

# **TOWN OF SIMSBURY**

**DEPARTMENT OF PUBLIC WORKS  
933 HOPMEADOW STREET  
SIMSBURY, CT 06070**

**REQUEST FOR PROPOSALS**

**FOR**

**UTILITY INVOICE PAYMENT AND  
ENERGY MANAGEMENT INFORMATION SYSTEM  
SERVICES**

**June 4, 2014**

**Proposals Due  
June 24, 2014 at 10:00 a.m.**

**Prepared By:**

**Department of Public Works  
Town of Simsbury  
933 Hopmeadow Street  
Simsbury, CT 06070**

## **NOTICE TO PROPOSERS**

The Town of Simsbury is seeking responses from qualified firms with experience providing a comprehensive range of utility invoice payment services including management of on-line utility tracking and management systems to submit proposals for services associated with the management of the Town and possibly Board of Education utility costs, payments and energy consumption data.

Sealed proposals marked "Utility Invoice Payment and Energy Management Information System Services" will be received by the Town of Simsbury Finance Department, 933 Hopmeadow Street, Simsbury, CT 06070. Submissions will be received no later than 10:00 a.m., June 24, 2014.

Each Respondent, by making their proposal, represents that they have read and understand the proposal documents. The right is reserved to reject any and all proposals not deemed to be in the best interests of the Town of Simsbury.

## **INSTRUCTIONS TO PROPOSERS**

- **General:** Sealed proposals will be received by the Finance Department of the Town of Simsbury, Connecticut at the Town Hall for the services described herein.
- **Service:** At the date of opening proposals, it will be presumed that each Respondent has made a thorough examination of all information relative to the services to be performed under this contract; is satisfied as to the actual conditions and requirements of the services; and has read and become familiar with the proposal documents.
- **Respondent Qualifications:** The town may make such investigation as deemed necessary to determine the ability of the Respondent to discharge the proposed activities. The Respondent shall furnish the Town with all information and data as may be required for that purpose. The Town reserves the right to reject any proposal if the Respondent fails to satisfactorily convince the Town that they are properly qualified by experience and capabilities to carry out the obligation of the proposed activities and to satisfactorily provide the services described herein.
- The contract will be awarded by the Town of Simsbury to that bidder whose proposal will provide the best value to the Town, as determined by the award criteria defined in this Request for Proposal and subject to the Town's right to reject any and all proposals.
- The relationship between the Town and contractor is expected to be a mutually beneficial partnering concept in which respective strengths in experience, technology and resources will be shared freely. The intent of this relationship is to constantly improve the efficiency and quality of service provided, including but not limited to Scope of Services defined herein.
- **Rejection of Proposals:** The Town reserves the right to reject proposals for any reason the Town deems advisable and to award a contract to any of the Respondents of service at the sole discretion of the Town.
- **Non-Inclusive Responses:** Any item required in the Request For Proposals (RFP) that is not included in a respondent's proposal shall be specifically noted. If there are no specifically noted exclusions in a proposal it will be assumed that the Respondent accepts and understands all of the requirements of this request for proposals.
- **Reimbursable Expenses:** The fee submitted by the Respondent shall include any and all reimbursable expenses. The Town will not be liable for any costs incurred in the preparation of the response to this request.
- **Question/Inquiries:** Any questions regarding this request for proposals must be in writing and addressed to Thomas J. Roy, P.E., Director of Public Works, on or before 4:00 p.m., June 16, 2014. This can be achieved via fax to 860-408-5416, email to [troy@simsbury-ct.gov](mailto:troy@simsbury-ct.gov), or mail to Town of Simsbury, Department of Public Works, PO Box 495, Simsbury, CT 06070 on or before June 16, 2014. All responses will be made via addendum and posted to the Town's web page at least two days prior to the scheduled proposal due date.

## **PROPOSAL REQUIREMENTS**

### **1. INTENT**

The Town of Simsbury invites firms to respond to a Request for Proposals to select a Respondent to provide comprehensive utility invoice payment and energy management information system services to the Town. It is anticipated that the selected Respondent will report to the Town's Director of Public Works or his designee. The Town is seeking a qualified firm with a core competency in energy account management to provide expertise in verifying utility billing charges, processing utility payments, and providing a comprehensive energy management information system of costs and consumption data. The need for this partnership is a reflection of the increasingly complex energy marketplace and significant increase in the cost of energy. Services will be provided to all Town of Simsbury facilities identified in Attachment 1 and include electricity, natural gas and water.

