

**COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF GENERAL SERVICES**

**Request for Information (RFI) 19-01:
*Supplier Feedback for Terms and Conditions for Retail Solar Electricity ITQ Contract***

**Date of Issuance
November 8, 2019**

Summary. The Commonwealth of Pennsylvania (Commonwealth) issues this Request for Information (RFI) to solicit information that will be used to assist with the development of a new Invitation to Qualify (ITQ) contract (or a new category on an existing ITQ contract) that will enable the Commonwealth to procure electricity generated by solar photovoltaic (PV) electricity sources located within Pennsylvania from the retail electricity marketplace.

Specifically, this request seeks feedback from potential retail electricity suppliers on proposed Terms and Conditions to be used for the new ITQ contract. Due to the current availability of solar PV electricity supply within Pennsylvania, the Commonwealth understands potential suppliers may need to partner with solar developers to construct new sources of supply in order to provide the quantities of solar electricity the Commonwealth will require under the proposed ITQ contract. The Commonwealth has compiled the attached draft Terms and Conditions to address supplier and developer concerns with the standard language typically used in Commonwealth contracts.

Point of Contact. All questions and contacts concerning this RFI must be sent to or made with:

Greg Knerr, Commodity Manager
PA Department of General Services
Email: gknerr@pa.gov
Phone: 717-703-2935

This office is the sole point of contact.

Background. The Commonwealth desires to enter into long-term agreements to purchase electricity generated by Solar PV sources located within Pennsylvania. Due to the large number and geographic spread of the Commonwealth's locations, and other factors, the Commonwealth desires to make these purchases through the retail electricity supply marketplace.

In an effort to ensure competition and develop a robust supply base, the Commonwealth requests comments and feedback from retail electricity suppliers and/or their Solar PV developer partners regarding the attached draft ITQ Statement of Work and ITQ Terms and Conditions.

The Commonwealth is not seeking suggestions or feedback regarding power purchase agreements for solar electricity through the wholesale marketplace.

Attachments. The following attachments have been included as a part of this RFI in order to assist suppliers in developing their responses.

1. Attachment A – Statement of Work Solar Electricity ITQ (Draft 11-8-19)
2. Attachment B – Terms and Conditions Solar Electricity ITQ (Draft 11-8-19)

Issues to Be Addressed. The Commonwealth requests that suppliers complete and return the information set out below and limited to the requested information.

The following items should be submitted with your response:

1. Cover Letter on Company Letterhead, which includes a point of contact name, phone number and email address.
2. A written narrative of your company's feedback and comments regarding the proposed Statement of Work and Terms and Condition.
3. Any additional documents or materials that further illustrate or explain your company's feedback and comments provided per item 2 above.

Do not provide pricing or any other materials with your response.

Due Dates. The Commonwealth is requesting that all responses to this RFI be submitted by **3 PM Friday, November 22, 2019**. Please submit your responses via e-mail to [RA-GSBOPRFI@pa.gov](mailto:RA-<u>GSBOPRFI@pa.gov</u>) and to Greg Knerr at gknerr@pa.gov.

Disclaimer. This RFI is issued solely for information and planning purposes and does not constitute a procurement solicitation. Responses to this notice are not offers and cannot be accepted by the Commonwealth to form a binding contract. No party is bound by the information provided in response to this RFI.

Respondents are solely responsible for all expenses associated with responding to this RFI. Respondents needing confidential treatment for any proprietary information they furnish must clearly identify that in their respective Responses. All information received in response to this RFI that is marked Proprietary will be handled in accordance with applicable law including the Right To Know Law, as amended.

Respondents to this Request shall not provide recommendations as to specific courses of action and shall not be deemed to be an advisor or consultant to the Commonwealth. The Commonwealth will evaluate the information presented and determine any subsequent course of action, which may consist of contracting for implementation of Commonwealth-determined work. Such work may be procured through any procurement method available, and respondents to this Request may be considered for selection to perform such work.

Responses to this RFI will not be returned. Respondents will not be notified of the result of the review, nor will they be provided copies of it.

Commonwealth Reservation of Rights. The Commonwealth reserves the right to consider or reject any and all responses to this Request, to amend and/or reissue this Request and to abandon and then recommence at any time, or not recommence, this process. All costs of any response to this

Request and participation in any presentations to the Commonwealth are solely the responsibility of the Respondent and the Commonwealth shall not be liable for payment of any such costs.