

**REQUEST FOR PROPOSALS FOR**  
**ENERGY ACCOUNTING AND SUPPLY MANAGEMENT SERVICES**

**ISSUING OFFICE**

**Pennsylvania Turnpike Commission**

**Facilities Department**

**RFP NUMBER**

**09-40130-1950**

**DATE OF ISSUANCE**

**April 28, 2009**

**REQUEST FOR PROPOSALS FOR**  
**ENERGY ACCOUNTING AND SUPPLY MANAGEMENT SERVICES**  
**RFP #09-40130-1950**

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## PART I

### GENERAL INFORMATION FOR PROPOSERS

**I-1. Purpose.** This request for proposals (RFP) provides interested Proposers with sufficient information to enable them to prepare and submit proposals for consideration by the Pennsylvania Turnpike Commission (Commission) to satisfy a need for energy accounting and supply management services.

**I-2. Issuing Office.** This RFP is issued for the Commission by

Contact  
Robert M. Wallett  
Director of Facilities  
**Pennsylvania Turnpike Commission**

Mailing Address  
P.O. Box 67676  
Harrisburg, PA 17106

Email: [rwallett@paturndpike.com](mailto:rwallett@paturndpike.com)

Street Address  
700 South Eisenhower Blvd.  
Middletown, PA 17057

The Issuing Office is the sole point of contact in the Commission for this RFP.

**I-3. Scope.** This RFP contains instructions governing the proposals to be submitted and the material to be included therein; a description of the service to be provided; requirements which must be met to be eligible for consideration; general evaluation criteria; and other requirements to be met by each proposal.

**I-4. Problem Statement.** The Commission is seeking proposals from qualified firms to provide comprehensive energy/utility accounting services and energy/utility supply management services for purchases of all electricity and heating fuels (oil, propane and natural gas). These services are necessary to reduce costs through active management of energy/utility accounts and purchasing agreements. The Commission spends approximately \$6 million per year for electricity and heating fuels.

**I-5. Type of Contract.** It is proposed that if a contract is entered into as a result of this RFP, it will be a fee for services contract. Fees for services may be fixed, contingency-based (and tied directly to the refunds and savings produced), or some combination. The Commission may in its sole discretion undertake negotiations with contractors whose proposals as to price and other factors show them to be qualified, responsible, and capable of performing the work.

**I-6. Rejection of Proposals.** The Commission reserves the right to reject any and all proposals received as a result of this request, or to negotiate separately with competing Proposers.

**I-7. Subcontracting.** Any use of subcontractors by a Proposer must be identified in the proposal. During the contract period, use of any subcontractors by the selected Proposer, which were not previously identified in the proposal, must be approved in advance in writing by the Commission.

A firm that responds to this solicitation as a prime may not be included as a designated subcontractor to another firm that responds to the same solicitation and will result in **rejection of all responses of the firm or firms involved**. This does not preclude a firm from being set forth as a designated subcontractor to more than one prime contractor responding to the project advertisement.

**I-8. Incurring Costs.** The Commission is not liable for any costs the Proposer incurs in preparation and submission of its proposal, in participating in the RFP process or in anticipation of award of contract.

**I-9. Pre-Proposal Conference.** There will be a non-mandatory pre-proposal conference at **10:00 a.m. on May 20, 2009**, at the Pennsylvania Turnpike Commission Administration Building, 700 S. Eisenhower Blvd., Middletown, PA, 17057. Written questions may be submitted to the Issuing Office at the mailing or e-mail address indicated above to be received no later than **12:00 noon on May 12, 2009**. All questions and written answers will be issued as an addendum to and become part of this RFP.

**I-10. Addenda to the RFP.** If it becomes necessary to revise any part of this RFP before the proposal response date, addenda will be posted to the Commission's website under the original RFP document. It is the responsibility of the Proposer to periodically check the website for any new information or addenda to the RFP.

The Commission may revise a published advertisement. If the Commission revises a published advertisement less than ten days before the RFP due date, the due date will be extended to maintain the minimum ten-day advertisement duration if the revision alters the project scope or selection criteria. Firms are responsible to monitor advertisements/addenda to ensure the submitted proposal complies with any changes in the published advertisement.