Services may also include providing the same services for the Town of Simsbury's Board of Education facilities identified in Attachment 1-A.

### **2. SCOPE OF MANAGEMENT SERVICES**

The Town is seeking proposals from qualified firms to provide utility invoice payment and energy management information system services in accordance with the following Scope of Services:

All utility bills will be redirected to selected Respondent.

- a. Review utility bills for accuracy and enter into the energy management information system in a timely manner.
- b. Identify and resolve billing issues with the respective utility.
- c. A file will be prepared weekly of accounts payable to be interfaced with the Town's General Ledger Accounting System.
- d. The energy Management Information System (EMIS) will be populated at the commencement of the engagement with the previous twenty-four (24) months of data.
- e. The EMIS will have the capability to project utility costs in conjunction with the annual budget process.
- f. The EMIS will have web-based access and report generation capabilities.
- g. The EMIS data is the property of the Town of Simsbury and must be transferrable to other similar operating systems at the end of the engagement.

### **3. PROVISION OF ADDITIONAL SERVICES**

It is understood that firms responding to this RFP may have the capacities to provide additional services to the Town above those required in Section 2. It is the intent of the Town to clearly understand what services will be provided by responding firms above and beyond what is requested in Section 2.

Responses should detail these additional services into two categories as described in the proposal submission instructions: those services that would be provided as part of the base fee and separately list those services that would be provided at an additional cost to the Town. The Town is interested in learning what innovative energy and carbon benchmarking services can be offered which may add value to the Town's desire to reduce costs while delivering superior facilities services to its staff, students and citizens.

#### **4. TERM AND RENEWAL OPTION**

The intent of the Town is to enter into an agreement for an initial three (3) year period. After the three year period, the Town intends to evaluate the effectiveness of the services provided and make a decision on continuing the relationship with the possibility of two (2) separate one (1) year extensions.

#### **5. REPORTS**

The selected Respondent shall produce an annual work plan updating achievements in meeting the goals of the engagement over the previous year and a work plan for the ensuing year. Also provide descriptions of more frequent reporting periods and the benefits of such.

#### **6. COMPENSATION**

The Town intends to award a contract that reimburses the contractor a lump sum amount payable in equal monthly installments for the three year contract period. The Town would also like to receive unit pricing based on the number of accounts changing over the contract term. The Town will not accept pricing based on percentage of savings.

#### **7. TERMINATION**

Following the award of this request for proposals, should the Town find that the Respondent has failed in any material respect to perform its obligations under this agreement; the Town may cancel this agreement. The Town shall notify the Respondent in writing of its failures and permit the Respondent to correct its failures within thirty (30) days. If after the thirty (30) day period the Respondent fails to correct its failures to the satisfaction of the Town, the agreement will be cancelled effective immediately. The Respondent will be expected to continue to perform the requirements of the RFP and contract during that thirty day period. The Respondent shall be liable for damages from such breach including reasonable foreseeable incidental and consequential damages. Any compensation due the Respondent will be paid only in accordance with the compensation section of the RFP. The contractor shall pay the Town liquidated damages in amounts specified herein for each and every time the contractor is in default in the performance of its responsibilities. The amount of liquidated damages, which sum is hereby agreed upon, not as a penalty, but as liquidated damages which the Town will suffer by reason of such default.

## **8. KEY PERSONNEL**

The selected Respondent will be required to utilize the key personnel identified in the proposal and subsequently approved by the Town to perform the stated functions. In the event that the personnel named in the proposal are unable to perform due to death, illness or resignation from the employment, the Town's request for removal or similar reasons, the Respondent will promptly submit the names and qualifications of proposed suitable replacements. No substitution of key personnel will be allowed without the prior approval of the Town. Once a contract is in place, advanced notification of any proposed staff changes will be required. Approved substitution will be made at no increase in proposed fee.

## **9. INSURANCE**

The selected Respondent will be required to maintain insurance in accordance with the attached Insurance Requirements, **Exhibit 1**, and furnish the Town with certificates of insurance effecting coverage required by this exhibit.

