

PUBLIC UTILITY DISTRICT NO. 1 *of Whatcom County*

REQUEST FOR PROPOSAL/QUALIFICATIONS

RATE STUDY

The Public Utility District No. 1 of Whatcom County (“District”) is requesting proposals from qualified financial consultants to conduct a utility rate study on the two water utilities. The intent of the study is to independently assess and evaluate the District’s existing rates and provide recommendations for changes to existing rates and policies.

DISTRICT GENERAL INFORMATION

The District is unique among public utility districts in Washington. The district has less than 100 customers, no residential, but the District’s budget for 2022 is \$22 million. 89% of our revenue comes from two, large refineries.

- **Industrial Water** – This utility consists of 12 heavy industrial customers located at Cherry point, and 26 irrigation customers served along the two non-potable water lines going to Cherry Point. Each industrial customer has an individual, long-term contract.
- **Grandview** – This utility provides potable, non-potable, and fire service to 40 light industrial customers with 2021 revenue of \$256,000. This utility has the greatest struggle with providing reasonable rates while still covering costs. In 2019, the District completed a water line connecting the Industrial Water system to the Grandview fire system.
- **Electric** – This utility provides power to District water plants and one refinery at Cherry Point. The 2021 revenue was \$11.6 million.

Although the District has the legal authority to collect taxes, it has not used that option to fund the District since 1946.

OBJECTIVES

We are seeking a review of our current water rates and GFC charges in both the Industrial Water and Grandview utilities, and any recommendations of changes. A connection charge for new irrigation customers’ also needs to be developed. The completion of the interconnecting water line between the Industrial Water and Grandview utilities has brought up some potential for rate structure changes.

SUBMITTAL REQUIREMENTS

Submit the following requested information as well as any other information you consider useful for review. Submit only that which demonstrates the capabilities to perform this project. When reviewing submittals, the District will view excessive or extraneous material negatively. The submittal should include or address:

- Contact information including phone and email of key personnel who will be involved
- Qualifications and experience with similar projects. Please include at least three references with contact information
- Expected schedule and cost of the project

SELECTION PROCESS

The firms who decide to participate will be evaluated based on the following criteria:

- Responsiveness to RFQ/RFP
- Qualifications and experience of personnel to be assigned to conduct the work
- References including at least 2 public utilities
- Cost
- Schedule
- Interview

The top selected firms will be asked to participate in an interview, either in person or on-line.

Deadline for submission of the RFQ/RFP is **May 6, 2022 at 4 PM**. Submissions may be paper or electronic.

All questions and submissions should be directed to:

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