

**REQUEST FOR PROPOSALS (RFP)
FOR RETAIL ELECTRICITY SUPPLY SERVICE**

ISSUED BY:

ASM Global



on behalf of

THE PENNSYLVANIA CONVENTION CENTER AUTHORITY



Issue Date: Wednesday, May 12, 2021

Initial Pricing Due Date: Tuesday, June 8, 2021 by 12:00pm

I. Purpose and Description of Request for Proposals

On behalf of the Pennsylvania Convention Center Authority (“PCCA” or “the Authority”), ASM Global is hereby requesting pricing from Pennsylvania Utility Commission-licensed electricity suppliers for Retail Electricity Supply Service on a full requirements service basis. The Convention Center facility includes 2 electricity accounts located in PECO utility service territory.

Annual consumption for these accounts is approximately 25,000,000 kilowatt hours (kWh). Detailed information, including account numbers, service address, billing address, historical consumption data and monthly volumes is contained in Appendix B to this RFP. Suppliers are required to submit pricing in accordance with the instructions set forth in Appendix A.

This RFP includes two (2) PECO accounts with service start month of June 2022. These accounts are currently under contract and are already being served until the June meter read date. The intent is to have a seamless transition from one contract to the next. The duration of service will be determined per the pricing option(s) ultimately selected by ASM Global and the Authority.

RFP PROCESS:

The Authority has published this RFP and all related Exhibits to the Cobblestone vendor management portal: <https://cobblestone.paconvention.com/vendorgateway/>

Bidders are expected to register on the portal to download the RFP and other pertinent documents. The Authority may post updates and addendums to the portal. Addendum No. 1 to this RFP contains instructions on how to register and access the portal.

Pricing proposals are due by 12:00pm on Tuesday, June 8, 2021. Proposals must be submitted via email to the attention of Janet Mitrocsak and with a copy to Shawn Tejani of NORESKO.

Janet Mitrocsak, Director of Facilities, ASM Global
[Email: jmitrocsak@paconvention.com](mailto:jmitrocsak@paconvention.com)

Shawn Tejani, Senior Energy Analyst, NORESKO
[Email: stejani@noresko.com](mailto:stejani@noresko.com)

Based upon the results of the pricing proposals received on Tuesday, June 8, 2021, ASM Global and the Authority will select a short-list of suppliers to invite to a ‘best and final’ executable pricing day which is tentatively set as Tuesday, June 15, 2021 (subject to change). On this final pricing date, the Authority prefers to award a contract to the lowest responsible bidder. It is anticipated that the Authority will execute an agreement on the final pricing day.

It is the preference of the Authority to utilize the Pennsylvania Department of General Services (DGS) COSTARS Program’s form of agreement (see Section II on Page 3). Notwithstanding this preference, the Authority reserves all of the following rights: the right not to award or enter into a contract that may result from the rejection of bids in accordance with law, or such other circumstances that does not result in the award of a contract. All costs and expenses incurred by participants in this RFP process are the sole responsibility of the bidder.

Appendix A to this RFP is a Pricing Form that must be completed and submitted by each respondent. It contains a detailed description of the pricing options, requirements and duration for each pricing option.

All inquiries and correspondence relating to this RFP shall be submitted via email to:

Michael Taylor, PA Convention Center
Email: mtaylor@paconvention.com

With a copy to:

Janet Mitrocsak, PA Convention Center
Email: jmitrocsak@paconvention.com

Shawn Tejani, NORESKO
732-590-2229
Email: stejani@noresko.com

Required Bid Forms (Exhibits AA to GG)

These Exhibits must be downloaded and submitted with proposals.