## **10. TAXES**

The Town is a qualified tax-exempt institution and as such is not liable for any federal, state, or local excise, sales, use, property or other taxes that Respondent may incur as a result of this agreement.

## **11. INDEMNIFICATION**

- a. The successful Respondent shall release defend, indemnify and hold harmless the Town of Simsbury and the Simsbury Board of Education, their respective boards and commissions, officers, officials, employees, agents, representatives, and servants from any and all suits, claims, losses, damages, costs (including, without limitation, reasonable attorney's fees), compensation, penalties, fines, liabilities or judgments of any name or nature for injuries or alleged injuries to person (including sickness and death) or to property, or financial losses, sustained or alleged to have been sustained by any person or concern, including officers, agents, servants, employees, contractors and subcontractors of the Town or the successful Respondent or by anyone acting under the supervision of the Respondent. This indemnity shall not be affected by other portions of this agreement relating to insurance requirements.
- b. The successful Respondent shall release, defend, indemnify and hold harmless the Town of Simsbury and the Simsbury Board of Education, their respective boards and commissions, officials, officers, employees, agents, representatives, and servants from any and all suits, claims, losses, damages, costs (including without limitation, reasonable attorneys' fees), compensation, penalties, fines, liabilities or judgments that may arise out of the failure of the successful Respondent, its

officers, agents, employees, contractors, subcontractors, or anyone directly or indirectly employed by them to comply with any laws, statutes, ordinances, codes, and rules and regulations or the United States of America, the State of Connecticut, the Town of Simsbury or their respective agencies. This indemnity shall not be affected by other portions of the agreement relating to insurance requirements.

## **12. PUBLIC INFORMATION & OWNERSHIP OF DOCUMENTS**

All proposals submitted and information included therein or attached thereto shall become public records upon their delivery to the Town. All documents created by the Respondent during the completion of their contract requirements shall become the property of the Town, including any databases and information systems that are created. Proprietary information shall be identified as such. The Town will take every effort to secure proprietary information within its limits and confines.

## **13. SELECTION PROCESS AND EVALUATION CRITERIA**

### **Evaluation Criteria:**

After receipt of proposals, the Town will use the following criteria in evaluating the proposals and selecting a provider of services:

- a. The Respondent's technical understanding of the project, its purpose, scope and field as evidenced by the quality of the proposal submitted, operational plan and staffing plan. Confidence in the capacity of each firm to provide comprehensive utility invoice payment and energy management systems and the firm's understanding of what is needed to deliver such a strategy. This shall include the background and experience of the Respondent in providing similar services elsewhere, including the level of experience in working with municipalities and/or other governmental bodies of similar size, and the quality of services performed, either for the Town or for other municipal or private sector clients.
- b. The quality and effectiveness of the firm as evidenced by references of current clients being provided with comprehensive energy management services as described in this RFP. Responses will be evaluated based upon quality of the reference, success of client experiences, and relevancy of reference to this engagement. The Firm's history and stability will also be taken into consideration, including its financial stability. Respondent shall include past three (3) years audited financial records.
- c. Costs: Competitiveness of proposed fee, although the Town is not bound to select the respondent who proposed the lowest fees for services, the Town reserves the right to negotiate fees with the selected respondent.

## **14. PROPOSAL SUBMISSION INSTRUCTIONS**

Respondents shall provide one (1) original and three (3) copies of all proposal materials.

### **Section A: Submittal Letter**

Respondents shall submit a cover letter, addressed to Thomas J. Roy, P.E., Public Works Director, signed by an authorized principal or agent of the respondent, which provides an overview of the respondent's offer, as well as the name, title, fax number, email address and phone number of the person to whom the Town may direct questions concerning the proposal. The letter should also include a statement by the respondent accepting all terms and conditions contained in this request, signed by an officer or other individual with authority to bind the firm.