**I-11. Response.** To be considered, proposals must be delivered to the Pennsylvania Turnpike Commission's **Contracts Administration Department, Attention: Wanda Metzger, Contract Administrator, on or before 12:00 Noon, June 3, 2009. The Pennsylvania Turnpike Commission is located at 700 South Eisenhower Boulevard, Middletown, PA 17057 (Street address). Our mailing Address is P. O. Box 67676, Harrisburg, PA 17106.** Please note that use of U.S. Mail delivery does not guarantee delivery to this address by the above-listed time for submission. **Proposers mailing proposals should allow sufficient delivery time to ensure timely receipt of their proposals.** If the Commission office location to which proposals are to be delivered is closed on the proposal response date due to inclement weather, natural disaster, or any other cause, the deadline for submission shall be automatically extended until the next Commission business day on which the office is open. Unless the Proposers are otherwise notified by the Commission, the time for submission of proposals shall remain the same.

**I-12. Proposals.** To be considered, Proposers should submit a complete response to this RFP, using the format provided in PART II. Each proposal should be submitted in **6** copies to the Contract Administration Department. No other distribution of proposals will be made by the Proposer. Each proposal page should be numbered for ease of reference. Proposals must be signed by an official authorized to bind the Proposer to its provisions and include the Proposer's Federal Identification Number. For this RFP, the proposal must remain valid for at least **120** days. Moreover, the contents of the proposal of the selected Proposer will become contractual obligations if a contract is entered into.

Each and every Proposer submitting a proposal specifically waives any right to withdraw or modify it, except as hereinafter provided. Proposals may be withdrawn by written notice received at the Commission's address for proposal delivery prior to the exact hour and date specified for proposal receipt. A proposal may also be withdrawn in person by a Proposer or its authorized representative, provided its identity is made known and it signs a receipt for the proposal, but only if the withdrawal is made prior to the exact hour and date set for proposal receipt. A proposal may only be modified by the

submission of a new sealed proposal or submission of a sealed modification which complies with the requirements of this RFP.

**I-13. Economy of Preparation.** Proposals should be prepared simply and economically, providing a straightforward, concise description of the Proposer's ability to meet the requirements of the RFP

**I-14. Discussions for Clarification.** Proposers who submit proposals may be required to make an oral or written clarification of their proposals to the Manager of Contracts Administration to ensure thorough mutual understanding and Proposer responsiveness to the solicitation requirements. The Manager of Contracts Administration will initiate requests for clarification.

**I-15. Best and Final Offers.** The Commission reserves the right to conduct discussions with Proposers for the purpose of obtaining "best and final offers." To obtain best and final offers from Proposers, the Commission may do one or more of the following: a) enter into pre-selection negotiations; b) schedule oral presentations; and c) request revised proposals. The Commission will limit any discussions to responsible Proposers whose proposals the Commission has determined to be reasonably susceptible of being selected for award.

**I-16. Prime Proposer Responsibilities.** The selected Proposer will be required to assume responsibility for all services offered in its proposal whether or not it produces them. Further, the Commission will consider the selected Proposer to be the sole point of contact with regard to contractual matters.

**I-17. Proposal Contents.** Proposals will be held in confidence and will not be revealed or discussed with competitors, unless disclosure is required to be made (i) under the provisions of any Commonwealth or United States statute or regulation; or (ii) by rule or order of any court of competent jurisdiction. If a contract is executed, however, the successful proposal submitted in response to this RFP shall be subject to disclosure. All material submitted with the proposal becomes the property of the Pennsylvania Turnpike Commission and may be returned only at the Commission's option. Proposals submitted to the Commission may be reviewed and evaluated by any person other than competing Proposers at the discretion of the Commission. The Commission has the right to use any or all ideas presented in any proposal. Selection or rejection of the proposal does not affect this right.

**I-18. Debriefing Conferences.** Proposers whose proposals are not selected will be notified of the name of the selected Proposer and given the opportunity to be debriefed, at the Proposer's request. The Issuing Office will schedule the time and location of the debriefing. The Proposer will not be compared with other Proposers, other than the position of its proposal in relation to all other proposals. The debriefing will consist of an explanation of the strengths and weaknesses of the proposal only.

