Addendum 3
July 28th, 2026
South Jersey Port Corporation
Request for Proposals
SJPC-26-38 – Energy Master Planning Services
All South Jersey Ports Marine Terminals

NOTICE

This Addendum is considered part of this Request for Proposals and must be acknowledged with your submission.

ANSWERS TO FORMALLY SUBMITTED QUESTIONS

Question 1. Procurement compensation / Proposal Form

Our procurement services are typically compensated via a supplier-paid volumetric fee ($/kWh embedded in the supply price) rather than a fee paid by SJPC. May Task 2 (Procurement) be entered as $0 on the Proposal Form with the volumetric adder disclosed separately? If so, where should it be stated, and how will the Proposal Review Committee normalize supplier-paid compensation against fixed-fee proposals in the cost evaluation?

Answer 1. If you wish to propose a supplier-paid volumetric fee ($/kWh embedded in the supply price) rather than a fee paid by SJPC, then enter an order of magnitude estimated annual fee for Task 2, with the volumetric adder explained in detail separately. The Proposal Review Committee will then compare supplier-paid compensation against fixed-fee proposals by a detailed interview of the specifics of the supplier-paid volumetric fee structure.

Question 2. Procurement compensation / Proposal Form

If a supply contract executed during the contract term delivers beyond the term (e.g., a 36-month supply agreement), does procurement compensation continue for the life of the supply contract?

Answer 2. If that is the basis of compensation, then yes.

Question 3. Billing oversight / benchmarking (Scope Task 3)

We can provide an automated platform delivering monthly utility invoice verification, budgeting, benchmarking, and tracking of cost, consumption, and emissions. Typically, we fold this cost into the volumetric procurement fee referenced in the first

question. Alternatively, it could be directly billed as a flat onboarding fee plus a per-meter-per-month fee. Is either one of these preferable / allowable? Or does the SJPC require only hourly billing?

Answer 3. A flat monthly fee for the monitoring of our portfolio of accounts is acceptable, but we would like to know the corresponding level of effort (estimated hours per month).

Question 4. Billing oversight / benchmarking (Scope Task 3)

Are the "few exceptions" of tenants billed directly by the utility (Answer 9 in previously circulated questions) among the 28 electric accounts listed in Exhibit A, or separate?

Answer 4. The invoices for the two accounts on Lines 25 and 26 go directly to the tenant. They have been removed from the revised Exhibit A (attached). Other exceptions of tenants billed directly by the utility are not on listed on Exhibit A.

Question 5. Usage data / accounts

Please confirm POD IDs for accounts 20–22 and 25–28 in Exhibit A (currently shown as N/A, ?, or TBD). Are accounts 27 and 28 newly established/energized?

Answer 5. Please see the attached exhibit with the requested POD numbers added. See Answer 4 for other changes to Exhibit A.

Accounts 27 and 28 are for new cargo handling electric vehicle charging stations which were energized on April 5, 2024.

Question 6. Procurement mechanics / timing

Given the January 1, 2027, supply expiration and the award timeline, does SJPC expect the electricity procurement to run ahead of or parallel to the Master Plan so a new supply agreement is executed before expiration?

Answer 6. Yes. A new supply agreement must be executed before expiration.

Question 7. Procurement mechanics / timing

Addendum 2 (Answer 2) confirms the natural gas accounts are on utility default supply. Should third-party natural gas procurement be evaluated and, if beneficial, executed under Task 2?

Answer 7. Yes.

Question 8. Demand-side

Is SJPC interested in demand response and/or economic demand management (peak load management)? If so, should DR evaluation be priced within Tasks 1/3, or treated as an additional service on an as-requested basis?

Answer 8. Yes. Due to the nature of our usage, we believe that the potential for demand response and/or economic demand management is limited. However, please include this analysis under Task 1.

Question 9. RFP Submission Details

Where in the proposal should resumes go? Under 5. Staff Resources? Or after the Proposal Form?

Answer 9. After the Proposal Form would be convenient.

Question 10. RFP Submission Details

Please clarify if the subcontractors are required to fill out all the required forms without submission (ex. Insurance/Exhibits Q1 thru Q29…)

Answer 10. No. SJPC does not require Q Documents from a prime contractor's subcontractor. However, the successful Proposer is prohibited from subcontracting and/or assigning any of its work/services that it is contracted to do without the express written consent of the SJPC. As a prerequisite to subcontracting any work and/or services, the prime must obtain SJPC's approval.

Subcontractors will have to provide a certificate of insurance if they come on to the site(s).

Question 11. Does the current utility rate structure include maintenance of any electrical assets on terminal downstream of the substation?

Answer 11. No.

Question 12. For the two terminals covered by this scope, what is the average age of the electrical assets of SJPC?

Answer 12. It varies. At Broadway, the main 26 kv substation was installed circa 2001 which included the cables and transformers for the 4,160 secondary distribution system. Two out of five 480-volt substations have been replaced recently. Some 480-volt switchgear date back to circa 1945. At Balzano, the oldest equipment is circa 1936 with other systems added or upgraded in 1982, 1993, and the four emergency generators added in 2012.

Question 13. Is SJPC seeking to reduce the number of meters?

Answer 13. No.

Question 14. Can we obtain recent electric and gas bill copies of each location?

Answer 14. The successful firm will have access to all billing records.

Question 15. The SOW indicates that Paulsboro and Salem are excluded; however, a subsequent section states that the Energy Consultant will prepare an enterprise-wide Energy Master Plan. Given the exclusion of these facilities, please clarify SJPC's expectations regarding the level of effort for Paulsboro and Salem. Specifically, if the intent is for recommendations and measures developed under the Master Plan to be replicable at these locations, what analysis, coordination, or consideration is expected from the consultant for these facilities?