### **Section B: Detailed Proposal Including:**

2. Operational and Implementation Plan:
  - 2.1 A detailed description of the operational plan of how the Respondent would meet the requirements of the scope of services section.
  - 2.2 Each response should include a discussion of what the firm has to offer for services for utility invoice payment and energy management systems; what are some of the difficulties and complexities of such an arrangement and how the firm would mitigate these difficulties and complexities to ensure a successful relationship;
  - 2.3 What the firm would hope to achieve for the Town by providing services; and any other information that the firm would define as important to ensure a successful partnership.
  - 2.4 In addition, each proposal shall include a description of any other services the Respondent would provide as part of the lump sum fee for services.
  - 2.5 The proposal should also discuss the firm's approach to protecting the privacy and security of the Town's data including disaster recovery plans. The proposal shall also identify ownership of the EMIS and a plan for transition of the Town's data contract expiration.
  - 2.6 Each proposal shall include a description of the positions the Respondent will supply with the key personnel; the competency and experiences of the key personnel for each position; the responsibilities of each of the positions; and the role each position will perform interfacing with the Town personnel, tenants and customers in performing the basic management services. A description of all other personnel that would be provided or available to meet the energy management services requirements shall also be provided.
3. A statement of the annual lump sum fee shall be submitted in the format requested by the Town and included in this request for proposals for the three (3) year contract period (see RFP Submission Form). The fee shall include all materials, supplies, personnel and whatsoever is necessary to perform Energy Management Services as described herein. The Town is exempt from the payment of excise taxes, transportation and sales taxes imposed by the Federal Government and/or the State of Connecticut. Such taxes must not

schedules with the selected respondent. Also provide a unit cost on a per account basis to cover changes in accounts during the contract term.

4. Other auxiliary services offered by the Respondent at a fee in addition to the lump sum fee for the basic services shall also be described in the proposal. Such descriptions shall include the services offered and the respective fees for each service.
5. Three (3) references shall be provided in the proposal. Proposal shall provide a detailed written summary of the respondent's experience and capability in providing similar energy management services elsewhere, especially experience in providing services to municipalities. Each reference shall be provided with a description of the relationship and name and telephone number of the key contact. All telephone numbers and contact information should be verified for accuracy by the Respondent.
6. Each proposal shall identify any expectations the Town would need to provide for the partnership to be successful. This would include any records, documents, technology requirements, and/or personnel necessary to successfully provide an energy management program as specified herein.

### **Section C: Fee Proposal**

Attached following Exhibit 1.

**EXHIBIT 1**

**INSURANCE REQUIREMENTS:**

The firm must carry insurance under which the Town is named as an additional insured, as follows:

Such insurance must be by insurance companies licensed to write such insurance in Connecticut against the following risks with the following minimum amounts and minimum durations.

- A. Workman's Compensation, as required by State Statute.
- B. Public Liability, Bodily Injury Liability and Property Damage Liability as follows:
  - Injury or death of one person: \$1,000,000
  - Injury to more than one person in a single accident: \$1,000,000
  - Property damage in one accident: \$1,000,000
  - Property damage in all accidents: \$1,000,000
- C. Automobile and Truck (Vehicular) Public Liability, Bodily Injury Liability and Property Damage Liability as follows:
  - Injury or death of one person: \$1,000,000
  - Injury to more than one person in a single accident: \$1,000,000
  - Property damage in one accident: \$1,000,000
  - Property damage in all accidents: \$1,000,000

Insurance under B, and C above must provide for a 30 day notice to the Town of cancellation/or restrictive amendment.

Insurance under B and C above must be for the whole duration of the contract and for twelve (12) months after acceptance of the project by the Town.

Subcontractors must carry A, B, and C in the same amounts as above for the duration of the project and until acceptance by the Town.

Certificates of insurance must be submitted to the Director of Public Works prior to the signing of the contract and within ten days of notification of award of contract. Should any insurance expire or be terminated during the period in which the same is required by this contract, the

Director of Public Works shall be notified and such expired or terminated insurance must be replaced with new insurance and a new certificate furnished to the Director of Public Works.

Failure to provide the required insurance and certificates may, at the option of the Town, be held to be a willful and substantial breach of this contract.

**RFP SUBMISSION FORM**

**ENERGY MANAGEMENT SERVICES**

**TOWN OF SIMSBURY**

By signing this form, you acknowledge compliance and agreement with the RFP requirements.

