementary School	0041350	80. Food Services Warehouse	0476098
31. Chaparral Elementary School	0487996	81. Food Services	8831228
32. Chaparral Elementary School	9633616	82. Freedom High School	0132771
33. Chelwood Elementary School	0233788	83. Garfield Middle School	0042504
34. Chelwood Elementary School	5330879	84. George I. Sanchez	0060739
35. Cibola High School	480726	85. Georgia O'Keeffe Elementary	5533685
36. Cibola High School	0144459	86. Governor Bent Elementary School	5621503
37. Cibola High School	6085345	87. Governor Bent Elementary School	6145663
38. City Center	9936090	88. Grant Middle School	6406549
39. Cleveland Middle School	0475662	89. Grant Middle School	9756225
40. Cleveland Middle School	5536849	90. Griegos Elementary School	0041073
41. Cochiti Elementary School	0484725	91. Griegos Elementary School	0475567
42. Cochiti Elementary School	4960553	92. Griegos Elementary School	0476877
43. Collet Park Elementary School	5058553	93. Harrison Middle School	0011480
44. Collet Park Elementary School	6445756	94. Harrison Middle School	0479117
45. Comanche Elementary School	8190512	95. Harrison Middle School	6341633
46. Community Stadium	0078048	96. Hawthorne Elementary School	4500140
47. Coronado Elementary School	0488981	97. Hawthorne Elementary School	6350356
48. Coronado Elementary School	0817443	98. Hayes Middle School	9941046
49. Corrales Elementary School	0445176	99. Helen Cordero Elementary School	6355298
50. Corrales Elementary School	9956139	100. Highland High School	1003536

101.	Highland High School	5535552	154.	Maintenance & Operations	5654109
102.	Highland High School	9839420	155.	Manzano High School	0093140
103.	Highland High School	0477387	156.	Manzano High School	2712403
104.	Highland High School	8375109	157.	Manzano High School	5621355
105.	Highland North Autism	0476545	158.	Manzano Mesa Elementary	1600009
106.	Hodgin Elementary School	0483960	159.	Manzano Mesa Elementary	410776
107.	Hodgin Elementary School	0010900	160.	Marie Hughes Elementary	1087655
108.	Hodgin Elementary School	6133146	161.	Marie Hughes Elementary	4309747
109.	Hoover Middle School	6056857	162.	Mark Twain Elementary	0062813
110.	Hubert Humphrey Elementary	0517524	163.	Mark Twain Elementary	6355308
111.	Inez Elementary School	1004175	164.	Mary Ann Binford Elementary	0032561
112.	Inez Elementary School	0478786	165.	Mary Ann Binford Elementary	0476751
113.	Inez Elementary School	0483867	166.	Mary Ann Binford Elementary	0490021
114.	Inez Elementary School	0491214	167.	Mary Ann Binford Elementary	1847604
115.	Jackson Middle School	0132769	168.	Materials Management	0056937
116.	Jackson Middle School	5639196	169.	Matheson Park Elementary	0048371
117.	James Monroe Middle School	0046732	170.	Matheson Park Elementary	0485387
118.	Janet Kahn School of Arts ES	6402111	171.	McCollum Elementary School	0046729
119.	Jimmy Carter Middle School	9953856	172.	McKinley Middle School	0479110
120.	John Adams Middle School	0018539	173.	McKinley Middle School	2240007
121.	John Baker Elementary School	0039707	174.	McKinley Middle School	2974853
122.	John Baker Elementary School	5636501	175.	McKinley Middle School	476562
123.	KANW FM-Radio	2174544	176.	Milne Stadium	0215458
124.	Kennedy Middle School	0245506	177.	Milne Stadium	0492325
125.	Kirtland Elementary School	0041546	178.	Milne Stadium	1066053
126.	Kirtland Elementary School	0042470	179.	Milne Stadium	1481930
127.	Kirtland Elementary School	5332449	180.	Mission Avenue Elementary	5620054
128.	Kit Carson Elementary School	0051178	181.	Mitchell Elementary School	0475954
129.	L.B. Johnson Middle School	5535917	182.	Mitchell Elementary School	0484094
130.	La Cueva High School	8510672	183.	Monte Vista Elementary School	0485555
131.	La Luz Elementary School	4890610	184.	Monte Vista Elementary School	4392443
132.	La Luz Elementary School	6356131	185.	Monte Vista Elementary School	5532966
133.	La Mesa Elementary School	0228022	186.	Montezuma Elementary School	0032659
134.	La Mesa Elementary School	6186411	187.	Montezuma Elementary School	4653754
135.	Lavaland Elementary School	0480793	188.	Mountain View Elementary	5635362
136.	Lavaland Elementary School	0486428	189.	Navajo Elementary School	6605438
137.	Lavaland Elementary School	4755545	190.	New Futures High School	0485486
138.	Lew Wallace Elementary	0338015	191.	New Futures High School	0491241
139.	Longfellow Elementary School	0338015	192.	North Star Elementary School	0492716
140.	Los Padillas Elementary School	0480804	193.	NE Region (Aztec Complex)	0062821
141.	Los Padillas Elementary School	5331992	194.	NE Region (Aztec Complex)	6171338
142.	Los Padillas Elementary School	6080767	195.	Ocate Elementary School	4864449
143.	Los Ranchos Elementary	5331991	196.	Osuna Elementary School	0479137
144.	Lowell Elementary School	0033020	197.	Painted Sky Elementary School	5621502
145.	Lowell Elementary School	0144126	198.	Pajarito Elementary School	5536407
146.	Lowell Elementary School	0479310	199.	Petroglyph Elementary School	0480776
147.	Lowell. E. Admin Office PK	6373162	200.	Petroglyph Elementary School	5618106
148.	MacArthur Elementary School	5331995	201.	Polk Middle School	6341644
149.	Madison Middle School	4962317	202.	Polk Middle School	6705314
150.	Madison Middle School	5536382	203.	Polk Middle School	9958853
151.	Maintenance & Operations	0478713	204.	Reginald Chavez Elementary	5331018
152.	Maintenance & Operations	0899669	205.	Reginald Chavez Elementary	9938950
153.	Maintenance & Operations	5332451	206.	Rio Grande High School	0042251