Exhibits are available on the website: <https://cobblestone.paconvention.com/vendorsgateway/>

- Exhibit AA - PCCA's Diversity, Inclusion & Anti-Discrimination Policy
- Exhibit BB- Solicitation for Participation
- Exhibit CC- Best Faith and Good Efforts
- Exhibit DD- Code of Conduct
- Exhibit EE- Drug-Free Workplace Policy
- Exhibit FF- Contractor Compliance Form
- Exhibit GG - Sustainability Commitment Form and Guidelines

III. Owner Contractual and Pricing Requirements

The PCCA prefers to utilize the Pennsylvania Department of General Services (DGS) COSTARS Program. **The PCCA does not intend to execute a new “Master Retail Energy Supply Services Agreement” with the Winning Energy Supplier. Instead, the PCCA expects to execute the Winning Energy Supplier’s form of “Transaction Confirmation”. This “Transaction Confirmation” will refer directly back to the existing “Master Retail Energy Supply Services Agreement” between the PA DGS and Energy Supplier.** The contract signatory for this agreement will be the Pennsylvania Convention Center Authority. Note that if the winning supplier is an approved contractor within the Pennsylvania Department of General Services (DGS) COSTARS Program, the standard/approved form of COSTARS agreement will be utilized.

Suppliers are required to identify whether they are a COSTARS-approved vendor. If yes, please provide a sample Transaction Confirmation that may be used in conjunction with the COSTARS agreement. If not, please provide a sample form of agreement including base terms and conditions and transaction confirmation and/or all related contract documents.

All costs to provide Full Requirements Service up to the Delivery Point are to be included in the Bid Prices. Bid prices must be exactly the all-inclusive price that is presented on the bills. Bidders’ pricing shall not include delivery service charges and other charges imposed by the Local Delivery Company. The Authority requires a minimum swing tolerance in monthly usage of +/-50% of monthly contract volumes, and will give preference to suppliers that can offer an increased bandwidth.

Historical annual consumption is being furnished for informational purposes only and may not be the actual Full Requirements Service to be consumed during the term of the Agreement. **It is expected that Bidders will secure and/or confirm consumption history and account requirements on their own.**

In submitting a bid, the bidder acknowledges that it waives any and all of its claims and causes of action against ASM GLOBAL, the Authority and/or NORESKO or any of their officers, directors, representatives, members, employees, principals, consultants, and agents, on the basis on the historical usage or contract quantities that the bidder may have relied upon. The Agreement will not be on a “take-or-pay” basis. Since it is impossible to determine the precise quantities of Full Requirements Service that will be needed during the term of the Agreement, the Supplier shall be obligated to furnish all of ASM GLOBAL and the Authority’s requirements during the term of the Agreement at the Contract Price.

Consultant Fee

ASM GLOBAL and the Authority has retained NORESKO to assist in procuring Electricity Supply Service for the PA Convention Center. The Supplier must enter into a separate agreement with NORESKO whereby the Supplier will pay NORESKO a fee of **\$0.0004 per kilowatt-hour** of electricity usage by the Authority during the term of the resulting agreement (the “Consultant Fee”). All Bid Prices must be inclusive of the Consultant Fee payable to NORESKO.

Request of Qualifications/Experience:

- a. The Bidder shall provide evidence that it has supplied electricity to customers with electricity usage characteristics comparable to the Authority’s facilities.
- b. The Bidder shall provide the names and contact information for two large commercial customers that it supplies or has supplied within the most recent 24-month period.
- c. Bidder shall provide the approximate total number of customers and approximate total load served in PA and in PJM.

APPENDIX A

PRICING REQUIREMENTS AND PRICING FORM

Pricing Form Due on Tuesday, June 8, 2021 by 12 PM

Bidders must complete the pricing sections below in their entirety, and sign the Pricing Form in the space provided. Bid responses that are not typed must be clearly legible. Please take price responses out to four (4) decimal places (\$ per kWh), per the spaces provided. The lowest responsible bidder shall be selected based upon the Supplier’s price response for that category.