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<b>Name</b>	<b>Title</b>
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<b>Signature</b>	<b>Date</b>
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**Company Name**

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**Address**

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<b>City</b>	<b>State</b>	<b>Zip Code</b>
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<b>Telephone</b>	<b>Alternate Phone Number</b>
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**PROPOSAL FOR TOWN OF SIMSBURY**

**RFP Energy Management Services Lump Sum Fee:**

**First Year:** \$ \_\_\_\_\_

**Second Year** \$ \_\_\_\_\_

**Third Year** \$ \_\_\_\_\_

**Unit Pricing Per Account:** \$ \_\_\_\_\_

**PROPOSAL FOR TOWN OF SIMSBURY & BOARD OF EDUCATION**

**RFP Energy Management Services Lump Sum Fee:**

**First Year:** \$ \_\_\_\_\_

**Second Year** \$ \_\_\_\_\_

**Third Year** \$ \_\_\_\_\_

**Unit Pricing Per Account:** \$ \_\_\_\_\_

**ATTACHMENT 1**

**TOWN OF SIMSBURY**

**UTILITY BILLS**

ELECTRICITY				
Connecticut Light & Power				
TOWN FACILITY	LOCATION	CLP ACCT #	METER #	DEPT
Henry James	155 Firetown Road	51019312032	310392005	Bd of Ed
Library	725 Hopmeadow St.	329742911	76298072	library
Weatogue Park	Hopmeadow St.	51340542067		Park & Rec
Belden Town Office	933 Hopmeadow St	51976902007	70509293	pw
15 Sugar Loaf Cut		51844154013		pw
41 Quarry Road	Apt.-Quarry Road	312758587		pw
60B Old Farms Road	Old Farms Road	51265332064		pw when not rented
60C Old Farms Road	apt.-Old Farms Road	51580254084	pay only when	pw when not rented
60D Old Farms Road	Old Farms Road	51051432000		pw when not rented - rented6/09
Bicycle Path	0000 Hopmeadow St.	51031025075	891345532	pw
BofE/Custodial Bldg.	68 Town Forest Rd	5197052086		pw
Central Bus. Lot	Wilcox Street	51264442021	8251338	pw
Dewey Farm	51 Terrys Plain Rd.	51844136002		pw
Eno Farmhouse	69 or 71 Wolcott Rd.	51014694046	9318122	pw
Eno Memorial Hall	754 Hopmeadow St.	51105042063	6581428	pw
Highway Dept.	66 Town Forest Rd.	51025822032	82076429	pw
Iron Horse Cmmtr.lot	15 Mall Way	51727642084	68683824	pw
Orkil Farms	60 Old Farms Road	324822411	78842281	pw
Pattison Property	Quarry Road	51308012053	13372791	pw
Scout Hall	695 Hopmeadow St.	51678612029	62634252	pw
St.Mary's Parish lamp	PAR LAMPS	51268162062	unmetered	pw
Street Light	0 Grist Mill Rd.	51060056090		pw
Street Lights		51577702038	none	pw
Street Lights		51640802088	pole 1877	pw
Traffic Lights	7 signals	51161702055		pw
Golf course	Hopbrook Road		49944365	rec
Orkil Farms	Old Farms Road	51417702073	75850550	rec
Rec. area Memorial Field	52-55 Plank Hill Rd.	315951328	66525400	rec
Memorial Pool	22 Plank Hill Rd.	51626712087	50975734	rec
War Memorial Field	Plank Hill Road	316236828	280056007	rec
Meadow Pond	55 Hedghog Lane	324814632	74263893	rec
Simsbury Farms	Old Farms Road	51417702073	890691192	Rec
60A Old Farms Road	Old Farms Road	324822502	76740119	rec
Curtis Park	61 T'Ville Road	51197832025	809222612	rec
Park at Town Forest Rd.	Town Forest Road	51179742069	01743022	rec
Pinchot Tree	Hartford Road	51919742023	recreation	rec
Hoskins Rd, Lot P104		51361942063	883521382	Rec
22 Iron Horse Blvd		51140134099		rec
Treatment Plant	3 Tunxis Rd	51769802075	17389338	sewer
Sewer Dept.	Hayes Rd & West St.	312178511	21281946	sewer
Sewer Dept.	Wolcott Road	51495312068	55349524	sewer
Sewer Dept.	36 Drake Hill Road	315949026	55443446	sewer
Hayes Rd.	Pump Station	332652511	86744597	sewer
Sewer	Hayes Rd., Tville	332652511	85381492	sewer
Main St Ext	Tariffville	51327052056		Sewer