**I-19. News Releases.** News releases pertaining to this project will not be made without prior Commission approval, and then only in coordination with the Issuing Office.

**I-20. Commission Participation.** Unless specifically noted in this section, Proposers must provide all services to complete the identified work.

**I-21. Cost Submittal.** The cost submittal shall be placed in a separately sealed envelope within the sealed proposal and kept separate from the technical submittal. **Failure to meet this requirement may result in disqualification of the proposal.**

**I-22. Term of Contract.** The term of the contract will commence on the Effective Date (as defined below) and will run for a period of 24 months with the option for two twelve month extensions. The Commission shall fix the Effective Date after the contract has been fully executed by the Contractor and by the Commission and all approvals required by Commission contracting procedures have been obtained.

**I.23 Award of Multiple Contracts.** The Commission anticipates awarding a single contract for all services described in this RFP. However, the Commission reserves the right to award contracts to two or more firms should their technical and price proposals warrant this consideration. For example, one proposer may be significantly more qualified to provide energy accounting services while another proposer is better qualified at energy procurement. In this case, the Commission reserves the right to award energy accounting services to one proposer and energy supply management to another proposer. Contracts will not be awarded to multiple proposers for the same services.

**I-24. Proposer's Representations and Authorizations.** Each Proposer by submitting its proposal understands, represents, and acknowledges that:

- a. All information provided by, and representations made by, the Proposer in the proposal are material and important and will be relied upon by the Commission in awarding the contract(s). Any misstatement, omission or misrepresentation shall be treated as fraudulent concealment from the Commission of the true facts relating to the submission of this proposal. A misrepresentation shall be punishable under 18 Pa. C.S. 4904.
- b. The price(s) and amount of this proposal have been arrived at independently and without consultation, communication or agreement with any other potential Proposer.
- c. Neither the price(s) nor the amount of the proposal, and neither the approximate price(s) nor the approximate amount of this proposal, have been disclosed to any other firm or person who is a Proposer or potential Proposer, and they will not be disclosed on or before the proposal submission deadline specified in the cover letter to this RFP.
- d. No attempt has been made or will be made to induce any firm or person to refrain from submitting a proposal on this contract, or to submit a proposal higher than this proposal, or to submit any intentionally high or noncompetitive proposal or other form of complementary proposal.
- e. The proposal is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any firm or person to submit a complementary or other noncompetitive proposal.
- f. To the best knowledge of the person signing the proposal for the Proposer, the Proposer, its affiliates, subsidiaries, officers, directors, and employees are not currently under investigation by any governmental agency and have not in the last four (4) years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding or proposing on any public contract, except as disclosed by the Proposer in its proposal.
- g. To the best knowledge of the person signing the proposal for the Proposer and except as otherwise disclosed by the Proposer in its proposal, the Proposer has no outstanding,

delinquent obligations to the Commonwealth including, but not limited to, any state tax liability not being contested on appeal.

- h. The Proposer is not currently under suspension or debarment by the Commonwealth, or any other state, or the Federal Government, and if the Proposer cannot certify, then it shall submit along with the proposal a written explanation of why such certification cannot be made.
- i. The Proposer has not, under separate contract with the Commission, made any recommendations to the Commission concerning the need for the services described in the proposal or the specifications for the services described in the proposal.
- j. Each Proposer, by submitting its proposal, authorizes all Commonwealth agencies to release to the Commission information related to liabilities to the Commonwealth including, but not limited to, taxes, unemployment compensation, and workers' compensation liabilities.

## PART II

### INFORMATION REQUIRED FROM PROPOSERS

Proposals must be submitted in the format, including heading descriptions, outlined below. To be considered, the proposal must respond to all requirements in this part of the RFP. Any other information thought to be relevant, but not applicable to the enumerated categories, should be provided as an appendix to the proposal. Each proposal shall consist of two (2) separately sealed submittals. The submittals are as follows: (i) Technical Submittal, in response to Sections II-1 through II-7 hereof; (ii) Cost Submittal, in response to Section II-8 hereof.