207.	Rio Grande High School	1780071	240.	Transportation Mechanical Ctr	0491873
208.	Rio Grande High School	2854336	241.	Truman Middle School	0058017
209.	Rio Grande High School	4727490	242.	Truman Middle School	0488889
210.	Roosevelt Middle School	0328741	243.	Truman Middle School	0492242
211.	Rudolfo Anaya Elementary	0492937	244.	Valle Vista Elementary School	0486459
212.	S. Y. Jackson Elementary	5619732	245.	Valle Vista Elementary School	0489857
213.	San Antonito Elementary	9941049	246.	Valle Vista Elementary School	4755607
214.	Sandia High School	0484808	247.	Valley High School	2173182
215.	Sandia High School	0761522	248.	Valley High School	4866917
216.	Sandia High School	8817902	249.	Valley High School	9847712
217.	Sandia High School	9441817	250.	Van Buren Middle School	0030653
218.	Sandia High School	0060684	251.	Van Buren Middle School	0486056
219.	School on Wheels	0044976	252.	Ventana Ranch Elementary	0417613
220.	School on Wheels	0032881	253.	Ventana Ranch Elementary	0492764
221.	School on Wheels	0478763	254.	Volcano Vista High School	0492762
222.	Seven Bar Elementary School	0123883	255.	Washington Middle School	3293158
223.	Seven Bar Elementary School	0227213	256.	Washington Middle School	5557558
224.	Sierra Vista Elementary School	5331996	257.	West Mesa High School	6171357
225.	Sierra Vista Elementary School	6108159	258.	West Mesa High School	6350384
226.	Sombra Del Monte Elementary	0476867	259.	West Mesa High School	8512302
227.	Sombra Del Monte Elementary	5580542	260.	Wherry Elementary School	0044822
228.	Stadium/Soccer Complex	1133151	261.	Wherry Elementary School	0489438
229.	Sunset View Elementary	049900	262.	Wherry Elementary School	0476006
230.	Susie Rayos Marmon ES	0041120	263.	Whittier Elementary School	6341635
231.	Susie Rayos Marmon ES	0485268	264.	Whittier Elementary School	9427636
232.	Taft Middle School	0487784	265.	Wilson Middle School	0106462
233.	Taft Middle School	5621356	266.	Wilson Middle School	5557808
234.	Taylor Middle School	4969522	267.	Wilson Stadium	0228026
235.	Taylor Middle School	6406599	268.	Zia Elementary School	0089657
236.	Tierra Antigua Elementary	0492904	269.	Zia Elementary School	0485584
237.	Tomasita Elementary School	0480758	270.	Zuni Elementary School	0115085
238.	Tomasita Elementary School	5351672	271.	Zuni Elementary School	0483720
239.	Tony Hillerman Middle School	0492903			

APPENDIX C: 2015 HISTORICAL USAGE

CY 2015	Gas Usage (Therms)	Gas Usage (CCF)	Spend
Jan	1,370,920	137,064,582	\$794,759.01
Feb	960,540	96,034,789	\$594,156.85
Mar	666,480	66,634,670	\$397,724.57
Apr	312,370	31,230,753	\$195,642.63
May	129,980	12,995,400	\$55,918.68
Jun	37,060	3,705,259	\$21,730.99
Jul	34,760	3,475,305	\$20,618.81
Aug	48,830	4,882,023	\$26,984.15
Sep	70,640	7,062,587	\$34,665.27
Oct	306,990	30,692,860	\$181,950.20
Nov	901,200	90,101,976	\$484,236.38
Dec	1,281,240	128,098,375	\$701,898.74
Year-End Totals	6,121,010	611,978,580	\$3,510,286.28

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

FY 2015 – 2016	Gas Usage (Therms)	Gas Usage (CCF)	Spend
Jul	34,760	3,475,305	\$20,618.81
Aug	48,830	4,882,023	\$26,984.15
Sep	70,640	7,062,587	\$34,665.27
Oct	306,990	30,692,860	\$181,950.20
Nov	901,200	90,101,976	\$484,236.38
Dec	1,281,240	128,098,375	\$701,898.74
Jan	1,433,290	143,300,334	\$733,618.77
Feb	931,490	93,130,370	\$533,186.93
Mar	628,140	62,801,437	\$344,363.60
Apr	362,040	36,196,759	\$193,121.69
May	116,110	11,608,678	\$45,310.80
Jun	47,230	4,722,055	\$22,264.51
Year-End Totals	6,161,960	616,072,761	\$3,322,219.85

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