**NATURAL GAS**

<b>CNG Acct #</b>	<b>Meter</b>	<b>POD</b>	<b>Address</b>	<b>CNG Rate</b>
040-0010430-2936	387921	400-0000020-5465	754 Hopmeadow DFU-ENO	GSRs207
040-0010434-1801	329224	400-0000020-5659	933 Hopmeadow Townhall	GSRs207
040-0010487-2383	320272	400-0000037-5196	29 Massaco St Base	SGSH 201
040-0010637-8231	483199	400-0000036-6912	29 Massaco St Modular	SGSH 202
040-0010630-3544	425804	400-0000037-0009	R 29 Massaco St # DUFU	SGSH 202
040-0010440-5705	309280	400-0000020-5976	33 Mountain View Rd DUFU LAT	SGSH 202
040-0010433-7965	405287	400-0000020-5642	155 Firetown Rd B DUFU	LGCH 212
040-0010617-9464	425799	400-0000036-3626	34 Farms Village Rd DUFU-501	LGCH 212
040-0010366-0383	475930	400-0000020-5525	High School 34 Farms Village Rd	LGCH 212
040-001043-3777	327520	400-0000020-5639	29 Massaco St DUFU	SGSH 202
040-001055-5379	301309	400-0000020-5662	725 Hopmeadow CR06	GSRs207

<b>Direct Energy Accounts</b>	
<b>Address</b>	<b>Account #</b>
Eno Hall 754 Hopmeadow St	20905953-885-7
Town Hall 933 Hopmeadow St.	91526422-166-3

## AQUARION WATER ACCOUNTS

<b>Account</b>	<b>Meter</b>	<b>Description</b>	<b>Location</b>
200192027	70213340	Pro Shop	100 Old Farms Road
200192071	60829044	Clubhouse	110 Old Farms Road
200192108	48706394	80 Hopbrook	112 Old Farms Road
200198359	76416015	Pump House	66 Wolcott Road
200201737	87971232	Grounds	Old Farms Road
200201747	70113148	WPCA	36 Drake Hill Road
200198237	78078981	Boy Scout Hall	695 Hopmeadow St
200201072	60756191	Eno Memorial	754 Hopmeadow St
200208340	60727577	Town Hall	933 Hopmeadow St
200201703	60554898	Pedestal	22 Iron Horse Blvd
200201716	82308615	Bandshell	10 Iron Horse Blvd
200201728	702113335	War Memorial	22 Plan Hill Rod
200208330	82308492	Schultz	905 Hopmeadow St
200195482	none	Unmetered account	66 Town Forest Rd
200201083	none	Unmetered account	754 Hopmeadow St
200311837	60751448	Sims Farm Pool	100 Old Farms Road
200191773	51715449	Apple Barn	60A Old Farms Road
200191795	78078898	Residential Rental	60B Old Farms Road
200191820	86449850	Residential Rental	60C Old Farms Road
200191862	77275823	Residential Rental	60D Old Farms Road
200192894	60833428	Ball fields	99 Hoskins Rd
200195440	49217676	Squadron line	66 Town Forest Rd
200196047	48831505	Maintenance	68 Town Forest Rd
200196193	60693319	Pit	Town Forest Road Pit
200198321	43167453	Residential Rental	15 Sugar Loaf Cut
200201759		WPCA	36 Drake Hill Road
200207836	79145494		71 Wolcott Rd
200210724	52461601	Landfill	66 Wolcott Road
200208349	87534101	Sewer Plant	36 Drake Hill Road
200208359	5191335	Jaycees Ball Field	??
200206962	60533613	Henry James	157 Firetown Rd
200206962	60824794	Henry James	157 Firetown Rd
200208367	52461603		89 Sand Hill Rd
200200233	60727580	Library	725 Hopmeadow Street
200208377	na	Town Fire Service?	933 Hopmeadow St
600003209		backflow preventer annual tests	933 Hopmeadow St
90044625		backflow preventer annual tests	Misc. buildings

