

STATE OF MARYLAND
PUBLIC SERVICE COMMISSION

PSC #06.15.16
Energy Related Studies
Minutes from Pre-Proposal Conference
Questions and Answers
July 22, 2016

Clarifications and Reminders

1. All contact prior to award should be with the Procurement Officer. Follow the instructions in Section 1.9 for submitting questions. Any questions submitted will be answered and distributed to all companies who are known to have received the RFP, posted on PSC's website and eMM.
2. Closing date and time for proposals is: **August 9, 2016 @ 11:00AM**. Any proposals received after that time will not be considered.
3. The Commission intends to make one (1) award as a result of this RFP.
4. The contract that results from this RFP shall be a Firm Fixed Price Contract.
5. In order to be awarded a contract by the State of Maryland, a vendor must be registered with eMarylandMarketplace ("eMM"). It is free to register and vendors are encouraged to register before submitting a proposal.
6. In addition to the required one (1) unbound original (marked as the original), three (3) bound copies and an electronic version (CD or USB flash drive), the Offeror should also submit an electronic version with all confidential information removed for PIA requests and be clearly marked as such, refer to Section 4.2.3.
Note: The RFP requested one (1) unbound original and four (4) bound copies; **only three (3) bound copies are needed.**
7. Substitution of any personnel listed in the original proposal including sub-contractors, must be approved by the Contract Manager. See Section 1.23.
8. Any exceptions to this RFP or the Contract shall be clearly identified in the Executive Summary of the Technical Proposal.
9. To be awarded a contract with the State of Maryland, a business entity (the Prime) must be registered with the State Department of Assessments and Taxation ("SDAT"). If you are the



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“Proposed” awardee, you must provide the Commission with your SDAT’s Department ID within five (5) business days of notification. See section 1.28.

10. Section 2 – Minimum Qualifications has been eliminated from this RFP. It has been replaced with a chart and requested narrative in Section 3.2.1 E. By using the chart, describing the projects, giving details, reasoning and the outcome will be proof of your qualifications.

11. Refer to Section 4 – Proposal Format - Your proposal needs to follow the format listed with the “**TAB**” information followed. This proposal set-up allows the review and evaluation process to move smoothly.

12. Refer to Section 5.5.2 - Selection Process Sequence - Step can disqualify the proposal and stop the review process.

Step 1 - The required attachments in TAB M will be reviewed. If any required attachment is missing or not filled out correctly, the proposal will be deemed not reasonably susceptible for award and be sent back to the Offeror.

13. Attachment C – Contract Affidavit In checking the box for the type of company, “domestic” means a Maryland company and “foreign” means outside of Maryland.

Attachments that must be completed and submitted with the Technical Proposal:

Attachment B – Bid/Proposal Affidavit

Attachment F – Financial Proposal Form (sealed in a separated enveloped and clearly marked)

Attachment G – Maryland Living Wage Requirements for Service Contracts and Affidavit of Agreement

Attachment I – Conflict of Interest Affidavit and Disclosure

Questions & Answers

Q1. Can the technical and financial be on the same drive?

A1. The answer was given that they could be on the save drive but would need to be in separate folders. **HOWEVER**, after researching the question, I was advised that **they should be on a separate drive.**

Q2. You have spoken about the review committee; can you tell us who will be on the committee.

A2. There is always the possibility of change but currently, the review committee will be: Andrew Johnston, Contract Manager, Marissa Gillett, Senior Advisor to the Chairman and Phillip VanderHeyden, Director of Electricity.



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Q3. Is there a page limit to the proposal?

A3. No.

Q4. Can you give us more information or clarification of how a proposal is ranked? Do you use a grading system of some type?

A4. No grading or point system is used. The technical proposals are reviewed initially by each committee member and listed 1 through X, depending on how that committee member felt the technical proposal met the required outcome.

After the initial review, a meeting or meetings will be scheduled with the entire committee and the procurement officer to discuss each proposal and as a group the proposals will be ranked.

Once a ranking for the technical proposals has been decided, the financial proposals will be opened and another round of meetings will take place.

Q5. The RFP states “affordable energy program” when you say “affordable” are you targeting a sub population that is smaller than all residential and small commercial customers or lower income affordability programs or affordable to the general population or both?

A5. The legislation on which this RFP is based is not specific as to this point, but an affordable energy program should include among its participants low income customers that desire to have an alternative to Standard Offer Services (“SOS”) where they may enjoy lower rates. It is also intended to look at what other states are using for their customer participation programs.

As part of this inquiry, the RFP is also looking for what other states define as the category of customers who are eligible to participate in their programs. Respondents may wish to compare and contrast this eligibility criteria to that defined in Maryland regarding assistance programs currently offered to certain customers. For example, the State's principal bill assistance program, the Electric Universal Service Program, is required under Section 7-512.1 of the Public Utilities Article. Section 7-512.1 requires the Commission to establish an electric universal service program to assist electric customers with annual incomes at or below 175% of the federal poverty level.

(See <http://mgaleg.maryland.gov/webmga/frmStatutesText.aspx?article=gpu§ion=7-512.1&ext=html&session=2016RS&tab=subject5>).

Q6. Are there particular states you are interested in?

A6. We are interested particularly in other states with similar profiles to Maryland – meaning that the jurisdiction is restructured and participates in a regional transmission organization. Some examples may include, but are not limited to: Pennsylvania, New Jersey, and Ohio. Respondents may also wish to review the bill file for the underlying legislation, which is available in Annapolis and accessible by the public. The legislation may have been derived in part from a program administered in Ohio, but respondents’ evaluations are not restricted to that state.



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Q7. It seems the intent is to manage the price. What is the appetite of having a discussion of quantity side, efforts to reduce demand to increase efficiency as part of a program? Or is it a separate program or a distraction?

Q7. It could absolutely be part of the study. The second part of the RFP seeks input on whether it is advisable to establish an opt-in program such as this, and if so, how would you structure it? The RFP is intended to solicit multiple approaches to structuring an opt-in program.

Q8. Is it fair to ask what the emphasis balance mix should be? 80/20, 50/50 as far as price verse quantity?

A8. The best interest to electric customers relating to cost and reliability suggest cost being a very significant factor.

Q9. Pro-sumers and the ability for the dial to spin both ways, if done properly can be to the consumers benefit. Do you want the analysis to have that in the scope and recommendations?

A9. That would be an appropriate issue to include. We are also looking for the rate payer impact, so if it is an opt-in program, it would be expected that the rate payer impact would be captured.

ATTENDEES

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