Answer 15. Those two facilities are not included in this scope of work.

Question 16. The Energy Master Plan should consider applicable New Jersey and federal energy, climate, and carbon-emissions policies and regulations in addition to the primary objective of reducing utility costs. Please clarify what SJPC considers to be the planning horizon for the "long-term" Energy Master Plan. For example, is SJPC seeking a 10-year strategic roadmap, or does it expect the consultant to develop a longer-term plan that aligns with evolving state and federal energy, electrification, decarbonization, and emissions-reduction policies and targets? Additionally, what level of emphasis should be placed on regulatory compliance, carbon reduction, resiliency, and sustainability objectives relative to energy cost savings?

Answer 16. Ten years is an adequate planning horizon. The SJPC complies with all applicable regulations as they are promulgated, while carbon reduction, resiliency, and sustainability objectives are pursued based on implementation costs versus available funding.

Question 17. Will SJPC provide projections for future business growth, operational expansion, contraction, or changes in facility utilization to support development of the long-term Energy Master Plan? If so, please indicate the planning horizon and level of detail that will be available, as these assumptions can significantly influence future energy demand forecasts, infrastructure requirements, and capital planning recommendations.

Answer 17. Yes. The SJPC recently completed a Facilities Masterplan which can be made available to the successful firm. That report contains 3, 5, and 10 year scenarios.

Question 18. Can you please confirm all forms required with proposal submission and which forms are required after notice of intent to award/before contract execution?

Answer 18. All of the forms called for in the RFP are due with the proposal. The only documents to submit after award are your W-9 and Certificate of Insurance.

Question 19. Q7-Pp 14-18 To confirm that these are not required: Affirmative Action Evidence for Procurement/Service Form AA-201 and AA-202 – these forms pertain more to construction services then the Professional Services requested in this RFP. Do we need to fill in these two forms if we do not provide construction services? Are there other forms for Professional Services that we could provide instead or is the NJ Certificate of Employee Information Report sufficient?

Answer 19. Forms AA-201 & AA-202 are for construction contracts, and your NJ Certificate of Employee Information Report will be sufficient.

Question 20. Q 15 - P 42Form AA-302 - Do we need to fill out this form if we are providing the NJ Certificate of Employee Information Report?

Answer 20. Your submitted NJ Certificate of Employee Information Report covers the need to supply us with a filled copy of the AA-302 form.

Question 21. Q 22- P 61 – If we already submit our annual disclosure statement to the NJ ELEC, do we still need to provide you with this Disclosure form?

Answer 21. Yes, please provide us with a copy of the disclosure form.

Question 22. APPENDIX P 66 – please confirm whether this form is required to be submitted with the proposal.

Answer 22. If you are referring to the Low Bidder Prevailing Wage Certification, (page 66), then no, that is for construction and you do not have to include it.

Question 23.

For each of the two facilities, can you please provide:

A) list of buildings, type of building (warehouse, office building, manufacturing, etc.) and square footage for each building.
B) Total electric and natural gas spend by facility
C) Whether an energy audit has been previously completed and, if so, which buildings were included at what was the level of the audit (ASHRAE LEVEL 1, 2 or 3 or LGEA audit) (i.e. for the energy conservation measures assessment will this be an audit refresh or a completely new energy audit of the buildings at each facility?)

Answer 23.

A) A list of buildings with square footages was provided in Addendum 2. Most of the buildings are unheated warehouses. Pier 5 W-1, 2, & 3 are refrigerated. There are a few small office spaces (Balzano A, B, and the logistics office, and some manufacturing (Broadway E and B).
B) Total electric and natural gas spend by facility – Not available
C) There are no previous energy audits.

Question 24. For energy procurement, does the SJPC have either a requirement or a preference to use an auction platform or traditional RFP process? What type of process has it used in the past?

Answer 24. SJPC has used a reverse auction for the past 15 years. We would like to evaluate all procurement alternatives.

Question 25. Will electric cranes have new PSE&G electric meters/accounts, and come on line when?

Answer 25. New electric cranes at Balzano are anticipated to require a new PSE&G 12 kv substation service stepped down to 4,160 v for distribution and 480 v for use. Online in five years.

Question 26. Can the consulting fees also be provided / paid by 3rd party suppliers on consumption of electricity ($/kWh) or gas ($/Dth)?

Answer 26. See answer 1. SJPC has used this method historically, but this method does not provide transparency.

Question 27. For ongoing monitoring / billing fees, should those be included in the price proposal as part of ongoing services?

Answer 27. Yes.

Question 28. What is the annual gas volume in Dth or MMBTU?

Answer 28. The two gas accounts combined amount to less than $15,000 per year.

Question 29. Has the port undergone any studies, audits or projects themselves in the last 10 years related to energy storage, onsite solar or wind, LED lighting upgrades?

Answer 29. The SJPC has converted 12 warehouses at Balzano to LED. Also converted the high mast lighting at Balzano to LED. The SJPC solicited for community roof top solar for three buildings, but the contracts were never executed.

Question 30. Is the goal of the SJPC to electrify various fossil fuel consuming equipment, forklifts, cranes, etc.?

Answer 30. Yes. The SJPC has already replaced approximately 30 legacy diesel pieces of cargo handling equipment (mostly forklifts) to all electric in accordance with the NJ DEP Mobile Cargo Handling Equipment at Ports Law, Feb. 2023 (NJAC 7:27.34). In order to complete the conversion of approximately 40 more cargo handling vehicles to electric, SJPC will need to add new substations at both the Broadway and Balzano Marine Terminals, 7.4 and 9.5 MWs respectively.

Question 31. Please confirm that as of time of this email no addenda have been issued.

Answer 31. Not correct. Two addenda have already been issued. They can be viewed on our website here: https://southjerseyport.com/sjpc-26-38/