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STATE OF MARYLAND



**PUBLIC SERVICE COMMISSION**

July 8, 2016

**RE: Request for Proposal (“RFP”) Small Procurement Category III  
PSC #06.15.16 ELECTRIC STUDY**

To Whom It May Concern:

The Public Service Commission of Maryland (“PSC”) is seeking a consultant to conduct an electric study. The study is to assist the Commission in making recommendations about the advisability of establishing an opt-in electric affordability program among retail electric companies for residential and small business customers and the manner in which the potential program should be conducted.

A Pre-Proposal Conference will be held on Friday, July 22, 2016 @ 1:00PM (local time), at the Public Service Commission, William Donald Schaefer Tower, 6 St. Paul Street, 16<sup>th</sup> floor, room 1648, Baltimore, Maryland 21202. The conference will be live streamed, see Section 1.7 for viewing information.

If you have any questions concerning this RFP, please follow the instructions in Section 1.6 of the RFP.

If you have received this solicitation and elect not to respond to this RFP, please email or fax the following Notice to Vendors form to my attention. By doing so you will be helping the State to improve the quality of State Solicitations, and make our procurement process more responsive and business friendly. Please take a few minutes and provide comments and suggestions regarding this solicitation. This form can also be found in the RFP, on page 2.

Sincerely,

*Dolline Mooney Serra*

Dolline Mooney Serra  
Procurement Officer  
Direct Line: 410-767-8009  
Fax: 410-333-6495  
Email: [dolline.serra@maryland.gov](mailto:dolline.serra@maryland.gov)

Attachments

**STATE OF MARYLAND  
NOTICE TO VENDORS**

In order to help us improve the quality of State solicitations, and to make our procurement process more responsive and business friendly, we ask that you take a few minutes and provide comments and suggestions regarding this solicitation. Please return your comments with your response. If you have chosen not to respond to this Contract, please email or fax this completed form to the attention of the Procurement Officer (see Key Information Sheet below for contact information).

**Title: ENERGY RELATED STUDIES**  
**Solicitation No: PSC #04.25.16**

1. If you have chosen not to respond to this solicitation, please indicate the reason(s) below:
- Other commitments preclude our participation at this time.
  - The subject of the solicitation is not something we ordinarily provide.
  - We are inexperienced in the work/commodities required.
  - Specifications are unclear, too restrictive, etc. (Explain in REMARKS section.)
  - The scope of work is beyond our present capacity.
  - Doing business with the State of Maryland is simply too complicated. (Explain in REMARKS section.)
  - We cannot be competitive. (Explain in REMARKS section.)
  - Time allotted for completion of the Bid/Proposal is insufficient.
  - Start-up time is insufficient.
  - Bonding/Insurance requirements are restrictive. (Explain in REMARKS section.)
  - Bid/Proposal requirements (other than specifications) are unreasonable or too risky. (Explain in REMARKS section.)
  - MBE or VSBE requirements. (Explain in REMARKS section.)
  - Prior State of Maryland contract experience was unprofitable or otherwise unsatisfactory. (Explain in REMARKS section.)
  - Payment schedule too slow.
  - Other: \_\_\_\_\_
2. If you have submitted a response to this solicitation, but wish to offer suggestions or express concerns, please use the REMARKS section below. (Attach additional pages as needed.).

REMARKS: \_\_\_\_\_

\_\_\_\_\_

Vendor Name: \_\_\_\_\_ Date: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Address: \_\_\_\_\_

E-mail Address: \_\_\_\_\_