The Commission reserves the right to request additional information which, in the Commission's opinion, is necessary to assure that the Proposer's competence, number of qualified employees, business organization, and financial resources are adequate to perform according to the RFP.

The Commission may make such investigations as deemed necessary to determine the ability of the Proposer to perform the work, and the Proposer shall furnish to the Issuing Office all such information and data for this purpose as requested by the Commission. The Commission reserves the right to reject any proposal if the evidence submitted by, or investigation of, such Proposer fails to satisfy the Commission that such Proposer is properly qualified to carry out the obligations of the agreement and to complete the work specified.

**II-1. Statement of the Problem.** State in succinct terms your understanding of the problem presented or the service required by this RFP and as addressed by you in your proposal. Use the headings in Section IV-2 Nature and Scope of Services, to describe your understanding of the problem

**II-2. Management Summary.** Include a narrative description of the proposed effort and a list of the items to be delivered or services to be provided. Use the headings in Section IV-2 Nature and Scope of Services, to describe your understanding of the proposed effort, to list the items to be delivered and to describe the services to be provided. Ensure the Requirements of Section IV-3.a. and IV-3.b have been addressed in your description.

**II-3. Work Plan.** Describe in narrative form your technical plan for accomplishing the work. Use the Nature and Scope of Services and Task descriptions in Part IV and IV-4 of this RFP as your reference point. Modifications of the task descriptions are permitted; however, reasons for changes should be fully explained.

**II-4. Prior Experience.** Experience in energy accounting and energy procurement for public agencies is required. Experience shown should be work done by individuals who will be assigned to this project as well as that of your company. Programs or projects referred to should be identified and the name of the customer shown, including the name, address, and telephone number of the responsible official of the customer, company, or agency who may be contacted.

**II-5. Personnel.** Include the number, and names where practicable, of executive and professional personnel, analysts, auditors, researchers, programmers, consultants, etc., who will be engaged in the work. Show where these personnel will be physically located during the time they are engaged in the work. Include through a resume or similar document education and experience in certified energy management or energy procurement services, and any training and certifications in this area. Indicate the responsibilities each will have in this project and how long each has been with your company.

Identify subcontractors (if any) you intend to use and the services they will perform. See **additional requirements in Section IV-3.c.**

**II-6. Training.** If appropriate, indicate recommended training of Commission personnel. If training is needed for the proposed Energy Management Information System (EMIS), please include a description of the training, duration of the program, place of training, curricula, training materials to be used, number and frequency of sessions, and number and level of instructors.

**II-7.M/W/DBE/ Participation.** The Turnpike Commission is committed to the inclusion of disadvantaged, minority, and woman firms in contracting opportunities. Responding firms shall clearly identify MBE/WBE/DBE firms, expected to participate in this contract, in their Proposal. Proposed MBE/WBE/DBE firms must be certified by the Pennsylvania Department of General Services ([www.dgs.state.pa.us](http://www.dgs.state.pa.us)) or the Pennsylvania Unified Certification Program ([www.paucp.com](http://www.paucp.com)) at the time of the submission of the proposal. If further information is desired concerning MBE/WBE/DBE participation, direct inquiries to the Pennsylvania Turnpike Commission's Contract Administration Department by calling (717) 939-9551 Ext. 4241.

**II-8. Cost Submittal.** The information requested in this section shall constitute your cost submittal. Proposers should provide a detailed outline of the proposed fee structure and clearly identify which services are to be provided at a fixed fee and which are being proposed on a contingency basis (shared savings approach). If some of the proposed fee is contingency-based, the method of calculating the contingency-based fee must be clearly stated in the cost submittal. **The Cost Submittal shall be placed in a separate sealed envelope within the sealed proposal, separate from the technical submittal.**

Proposers should **not** include any assumptions in their cost submittals. If the proposer includes assumptions in its cost submittal, the Commission may reject the proposal. Proposers should direct in writing to the Issuing Office pursuant to Part I-9 of this RFP any questions about whether a cost or other component is included or applies. All Proposers will then have the benefit of the Issuing Office's written answer so that all proposals are submitted on the same basis.

