



**Addendum No. 1
RFP 17-202**

NERC SUPPORT SYSTEM

Each recipient of this Addendum No. 1 to the Request for Proposal (RFP) who responds to the RFP acknowledges all of the provisions set forth in the RFP and agrees to be bound by the terms thereof. This addendum shall modify, clarify, change or add information and clarification and become part of the above referenced RFP.

CLARIFICATION:

1. Due to holiday schedules, we would like to request an extension to the proposal response due date to January 6th, 2017.
A: Due to current priority, we can not change the response due date
2. Do you have any agreements with a Nuclear facility?
A: No
3. Do you have UVLS that protects the BES?
A: No
4. Do you have UFLS that protects the BES?
A: Yes
5. Do you have a special protection scheme?
A: No
6. Are you required to have disturbance monitoring equipment?
A: No
7. Are you an element of an IROL?
A: No
8. Are you a part of a cranking path?
A: No
9. Have you been assigned duties in their TOP's restoration plan?
A: No
10. Do you have interruptible demands and or Direct Control Load Management (DCLM)?
A: No (Other than UFLS)



11. Do you have Capacity benefit margin?

A:No

12. Do you own a synchronous condenser?

A:no

13. Do you have an individual generating unit greater than 100 MVA (gross nameplate rating). Or an individual generating plant consisting of multiple generating units that are directly connected at a common BES bus with total generation greater than 100 MVA (gross aggregate nameplate rating)

A:Yes

14. Do you have an individual generating unit greater than 20 MVA (gross nameplate rating) directly connected to the Bulk Electric System. or a Generating plant/ Facility consisting of one or more units that are connected to the Bulk Electric System at a common bus with total generation greater than 75 MVA (gross aggregate nameplate rating)?

A:Yes

15. Do you have a black start unit?

A:No

16. Do you have load-responsive phase protection systems?

A:No

17. Clean Power Plan (CPP). NERC found that the CPP is expected to accelerate a fundamental change in electricity generation mix, resulting in changes to power system planning and operations to address expected changes in power flows and overall system behavior. These changes due to the CPP may or may not result in new NERC standards or compliance requirements in the future, which cannot be reliably predicted at this time. The CPP may itself be changed by the incoming Administration. The above said:

a. Can the City of Lake Worth provide further insight as to the scope and intent of this EPA experience qualification category, as meeting and fulfilling the scope of services listed in Exhibit "A", and the consultant responsibilities listed in Exhibit "F", would not, in our opinion, require or necessitate experience in EPA rules and regulations?

A:Since the incoming administration policies are still unknown, we are unable to answer this question.

ii. Would the City of Lake Worth consider removing this qualification category from the RFP?

A:No. The bidder may submit an addendum based on the unknown status and position of the new administration.

iii. Would the City of Lake Worth consider proposals from a Consultant who did not include resources with direct experience in EPA rules and regulations?

A: Yes



- iv. Could knowledge and familiarity with NERC's assessments and reviews of EPA regulations such as the CPP be sufficient for the Consultant to be awarded full points in this qualification category?

A:No

18. Does the City own or maintain any facilities that have SPS, UFLS, UVLS, or DME equipment?

A:As listed above, the City of Lake Worth only has UFLS equipment, , no SPS, UVLS or DME equipment

19. Is the City a part of a NPIR with a nuclear facility?

A:No

20. Does the City have any technical feasibility exceptions (TFEs), BlackStart capable units or BlackStart restoration plans, approved waivers for complying with CIP V5 requirements?

A:No

21. Is the City a part of either a Joint Functional Registration (JFR) or Coordinated Functional Registration (CFR) Agreement with another entity?

A:No

22. Regarding the City's expectation for Exhibit A – Scope of Services for item number 6, which states "Manage Subcontractor(s) to meet requirements of NERC PRC Standards". Is this an oversight role to validate meeting requirements or a complete project management role?

A:The consultant would be required to validate and ensure all equipment was properly calibrated and documented.

23. What's the City's timeline for notifying the proposer of award of project?

A:Projected to be January 2016

24. What's the projected start date of the project scope of work?

A:Projected to be January 2016

25. How many assets are in the Program? Are they classified High, Medium, Low as far as impact?

A:This is assumed to be categoration of the the current CIP standards. Currently all CIP criteria under CIP-002-5 are considered to be Low Impact

26. How many users are required for training?

A:The City of Lake Worth is estimating 50 personnel or less.

27. Ae there any current PV's being tracked and managed, if so how many?

A:None at this time, however this is expecte to increase based on consultaants input.

28. Provide overview of self-certification and risk abased assess process. Manual or automated?

A:Manual



29. Is there a quarterly review process for access reconciliation? Manual or automated?

A: No

30. Provide the number of contractors working on the PRC Standards

A: None at this time. PRC-005-6 was just completely impleted and documented. In the future, the City of Lake Worth may need resourses to meet and PRC deadlines. This contract covers the oversight of the program, and as needed the City of Lake Worth with work with the consultant for advice on manpower needed. This maintence of the equipment would be a separate bid for maintenance actives if needed

31. Provide current status of PRC Standards implementation

A: Currently in compliance with existing standards based on current timetables.

32. What is the budget for contractors? Hourly rate versus fixed.

A: Not Appricable. For this bid, the consutant may chose to bid based on an hourly basis or fixed price. Any maientence requirements (such as PRC-005) will be determined by eithnin house staff or separate bid from this project.