- ASM GLOBAL and the Authority is seeking pricing for three alternative products: 1) All-inclusive Fixed Pricing, 2) All-inclusive Fixed Pricing with 50% Renewable Component; and All-inclusive Fixed Pricing with 100% Renewable Component.
- Each of these products must be a Full Requirements product with a minimum of +/- 50% swing tolerance, or bandwidth.
- Contract Service Start Month for all pricing options is the June 2022 meter read date.
- All-inclusive Fixed Pricing shall include the following components: Energy, Capacity, Transmission (all applicable components), Line Loss Costs, Transmission Loss Credits, Transmission Enhancement Credits, Auction Revenue Rights Credits, RMR (if applicable), Ancillary Services and any other ISO Costs, Energy Costs and Renewable Portfolio Standards Costs, and consultant fee.
- The Authority will not accept price adjustments related to normal annual utility changes of capacity or transmission “tags”.
- Renewable Energy Requirement: The Authority is seeking pricing that includes renewable electricity, above the amount required by the Pennsylvania Renewable Portfolio Standard (RPS), to bring the total percent of renewable electricity to 50% or 100%. The Authority is seeking the incremental amount of renewable energy not already covered by the State’s RPS (RPS % + Incremental Renewable % = 50% or 100%). Incremental renewable power supplied may be generated from a Green-e certified (or equivalent) renewable energy source or other Pennsylvania RPS equivalent technology.
- Suppliers are also permitted to submit any alternative contract term lengths or “Sweet Spot” pricing offers.
- The Authority prefers utility consolidated billing (UCB).
- The Authority is a tax-exempt entity. GRT should not be included in pricing.

Pricing Option	Service Period months	All-inclusive Fixed Pricing	All-inclusive Fixed Pricing with 50% Renewables	All-inclusive Fixed Pricing with 100% Renewables
1	12	\$ 0 . _____	\$ 0 . _____	\$ 0 . _____
2	18	\$ 0 . _____	\$ 0 . _____	\$ 0 . _____
3	24	\$ 0 . _____	\$ 0 . _____	\$ 0 . _____
4	36	\$ 0 . _____	\$ 0 . _____	\$ 0 . _____
5	48	\$ 0 . _____	\$ 0 . _____	\$ 0 . _____
6	60	\$ 0 . _____	\$ 0 . _____	\$ 0 . _____

(Continued)

APPENDIX A (cont'd)

PRICING REQUIREMENTS AND PRICING FORM

Pricing Form Due on Tuesday, June 8, 2021 by 12 PM

Please answer the following questions:

Confirm your company can offer consolidated billing in PECO territory (YES or NO): _____

Confirm the swing tolerance or usage bandwidth offered: _____

The Authority is tax-exempt. Please confirm tax is not included: _____

Confirm NORESKO's consultant fee is included (\$0.0004/kWh): _____

Please complete, authorize and sign in the box below:

Vendor Name -	
Phone -	Email -
Submitted by:	Date -
<i>Authorized Agent of Company (name and title)</i>	

APPENDIX B

ACCOUNT INFORMATION AND CONSUMPTION HISTORY

Full Requirements Service is to be provided to the two (2) accounts listed below, with service start month of June 2022. A Letter of Authorization is attached. Any fees associated with the collection of data will be the responsibility of the Bidder.

ACCOUNT INFORMATION

Billing Address	One Convention Center Place, 1101 Arch Street, Philadelphia, PA 19107	One Convention Center Place, 1101 Arch Street, Philadelphia, PA 19107
Service Address	1200 Race St., Philadelphia, PA 19107	700 Callow Hill St, Philadelphia, PA 19107
Utility	PECO	PECO
Account #	43726-00806	43726-00806
Est. Annual Usage	25,000,000 kWh	20,000 kWh
Utility Description / Rate Class	High Tension Serv. >500kW	Elec Commercial Serv. 0-100KW

ELECTRICITY CONSUMPTION HISTORY (kWh)

Month	2018 Usage (kWh)	2019 Usage (kWh)	2020 Usage (kWh)
January	2,181,362	1,930,583	2,143,706
February	2,162,206	2,054,408	2,321,731
March	2,238,272	2,140,629	1,866,406
April	2,011,051	2,263,712	1,159,050
May	2,097,706	2,199,650	1,249,190
June	1,872,172	2,416,384	1,336,154
July	2,060,173	2,250,582	1,682,848
August	2,141,069	2,171,604	1,348,162
September	1,780,277	1,961,353	1,127,270
October	1,947,461	2,031,417	1,403,400
November	1,947,126	1,945,324	1,409,259
December	1,677,458	1,999,933	1,416,746
Total	24,116,333	25,365,579	18,463,922