

**STATEMENT OF WORK**  
**ENERGY SUPPLY AND ENERGY MANAGEMENT SERVICES**  
**INVITATION TO QUALIFY (ITQ) CONTRACT**

**OVERVIEW:** The purpose of the Energy Supply and Management Services ITQ is to qualify responsible and responsive Contractors to provide various energy supply and energy management services to the Commonwealth of Pennsylvania. In addition, Local Public Procurement Units, as defined by the Commonwealth Procurement Code, may use this contract in accordance with the COSTARS Provision contained in this document.

**ISSUING OFFICE:** This ITQ is managed and administered by the Commonwealth of Pennsylvania, Department of General Services (DGS), Bureau of Procurement. All inquiries should be referred to:

Keith Worley, Commodity Specialist  
Department of General Services  
Bureau of Procurement  
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**TERM OF CONTRACT:** The term of the Contract shall commence no earlier than July 1, 2025, and shall expire June 30, 2030.

**OPTION TO RENEW:** This ITQ Contract may be renewed for one (1) additional five (5) year term upon mutual agreement between the Issuing Office and the Contractor. If the ITQ Contract is renewed, the same Terms and Conditions shall apply.

**MATERIAL AND SERVICE CATEGORIES:** Contractors will need to choose the appropriate commodity code(s) to qualify for the contract. Contractors will select the appropriate code(s) under the Business Details section of the qualification process. The Commonwealth may add additional commodity codes as the need arises. The table below lists the appropriate commodity code and description of each category.

COMMODITY CODE	DESCRIPTION OF CATEGORY
83100000-ITQ-506 Electricity Supply Services	Qualified Contractors will be invited to respond to Requests for Quotes (RFQ) for electricity supply to electric utility accounts belonging to Commonwealth agencies.
83100000-ITQ-507 Natural Gas Supply Services	Qualified Contractors will be invited to respond to RFQs for natural gas supply to natural gas utility accounts belonging to Commonwealth agencies.
83100000-ITQ-508 Renewable Attribute Services	Qualified Contractors will be invited to respond to RFQs for renewable attribute services issued by the Commonwealth and/or COSTARS member organizations. RFQs issued under this category may involve the purchase of renewable attributes from the Contractor or obtaining services from the Contractor to manage renewable attributes generated by the Commonwealth.

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	Contractors must be capable of generating, retiring, and if applicable, selling renewable energy certificates, renewable thermal credits, or other renewable attributes derived from Commonwealth-owned property, equipment, or assets as specified in an RFQ and performing any tasks required by applicable renewable attribute tracking systems or other governing bodies.
83100000-ITQ-509 Electricity Management Services	<p>Qualified Contractors will be invited to respond to RFQs involving the management of electricity generation and/or supply in both the retail and wholesale electricity markets.</p> <p>The services may involve performing market transactions needed to manage the output of a Commonwealth-owned electric generation asset and/or manage the supply of electricity to Commonwealth electric accounts as required by the terms of a power purchase agreement (PPA).</p>
83100000-ITQ-510 Carbon-Free Electricity Sourced Supply Services	Qualified Contractors will be invited to respond to Requests for Quotes (RFQ) for electricity to be supplied from contractor-specified carbon-free electricity generation sources, such as utility-scale solar PV generation sites, to electric utility accounts belonging to Commonwealth agencies
83100000-ITQ-511 Renewable Natural Gas Sourced Supply Services	Qualified Contractors will be invited to respond to Requests for Quotes (RFQ) for natural gas to be supplied from contractor-specified renewable natural gas sources, such as anaerobic digesters processing animal waste, to natural gas utility accounts belonging to Commonwealth agencies.

**QUALIFICATIONS:** Contractors interested in becoming an ITQ Contractor must meet the following requirements. Failure to meet the below requirements will result in the application being rejected. Each Contractor that meets the minimum qualifications will be awarded a contract. Award of a contract to a Contractor is not a guarantee of business.

- A.** Contractors must provide documentation showing two (2) years of experience in the appropriate commodity code selected under Service Categories.
- B. Iran Free Certification Form.** Contractors must complete and provide the Iran Free Procurement Certification form to be eligible for the award of a contract.
- C. Worker Protection and Investment.** Contractors must complete and provide the Worker Protection and Investment Certification Form to be eligible for the award of a contract.
- D. For 83100000-ITQ-506, Electricity Supply Services:**
  - a. Contractors must possess a current and active Pennsylvania Public Utility Commission (PA PUC) license as an Electric Generation Supplier. Contractors may be licensed to supply electricity within any or all PA Electric Distribution Company (EDC) territories.
  - b. Contractors must be a member in good standing of PJM Interconnection as a load-serving entity (LSE).

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**E. For 83100000-ITQ-507, Natural Gas Supply Services,** Contractors must possess a current and active Pennsylvania Public Utility Commission (PA PUC) license as a Natural Gas Supplier. Contractors may be licensed to supply natural gas within any or all PA Local Distribution Company (LDC) territories.

**F. For 83100000-ITQ-508, Renewable Attribute Services**

- a. Contractors must provide supporting documentation necessary to:
  - i. Establish the contractor possesses a PJM Generation Attribute Tracking System (GATS) account as a broker and is equipped to create, retire, purchase, and/or sell Renewable Energy Credits (RECs) on behalf of generation owners, OR;
  - ii. Establish the contractor is a registered user with the Midwest Renewable Energy Tracking System (M-RETS) such that the contractor is equipped to create, retire, purchase, and/or sell Renewable Thermal Credits (RTCs) on behalf of a generator, OR;In the event additional forms of renewable attributes begin to be tracked within the tracking systems mentioned above or if additional similar tracking systems are implemented during the term of this contract, similar supporting documentation may be accepted for Contractor qualification under this category at the discretion of the Issuing Office.

**G. For 83100000-ITQ-509 Electricity Management Services:**

- a. Contractors must possess a current and active Pennsylvania Public Utility Commission (PA PUC) license as an Electric Generation Supplier. Contractors may be licensed to supply electricity within any, or all, PA Electric Distribution Company (EDC) territories.
- b. Contractors must be a current and active member in good standing of PJM Interconnection as a load-serving entity (LSE).

**H. For 83100000-ITQ-510, Carbon-Free Electricity Sourced Supply Services**

- a. Contractors must possess a current and active Pennsylvania Public Utility Commission (PA PUC) license as an Electricity Generation Supplier. Contractors may be licensed to supply electricity within any, or all PA Electric Distribution Company (EDC) territories
- b. Contractors must be a current and active member in good standing of PJM Interconnection as a load-serving entity (LSE).

**I. For 83100000-ITQ-511, Renewable Natural Gas Sourced Supply Services,** Contractors must possess a current and active Pennsylvania Public Utility Commission (PA PUC) license as a Natural Gas Supplier. Contractors may be licensed to supply natural gas within any or all PA Local Distribution Company (LDC) territories.

**REQUEST FOR QUOTES (RFQ) PROCEDURES:** DGS Procurement will issue RFQs for the services covered by this ITQ on behalf of Commonwealth agencies on an as needed basis. Quotes may be solicited in writing via email or an internet-based platform. Each RFQ shall be issued to all Contractors qualified in the applicable service category.

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The RFQ will include specific details regarding requested term lengths and pricing structures, included utility accounts, contact information, and relevant utility information, if applicable. The RFQ will also contain specific terms and conditions governing the purchase of the specified services as well as the criteria for Contractor evaluation and award.

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