**ATTACHMENT 1-A**

**SIMSBURY BOARD OF EDUCATION**

**UTILITY BILLS**

**BOE ELECTRICITY****Connecticut Light & Power**

<b>SCHOOL FACILITY</b>	<b>LOCATION</b>	<b>CLP ACCT #</b>	<b>METER #</b>	<b>DESCRTIPTION</b>
Central School	29 Massaco Street	51865802094	891015932	
Latimer Lane School	33 Mountain View Drive	51885512087	891801242	
Squadron Line School	40 Squadron Line Road	51340222041	891977642	
Tariffville School	42 Winthrop Street	51029594009	890134372	
Tootin Hills School	ST LT	51735702045		Street Lights
Tootin Hills School	25 Nimrod Road	51834942088	892500772	Fire Pump
Tootin Hills School	25 Nimrod Road	51905232047	892500762	
Henry James Memorial School	155 Firetown Road	51019312032	891813412	TM 80 Seasonal
Henry James Memorial School	155 Firetown Road	51123812000	891791172	
Henry James Memorial School	155 Firetown Road	51228842019	890395302	
Simsbury High School	34 Farms Village Rd, Lot 10	51051334068	890633072	
Simsbury High School	34 Farms Village Rd	51555802065	891977672	

**BOE WATER****AQUARION WATER COMPANY OF CT**

<b>SCHOOL FACILITY</b>	<b>LOCATION</b>	<b>ACCT #</b>	<b>METER #</b>	<b>DESCRTIPTION</b>
Central School	29 Massaco Street	200198058	60665985	
Central School	29 Massaco Street	200198067	unmetered	Fire Pump Services
Latimer Lane School	33 Mountain View Drive	200203179	60665965	
Squadron Line School	40 Squadron Line Road	200203169	60715807	
Tootin Hills School	25 Nimrod Road	200203160	60697985	
Tootin Hills School	15 Nimrod Road	200203188	unmetered	Fire Pump Services
Henry James Memorial School	155 Firetown Road	200207513	70093633	
Henry James Memorial School	155 Firetown Road	200207521	unmetered	Fire Pump Services
Simsbury High School	34 Farms Village Rd	200197308	60829041	

**BOE NATURAL GAS**

**Connecticut Natural Gas/Direct Energy Services**

ACCOUNT NAME	SCHOOL FACILITY	LOCATION	CNG ACCT #	CNG METER #	CNG POD #	CNG Rate	Direct Energy Billing ACCT #	Direct Energy ACCT #	Direct Energy METER #	Direct Energy Pricing Plan
#DUFU	Central School	29 Massaco Street	040-0010433-7775	327520	400-0000020-5639	SGS	44616481-890-3	44616481-36-7325	327520	Fixed Full Req Citygate
#MODULAR	Central School	29 Massaco Street	040-0010637-8231	483199	400-0000036-6912	SGS	16299974-304-8	16299974-33-5201	483199	Fixed Full Req Citygate
#BASE	Central School	29 Massaco Street	040-0010487-2383	320272	400-0000037-5196	SGS	26381609-610-5	26381609-76-6887	320272	Fixed Full Req Citygate
R#DUFU	Central School	29 Massaco Street	040-0010630-3544	425808	400-0000037-0009	MGS	64744834-953-8	64744834-95-3350	425808	Fixed Full Req Citygate
#DUFU LAT	Latimer Lane School	33 Mountain View Rd	040-0010440-5705	309280	400-0000020-5976	LGS	44983508-567-0	44983508-28-8081	309280	Fixed Full Req Citygate
B DUFU	Henry James Memorial Sch	155 Firetown Road	040-0010433-7965	405287	400-0000020-5642	LGS	30721708-413-5	30721708-23-1071	405287	Fixed Full Req Citygate
#HIG-SCHL	Simsbury High School	34 Farms Village Rd	040-0010366-0383	475930	400-0000020-5525	LGS	10153100-791-8	10153100-60-6367	475930	Fixed Full Req Citygate
B DUFU-501	Simsbury High School	34 Farms Village Rd	040-0010617-9464	425799	400-0000036-3626	LGS	18754132-559-8	18754132-46-3438	425799	Fixed Full Req Citygate