



## Town of Derry, New Hampshire

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### REQUEST FOR PROPOSALS

(B20-120)

December 4, 2019

The Town of Derry, New Hampshire seeks proposals for:

### **Aggregated Natural Gas Supply**

**Offered by:  
Town of Derry**

**RFP Process Coordinated by:  
Michael Fowler, Department of Public Works  
Department of Public Works  
(603) 432-6144**

The Town of Derry is seeking fixed price quotes for natural gas supply for several municipal and school buildings.

#### Background:

Agera Energy recently defaulted on providing natural gas supply on a contract which was ending in June 2021. The Town and School Department have returned to default service with Liberty Utilities. The Town is seeking a supply contract as soon as possible.

#### Scope of work:

The pricing shall be FIXED for the duration of the period requested:

1. 6 months through June 2020
2. 18 months through June 2021
3. Any other period that may be advantageous to the Town and Schools

The proposal shall include information relative to:

- Billing and payment terms
- Copy of sample or proposed contract
- Information relative to NHPUC Aggregator Registration
- History of other municipalities serviced by aggregator/generator
- Confirmation of Single Billing Format

Submission Information:

Proposers must comply with the following submission procedures:

1. Sealed proposals shall be submitted marked “Aggregated Natural Gas Supply” on the outside of the envelope, addressed to:

Michael A. Fowler, P.E.  
Director, Derry Municipal Center  
14 Manning Street  
Derry, New Hampshire 03038

Proposals will be accepted until 4:00 p.m. on **Monday, December 16, 2019**. Proposals received after this time will be returned unopened. Faxed or emailed proposals will not be accepted.

After review of all proposals, the Town of Derry will sign an agreement by no later than December 20, 2019, if the proposal is in the best interest of the Town.

2. **AUTHORIZATION:** The proposal must be signed in ink by an authorized signer, or by an agent of the proposer legally qualified and acceptable to the proposer, and contain the printed names, titles, and business and post office address of both parties, if applicable.
3. **WITHDRAWAL OF PROPOSALS:** A proposer will be permitted to withdraw their proposal unopened after it has been deposited if such request is received in writing prior to the time specified for opening of the proposals.
4. **DISQUALIFICATIONS OF PROPOSERS:** A proposer may be disqualified and the proposal rejected for either of the following reasons: 1) evidence of collusion among proposers or 2) failure to supply complete information as requested by this Request for Proposals.
5. **RESERVATION OF RIGHTS:** The Town of Derry and Derry School District reserves the right to reject any or all proposals, to waive technical or legal deficiencies, and to accept any proposal that it deems to be in the best interest of Town. Factors such as cost, service history, ease of billing format, etc. may be considered as part of the contract award.

6. SEPARABILITY – The Town of Derry will accept only full packages for all requested elements. Proposals submitted without all scope of work items included shall be disqualified.

Energy Consumption:

Building	Location	Account #	7/18–6/19 Usage therms
Derry Municipal Center	14 Manning St	44520555-44133499	8973
Police Dept/Main Bldg	1 Municipal Dr	44520087-44132694	8126
Fire/Central Station	131 East Broadway	44520283-44133010	6053
Derry Public Library	64 East Broadway	44605864-44280341	9639
Hood School	5 Hood Road	44659887-44396901	58939
Grinnell School	6 Grinnell Road	44659888-44396901	30304
Barka School	21 Eastgate Road	44663985-44427540	40789
South Range School	1 Drury Lane	44663986-44427543	27202
West Running Brook School	1 WRB Lane	44520260-44132982	36228
Superintendent’s Building	18 South Main St.	44520430-44133254	4723
Derry Village School	28 South Main St.	44520523-44133447	36451
WR – Building #1	28 South Main St.	44520524-44133448	2436
WR – Building #2	28 South Main St.	44520525-44133449	2159
<b>TOTAL 12 month consumption</b>			<b>272,022 therms</b>