**Any costs not provided in the cost proposal will be assumed as no charge to the Commission.**

**The selected Proposer shall only perform work on this contract after the Effective Date is affixed and the fully-executed contract sent to the selected Proposer. The Commission shall issue a written Notice to Proceed to the selected Proposer authorizing the work to begin on a date which is on or after the Effective Date. The selected Proposer shall not start the performance of any work prior to the date set forth in the Notice of Proceed and the Commission shall not be liable to pay the selected Proposer for any service or work performed or expenses incurred before the date set forth in the Notice to Proceed. No Commission employee has the authority to verbally direct the commencement of any work under this Contract.**

## PART III

### CRITERIA FOR SELECTION

**III-1. Mandatory Responsiveness Requirements.** To be eligible for selection, a proposal should be (a) timely received from a Proposer; (b) properly signed by the Proposer; and (c) formatted such that all cost data is kept separate from and not included in the Technical Submittal. Failure to comply may result in rejection of the proposal.

**III-2. Selection Process.** Proposals will be reviewed and evaluated by a committee of qualified personnel selected by the Commission. This committee will recommend for selection the proposal that most closely meets the requirements of the RFP and satisfies Commission needs. Award will only be made to a Proposer determined to be responsive and responsible in accordance with Commonwealth Management Directive 215.9, Contractor Responsibility Program.

**III-3. Evaluation Criteria.** The following criteria will be used in evaluating each proposal:

**a. Understanding the Problem.** This refers to the Proposer's understanding of the Commission needs that generated the RFP, of the Commission's objectives in asking for the services, and of the nature and scope of the work involved.

**b. Proposer Qualifications and Energy Management Experience.** This refers to the ability of the Proposer to meet the requirements of the RFP and the quality, relevancy, and magnitude of programs and projects recently completed by the Proposer.

**c. Soundness of Approach.** Emphasis here is on the techniques for collecting and analyzing data, sequence and relationships of major steps, and methods for managing the service/program. Of equal importance is whether the technical approach is completely responsive to all written specifications and requirements contained in the RFP and if it appears to meet Commission objectives. Method of delivery, access to collected information and the technique of updating information will be considered.

**d. Personnel Qualifications.** This refers to the competence of professional personnel who would be assigned to the job by the Proposer. Qualifications of professional personnel will be measured by experience and education, with particular reference to experience on programs/services similar to that described in the RFP. **See additional requirements in Section II-5.**

**e. Cost.** While this area may be weighted heavily, it will not normally be the deciding factor in the selection process. The Commission reserves the right to select a proposal based upon all the factors listed above, and will not necessarily choose the firm offering the best price. The Commission will select the firm with the proposal that best meets its needs, at the sole discretion of the Commission.

## **PART IV**

### **WORK STATEMENT**

#### **IV-1. Objectives**

The Commission is seeking proposals from qualified firms to provide comprehensive energy/utility accounting services and energy/utility supply management services. The need for these services is a reflection of the increasingly complex energy marketplace and significant increases in the cost of energy. The main objective of these services will be to reduce energy costs through active management of energy accounts and purchasing agreements.

#### **IV-2. Nature and Scope of Services**

The Commission is seeking a qualified firm with core competencies in energy/utility account management and energy/utility supply management to be our partner in reducing the cost of energy supporting Commission operations. The Commission spends approximately \$6 million per year for electricity and heating fuels; almost \$5 million of this is for electricity. We have facilities and operations across the entire length of the Turnpike (over 530 linear miles) with separate energy accounts. There are 140 electricity accounts with 13 different electric companies; these are summarized in attachment 1. A total of approximately 1600 invoices totaling almost \$5 million are processed for payment each year. There are 44 heating fuel accounts with 11 different petroleum/gas companies; these are summarized in attachment 2. A total of over 270 invoices totaling about \$1.2 million are processed for payment each year. The following general scope of services is desired to improve our energy management and reduce costs for energy. Proposers may modify this list of services to match their proposed accounting/management system.