33. In the first paragraph and second sentence of Exhibit "A", when it talks to "...CIP-002-5.1 BES Categorization Documentation Package and the Low Impact Documentation Compliance Package, is this referring to the following:

- a. Creation of the BES Cyber Asset Listing
 1. BES Cyber System Grouping
 2. Classification of Assets
 3. Asset Information
 - a. Hostname
 - b. IP
 - c. Associated ESP
 - d. Device Type
 - e. Etc.
 4. Impact Rating based on Facility
 5. Registration of Facility
- b. All documentation that will be need for the Cyber Security Policy under CIP-003-6
 - i. Cyber Security Awareness
 - ii. Physical Security Controls
 - iii. Electronic Access Controls
 - iv. Cyber Security Incident Response Plans

A: The intent is for the the consultant to meet the all the current NERC CIP status based on the current "Low Impact Definition"

34. In your "Qualifications by Category" table you reference "the ability to deliver in a specific timeline..." Did you have an expected timeline in mind? When were you looking to begin implementation?

A: Implementation is expected to begin within two weeks of bid award



35. How are you currently utilizing OATI in your compliance process?

A: Not relevant

36. How are NERC tasks delegated at LWEU as of now? Is there an office that caters specifically to NERC CIP and/or NERC 693? How many SME's, Compliance Officers, etc. are involved in your compliance program?

A: One Compliance Officer will oversee this contract as well as EPA regulations.

37. Have Subject Matter Experts been assigned to manage the technical aspects of all Cyber Assets in scope? If so, how is the information that has to be generated by them received and stored?

A: No

38. Has LWEU determined they are solely a Low Impact Facility?

A: Yes

39. Roughly how many Cyber Assets are in scope at this point?

A: Unknown at this time. This City of Lake Worth serves approximately 26,000 customers and approximately 100MW of generation

40. Is there a Cyber Security Operations team involved with any of the NERC CIP standards at this point?

A: No

41. How long has LWEU had to adhere to the NERC CIP standards? If previously required to do so, has documentation and procedures been set up for NERC CIP V3?

A: No

42. For the requirement "Manage subcontractor(s) to meet requirements of NERC PRC Standards" what do you see as the scope of this task?

A: Oversight to ensure all documentation for PRC standards have been met

43. Exhibit "F" item #4 states "Personnel will be assigned as the CIP Senior Manager." Is this referring to LWEU personnel or the Proposer?

A: The City of Lake Worth compliance office.

44. How many Standards are you currently responsible for?

A: Please refer to current NERC & FRCC documentation based on the registration of the City of Lake Worth with FRCC/NERC.

45. What constitutes "proper licenses" from your perspective?

A: Any requirements under the current NERC/FRCC Standards applicable to the City of Lake Worth.



46. Section F on page 10 references a fixed fee proposal. However, in the Qualifications by Category table on page 8, you ask for a yearly rate schedule over the three years. Should we submit just our yearly rate schedule for our proposed resources?

A: Yearly rate schedule for all NERC applicable activities. EPA/additional support can be based on hourly cost.

47. **On page 8 of 17**, you mention a scoring system that is based upon “Consultant meets NERC Standard CIP-004-6 R3” however, there is not a section annotated where this can be made clear. What section would you prefer this information?

A: The intent of City of Lake Worth would award points based on the following: Process to perform a seven year criminal history records check as part of each personnel risk assessment that includes: 3.2.1. current residence, regardless of duration; and 3.2.2. other locations where, during the seven years immediately prior to the date of the criminal history records check, the subject has resided for six consecutive months or more. If it is not possible to perform a full seven year criminal history records check, conduct as much of the seven year criminal history records check as possible and document the reason the full seven year criminal history records check could not be performed

48. **On page 8 of 17**, you mention scoring based on a “Consultant experience in EPA rules and regulations.” However, you do not mention this type of work in the scope of services (Exhibit A), or in the responsibility matrix (Exhibit F). We do not have a method to price the services in the annual rate table unless more specific details are known. Would Lake Worth prefer us to include these services in the hourly rate table? Is this sufficient to satisfy the requirements of the RFP?

A: Hourly Rate table for all EPA services

49. Under section 13, Proposal Format, item C, References & Materials, you request “Samples of materials that would fall into the scope of services herein” to be included with the proposal. Since we are bound by nondisclosure agreements with each of our clients, we cannot provide you with materials prepared for them during our engagements that are similar to your requested scope of services. What other material will you accept as references for services rendered (for example, public audit records)?

A: The City of Lake Worth is not interested in the specific entity for this specific requirement. The intent is to evaluate samples of policies and procedures to assist in the evaluation of the quality of the documentation. A sample an overall compliance program (ICP) and a sample of a 693 and 706 policy NOT INCLUDIING THE ENTITY NAME would suffice.

50. Under Section 12, Evaluation and Award, you mention scoring based on consultant experience with EPA rules and regulations. Is there a particular reporting requirement that mixes NERC requirements and EPA regulations within your area of responsibility?

A: The City of Lake Worth Compliance Officer is responsible for both NERC and EPA. There may be times where the City of Lake Worth may want to call on an EPA specialist. This would most likely be covered as an hourly rate separate from the NERC compliance program.



51. While researching your company, we came across a previous RFP (15-101) for a NERC Technology Solution. If it is permissible, can you provide information related to that RFP including whether you purchased such a system, and if so, the selected vendor and if the system is performing as requested?

A: This RFP is completely separate from any other RFP's.

Proposers must acknowledge receipt of this Addendum No. 1 in the space provided below. This Addendum forms an integral part of the RFP documents and therefore must be executed and submitted with you proposal.

Issued By: City of Lake Worth
Financial Services
December 20, 2016

Signed By: Hirut Darge
Hirut Darge
Purchasing Agent

PROPOSER/Company

Company Name: _____

Signed By: _____ Print Name: _____

Title: _____ Date: _____