



**Commonwealth Utilities Corporation**  
**Office of the Executive Director**



**REQUEST FOR PROPOSALS**  
**CUC-RFP-14-015**

**UTILITY RATE & FINANCIAL CONSULTING SERVICES**

The Office of the Executive Director for the Commonwealth Utilities Corporation (CUC) is soliciting competitive sealed proposals from qualified firms to provide Utility Rate and Financial Consulting Services.

The requested Utility Rate and Financial Services will assist CUC in revising the charge schedules for electricity, water and wastewater by conducting the appropriate rate studies and developing the related cost of service models. In addition to these base rate activities, CUC will also require assistance with periodic reviews of its levelized energy adjustment clause (LEAC) rates, water electric charge (WEC) rates, and wastewater electric charge (WVEC) rates. During the two year term of this contract, CUC anticipates filing 3 base rate cases (one each year for electric, water and wastewater) and at least four periodic reviews of the LEAC, WEC, and WVEC. Preparation of testimony and appearance at public hearings will also be required. Ad hoc rate related studies may also be requested from time to time.

The RFP package may be obtained from the CUC Procurement and Supply Office, 3rd Floor, Room No. 3, Joeten Dandan Commercial Building, Saipan, between 7:30 a.m. to 11:30 a.m. and 12:30 p.m. to 4:00 p.m., Monday through Friday, except on government observed holidays upon completion of registration and presentation of a receipt evidencing a non-refundable payment to the CUC Treasury Section, by cash, check or credit card in the amount of \$200.00 for one RFP package set. Prospective Proposers for this RFP must pre-register with the CUC Procurement & Supply Division by May 16, 2014 to be considered.

A Pre-proposal Conference will be held on May 15, 2014 at 10:00 a.m. (ChST), at the CUC Training Room, 3<sup>rd</sup> Floor, Joeten Dandan Commercial Building, Dandan, Saipan, Commonwealth of the Northern Mariana Islands.

**One (1) original and Five (5) hard copies** must be submitted in a sealed envelope marked "CUC RFP 14-015, Utility Rate and Financial Consulting Services to CUC Procurement & Supply Division, 3<sup>rd</sup> Floor, Room No.3, Joeten Dandan Commercial Building, P.O.Box 501220, Dandan, Saipan MP 96950, **no later than 10:00 a.m. (ChST) on June 4, 2014.** Proposals mailed via postal or courier service must be received on or before due date and time.

All Offerors are advised that CUC assumes no responsibility in any act of omission on the part of the Offeror due to lack of information or understanding of the proposal requirements in the course of Contractor's preparation of a proposal or supply under the contract.

Discussions may be conducted with responsible proposers for the purpose of clarification and to ensure full understanding of, and responsiveness to solicitation requirements. Proposers shall be accorded fair and equal treatment. There shall be no disclosure of any information derived from proposals submitted by competing proposers.

All responses to this RFP should take into account any and all taxes which will become the obligation of the proposer awarded a contract.

This Request for Proposal does not commit CUC to the award of a contract or contracts, nor to pay any cost incurred in the preparation and submission of proposals in anticipation of a contract. This request and the ensuing contract shall be executed pursuant to the CUC Procurement Regulations. The contractor shall be required to comply with all CNMI and applicable Federal Laws.

Questions or requests for clarification will be entertained only from pre-registered prospective proposers and must be submitted in writing no later than 10:00 a.m. (ChST) on May 16, 2014 to Manny B. Sablan, Manager, CUC Procurement & Supply via email address [manny.sablan@cucgov.org](mailto:manny.sablan@cucgov.org), with a copy to Charles Warren, CUC Chief Financial Officer via email address [charles.warren@cucgov.org](mailto:charles.warren@cucgov.org)

CUC reserves the right to reject any or all proposals for any reason and to waive any defects in said proposal, if in its sole opinion, to do so would be in the best interest of CUC. All proposals shall become the property of CUC.

ALAN W. FLETCHER  
Executive Director

MANNY B. SABLAN  
Manager, Procurement & Supply