



ATTACHMENT E – QUESTIONNAIRE

As set forth in the RFP, please answer the following questions. Should your Proposal encompass products or services from more than one potential supplier, please include separate information for each.

I.

1. Please provide a brief company history and organizational information with specific emphasis on the relevant experience supplying, storing, delivering and handling liquid fuel. Include information on:
 - a. Corporate name, date established, and years in business.
 - b. Corporate ownership structure, parental and subsidiary affiliations.
 - c. Main focus of the business and complete list of major product lines.
 - d. Number of years experience in each major product line.
2. Provide a personnel organization chart of the appropriate division(s) that would be providing the fuel and support to HECO. This chart should list job, telephone numbers and email addresses for each person listed.
3. Describe specific resources (processes, tools, patents, expertise, etc.) that substantially differentiate you from your competition. Indicate if these resources are currently used in commercial biodiesel production and if not, describe their current stage of development.
4. Describe the type, carrier, amounts and deductibles for any insurance you carry relating to liability and property coverage.
5. Provide the total volume of biodiesel sold commercially by your company for the calendar years of 2007 and 2008. What is the company's sales volume estimate for the calendar year of 2009?
6. List five (5) of the company's customers who represent substantial volume purchases of biodiesel as references.

II.

1. Describe the nature and type of feedstock from which the proposed biodiesel supply will be derived.
2. State whether you can fully comply with *Environmental Policy For The Hawaiian Electric Company's Procurement Of Biofuel From Palm Oil And Locally Grown*



Feedstocks (Attachment F, prepared by HECO and NRDC, dated August 2007).
If you intend to comply with the *Policy*, please provide the following information:

- a. Provide the name and location of the plantation(s) that the palm oil will be sourced from. Please confirm the plantation is RSPO certified.
 - b. Provide the name and location of the processing facility that will refine the palm oil into biofuel. Please confirm the facility is RSPO certified.
 - c. For auditing and chain-of-custody purposes, describe how the Palm oil and biofuel will be segregated? Please confirm the ability of the seller to provide the list of chain of custody documentation to meet segregation requirements.
 - d. Provide the name of the inspection/auditing firm that will provide the audit/inspection report documenting compliance with the HECO/NRDC policy. Please confirm the firm is accredited as an independent inspector by RSPO.
 - e. Describe your practices and policies with respect to the environmental sustainability of feedstocks you use or expect to use to produce the biofuel that would be sold to HECO.
3. If the feedstock you anticipate supplying for the fuel falls outside of the parameters of the *Environmental Policy For The Hawaiian Electric Company's Procurement Of Biofuel From Palm Oil And Locally Grown Feedstocks* (Attachment F, prepared by HECO and NRDC, dated August 2007), please provide the following information:
- a. Does the feedstock comply with Section 3 (*Additional Baseline Environmental Criteria for All Feedstocks*) of the *Environmental Policy For The Hawaiian Electric Company's Procurement Of Biofuel From Palm Oil And Locally Grown Feedstocks*? If no, please explain.
 - b. Provide an explanation of how you intend to comply with Section 3.6 of the *Environmental Policy*:
How do you identify, reduce, and monitor any polluting activities and emissions, including greenhouse gases, resulting from your feedstock growers' practices and refinery operations?
 - c. Describe the growing locations from which your feedstock originates.
 - d. Describe any methods used to trace and document the chain of custody of feedstock you intend to use for fuel from its cultivation in the fields (or source in the event a feedstock such as yellow grease are proposed) to the manufactured biodiesel to be transported to HECO.
 - e. Describe the practices and policies that the feedstock growers follow to comply with environmental sustainability.
 - f. Describe your practices and policies with respect to the environmental sustainability of feedstocks you use or expect to use to produce the biofuel that would be sold to HECO.
 - g. Describe the type of certification or documentation that will be provided to ascertain the source of the feedstock.



- h. If applicable, describe any organizations that govern the environmental sustainability of the feedstock, i.e. *International Roundtable for Sustainable Biofuels*.
4. Describe your ability to secure biofuel from an alternative source or supplier if your primary source or processing method fails for any reason. Include the following:
- a. Contingency plans
 - b. Plans for alternative feedstock sources and finished product resources if there is an interruption in the supply chain of the primary source.

III.

1. Identify supply chain infrastructure outside Hawaii. For example, location, type and capacity of storage facilities at the processing location and at the origin of feedstock supply.
2. Describe the number of biodiesel refineries and locations from which your company may source the fuel supply for HECO and the annual production capacity of each refinery.

IV.

1. Identify storage life of the biofuel. Will you warrant the shelf-life of your biofuel. If so, for how long and under what conditions?
2. How do you address bio-growth during storage and transportation? If fuel additive is used, provide the specific type of fuel additive and the material safety data sheet (MSDS) for the fuel additive and identify the amount of additive used.
3. Describe steps that are taken to assure quality control and assurance in the management of your product and delivery of your services. If you have a QA program, please describe in detail.
4. Describe all off-specification incidents in your operation in the last 3 years, including how the problem was resolved. If no incidents were experienced, describe your plan for addressing future off-spec incidents.
5. When and how often do you sample?
6. Identify the laboratory testing facilities proposed to ensure product meets contract specifications.



7. Specify the heat content in BTU - HHV per gallon of your finished product. The BTU – HHV (high heating value) is the gross calorific value or gross energy of a fuel

V.

1. HECO at its option may require a performance bond or letter of credit to guarantee the Selected Supplier's performance under the Contract. Discuss whether you can provide a performance bond or letter of credit to HECO to guarantee performance and what the dollar amount and terms of the same would be.
2. Has your company or any of its principals had any recordable biofuel or fuel distribution related safety incidents in the past 3 years? If so, how many and what was their nature?
3. Has your company or any of its principals had any reportable environmental incidents in the past 3 years? If so, how many and what was their nature?