##### **a. Energy Accounting and Management Reporting Services:**

1. Utility bills will be redirected to the selected proposer.
2. Audit utility bills for accuracy and enter into an energy management information system in a timely manner. Conduct a historical audit of all accounts for at least the previous 24 months.
3. Identify and resolve billing issues with the respective utility.
4. Consolidate invoices received from the same utility into one monthly billing statement for each respective utility. Prepare a file monthly of accounts payable that can be exported and uploaded/interfaced to the Commission's Accounting System.
5. Populate the Energy Management Information System (EMIS) at the commencement of the contract with the previous 24 months of data, as a minimum.
6. The EMIS should have the capability to project utility costs in conjunction with the annual budget process.
7. The EMIS should have web-based access, report generation capabilities, and the capability to export data for uploading/interfacing to the Commission's information technology systems.

**b. Energy Supply Management Services:**

1. Conduct a rate/tariff analysis for each utility account to ensure the Commission is being charged the proper rate for services received.
2. Negotiate lower rates for utilities services.
3. Recommend alternative commodity purchasing agreements when advantageous to the Commission.
4. Conduct market, regulatory, and price risk analysis for energy supplies.

**c. Provision of Additional Services:** We understand that firms responding to this RFP may have the capacities to provide additional services to the Commission beyond those required in IV-2.a. and IV-2.b. above. It is the intent of the Commission to clearly understand what services will be offered by responding firms above and beyond what is required. Responses should detail these additional services into two categories: those that would be provided as part of the fee proposal and those services [listed separately] that would be provided at an additional cost to the Commission. The Commission is interested in learning what innovative energy services can be offered which may add value and reduce costs while delivering required facilities services to our employees and customers.

**IV-3. Requirements.**

a. **Energy Management Information System (EMIS):** The selected firm shall be responsible for providing energy accounting and management information services to the Commission and must fully describe the capabilities of their proposed EMIS. The Commission requires a system with comprehensive setup, data entry, importing, exporting, and report capabilities. Further, the EMIS should be compatible with the Windows XP operating system and the Commission's database structure (Sequel) with web-based access, report generation capabilities, and data export capabilities for uploading/interfacing with the Commission's systems. The following system features are desired:

1. Organization/Site Records:

- Basic site information including the name of the site, a description of the site, address of site, associated accounts and meters.
- List of each building and its square footage per site.
- System capacity must account for all sites, all vendors, all accounts, and all meters and allow for at least 100 percent future growth.
- Ability to group and categorize sites, buildings, accounts, and meters by departments, cost centers, building type, etc.

2. Billing and Climate Records:

- Record monthly energy consumption and cost based on monthly utility bills for each fuel for each account/meter
- Break out all component costs such as fixed service charge, rate for consumption, demand charges, time of use charges, and power factor charges from electricity suppliers or consumption, transportation and distribution costs for natural gas
- Record monthly billing period dates for each account
- Track non-energy utilities such as water, sewer, telecom, etc.
- Record weather data per site
- Application of weather corrections to energy savings calculations

3. Output Data, Reports, and Graphs
    - Record monthly and yearly energy usage and cost reports for each site
    - Provide an executive summary of the organization as a whole and groupings by department or facility type
    - Provide monthly direct side-by-side comparison of current energy use to base line or previous year's use for each site
    - Calculate comparison parameters such as percentage change in fuel use, dollar cost per square foot, and actual fuel use in therms or kWh per square foot.
  4. Access (by the Commission) and Support
    - Ability to directly access information; to generate standard output data, reports, and graphs from desktop; and to create custom reports and graphs from desktop
    - User friendliness
    - Support services and training
- b. **Validation of Cost Recovery and Cost Reduction:** Proposers must clearly describe their proposed method of validating any claimed cost recovery or reduction. This is particularly important if the proposed fee structure is contingency-based and tied directly to the refunds and savings produced.
  - c. **Personnel Qualifications:** At least one person engaged in this work must be a Certified Energy Manager or Certified Energy Procurement professional (CEM and CEP certifications awarded by the Association of Energy Engineers).
  - d. **Data Ownership:** The Commission is the sole owner of all Commission data contained in the proposed EMIS. The selected proposer is required to provide all data collected to the Commission at the end of the contract period in a format acceptable to the Commission.

#### IV-4. Tasks.

- a. Obtain necessary data from the Commission, energy suppliers/utility companies, and other sources. Data to include:
  1. Inventory of buildings, accounts, and meters
  2. Billing histories that go back at least 24 months for each account/meter.
  3. Weather data
- b. Populate the EMIS with at least the previous 24 months of data for each account.
- c. Provide cost recovery and reduction services.
  1. Audit the previous 24 months of billing for all accounts (existing energy suppliers). Audit to include rate/tariff analysis.
  2. Identify errors, submit claims and obtain refunds.
  3. Identify additional savings opportunities with current suppliers; make written recommendations to the Commission; fully implement those recommendations approved by the Commission.

- d. Provide initial and continuous source analysis services.
  - 1. Perform a comprehensive comparative analysis of rate plans and/or providers for those energy services that can be purchased from alternative sources.
  - 2. Make recommendations to the Commission and implement after Commission approval is received.
- e. Provide continuous billing administration and consolidation services, and continue to enter current data into EMIS for the length of the contract (as described in IV-2.a. above).
- f. Provide monthly status reports to the Commission detailing progress in meeting contract requirements (the above described tasks), the amount of cost recovery and reduction with the associated account information, on-going cost recovery and reduction actions, and any items/recommendations for Commission approval.

**Attachment 1**  
**Electricity Suppliers**

<b><u>Supplier</u></b>	<b><u># of Accounts</u></b>
<b>Adams Electric Cooperative</b>	<b>1</b>
<b>Allegheny Power</b>	<b>27</b>
<b>Bedford Rural Electric</b>	<b>5</b>
<b>Duquesne Light Company</b>	<b>10</b>
<b>Metropolitan Edison</b>	<b>2</b>
<b>New Enterprise Rural Electric</b>	<b>1</b>
<b>Ohio Edison</b>	<b>1</b>
<b>Penelec</b>	<b>16</b>
<b>Penn Power</b>	<b>16</b>
<b>Philadelphia Electric Company (PECO)</b>	<b>24</b>
<b>PP&amp;L</b>	<b>33</b>
<b>Somerset Rural Electric Company</b>	<b>3</b>
<b>Valley Rural Electric Company</b>	<b>1</b>
	<hr/>
<b>Total Accounts</b>	<b>140</b>

**Attachment 2**

**Heating Fuel Suppliers**

<b><u>Supplier</u></b>	<b><u># of Accounts</u></b>
<b>Amerigas</b>	<b>2</b>
<b>Bedford Valley Petroleum</b>	<b>3</b>
<b>Columbia Gas</b>	<b>2</b>
<b>Dominion Peoples Gas</b>	<b>3</b>
<b>Equitable Gas</b>	<b>2</b>
<b>Export Fuel Company</b>	<b>4</b>
<b>Farm &amp; Home Oil Company</b>	<b>1</b>
<b>Leffler Energy</b>	<b>2</b>
<b>Petroleum Traders Corporation</b>	<b>20</b>
<b>Pipeline Petroleum</b>	<b>1</b>
<b>UGI Utility Division</b>	<b>4</b>
	<hr/>
<b>Total Accounts</b>	<b>44</b>

# **Addendum No. 1**

RFP # 09-40130-1950

Energy Accounting and Supply Management Services

**Prospective Respondents: You are hereby notified of the following information in regard to the referenced RFP:**

## **REVISION**

Page 3, Part I-2 – Issuing Office - Contact Person has been changed as follows:

Contact:

Joseph W. Sutor, P.E.

Senior Engineering Project Manager

Pennsylvania Turnpike Commission

(717) 939-9551 Extension 3182

Email: [jsutor@paturndpike.com](mailto:jsutor@paturndpike.com)

## **QUESTIONS & ANSWERS**

No Questions were submitted in reference to the above RFP.

All other terms, conditions and requirements of the original RFP dated **April 28, 2009** remain unchanged unless modified by this Addendum.