



SOLICITATION INFORMATION SHEET
UTILITY SERVICES – ELECTRICITY SUPPLY
REQUEST FOR STATEMENT OF QUALIFICATIONS

The University of Connecticut is accepting Statement of Qualifications for:

RFQ RELEASE DATE: December 20, 2024

CONTRACT NUMBER: LM110524

CONTRACT NAME: Electricity Supply

SERVICE LOCATION: Storrs/Depot, and Uconn Health Farmington

PROCUREMENT AGENT: Lisa Mieszkowicz, lisa.mieszkowicz@uconn.edu, (860)486-8054

INTENT OF THIS SOLICITATION: The purpose of this Request for Qualifications ("RFQ") is for the University of Connecticut (the "University") to request Statements of Qualifications from Companies that can supply all electricity commodity components up to the delivery point for the UConn Storrs/Depot Campus and UConn Health accounts.

LOCATION OF THIS SOLICITATION: Submit a Statement of Qualifications ("Proposal") for this solicitation through the HuskyBuy Portal:

<https://bids.scquest.com/apps/Router/PublicEvent?CustomerOrg=UConnFullSuite>.

SBE/MBE PARTICIPATION: The University of Connecticut is committed to providing a professionally inclusive environment within which small and minority businesses are encouraged to participate in the procurement experience. As such, we encourage participation by Small (SBE) businesses, Minority-Owned (MBE) businesses, Woman-Owned (WBE) businesses, and businesses owned by persons with a disability (DisBE), certified as such by the Connecticut's Department of Administrative Services Supplier Diversity Division. For further information, visit: <https://portal.ct.gov/DAS/Services/Licensing-Certification-Permitting-and-Codes/Small-Minority-Business-Center>. To learn about the University of Connecticut's Supplier Diversity Program, visit: <https://supplierdiversity.ubs.uconn.edu>. Additionally, the University encourages Connecticut-based businesses to participate in this public solicitation process.

CRITICAL DATES:

Pre-Proposal Conference Date and Time	January 7, 2025	3:00 PM
Pre-Proposal Conference Location	The Pre-Proposal Conference will be held as a virtual video conference. A link for the virtual	

**video conference will be provided upon request.
Please send all requests to Lisa Mieszkowicz at
lisa.mieszkowicz@uconn.edu**

Q&A (RFI) Due Date and Time

January 14, 2025 2:00 PM

Proposal Due Date and Time

January 28, 2025 2:00 PM

PRE-PROPOSAL CONFERENCE: During the Pre-Proposal Conference, the RFQ and Scope of Work will be discussed. The Pre-Proposal Conference is not mandatory, however, interested Companies are strongly encouraged to attend.

Register for the Pre-Proposal Conference by emailing the Procurement Agent with your email contact information. The Procurement Agent will add your email to the virtual meeting, which will be held through Microsoft Teams. The deadline to register is 1 hour prior to the meeting.

REQUEST FOR INFORMATION QUESTIONS: All Requests for Information (“RFI”) questions are to be posted under the Q&A Board Tab in the HuskyBuy sourcing event for this Solicitation. No phone calls or RFI questions emailed directly to the Procurement Agent will be accepted.

CLARIFICATIONS, ADDENDA, and INTERPRETATIONS: Proposers shall promptly notify the University of any ambiguity, inconsistency, or error which they may discover upon examination of the contract documents.

Any and all interpretations of the RFI Responses, contract documents, and supplemental instructions will be in the form of a clarification/addendum and posted as part of the HuskyBuy sourcing event. Failure of a Proposer to receive any such clarification/addendum or interpretation shall not release a Proposer from the obligations under its Proposal as submitted.

CONSIDERATION OF PROPOSALS: This is a two-part Quality-Based Selection solicitation process. During the first part, a Proposer shall demonstrate, to the satisfaction of the University, that they possess the proven technical ability, financials, and the integrity, necessary to perform the Scope of Work faithfully and efficiently for this Contract, without conflict of interest. Proposals shall be evaluated utilizing the objective technical criteria listed within the RFQ, as well as any additional information obtained from persons or other sources identified in the Proposal with the intent of developing a shortlist of qualified Proposers.

During the second part of the process, the short-listed Proposers are invited to submit a Cost Proposal during the Request for Proposal phase. It is the intent of the University to award a contract(s) to the Vendor of Choice based on “best value” to UConn. The University will consider items such as supply term and price when determining the “best value”.

CONTRACT SCHEDULE/DURATION:

- Supply Contract Service Start Date: May 1, 2025

CONTRACT DESCRIPTION/SCOPE OF WORK:

The Full Requirements Electricity Supply shall be delivered to facilities that are in the Local Distribution Company (LDC), Eversource and United Illuminating (UI), territories.

The “Delivery Point” for such electricity shall be that point on the electric system at which the LDC takes possession of the electricity for final delivery of the electricity to the meter(s) of the specific facilities. This same Delivery Point shall be where the facility takes title to the electricity.

“Full Requirements Electricity Supply” shall be defined as: All components of firm electricity supply, including but not limited to energy charges, congestion, ancillary services, and line losses under all applicable requirements by Independent System Operator New England (ISO – NE), Contractor coordination tariffs and agreements, LMP adjustments, Client account management activities including all fees, capacity charges, and billing and reporting requirements under this Contract, but not including other costs and rates related to the delivery or distribution of electricity by the LDC. Such firm, full requirements electricity shall be equivalent to the relevant to LDC’s basic service product.

QUALIFICATIONS OF PROPOSER: All Proposers must provide information/documentation with their submission that demonstrates the following:

- **REQUIRED LICENSES AND CERTIFICATIONS:** If selected as the Vendor of Choice, your Company will be required to provide a copy of the following during the Letter of Intent process.
 - a. Registration with the DPUC to provide electricity supply service.
 - b. FERC power marketing license (Include FERC Docket No., Date of Application, and Date of Approval).
 - c. Agreements in place to allow for transmission between ISO-NE and delivery points listed in this Contract.

- **NARRATIVE OF CONTRACT APPROACH:** Prepare a Narrative that demonstrates your Company’s understanding of the Scope of Work for this Contract. Concisely present an approach that includes the following:
 - a. Technical Approach: A narrative describing experience in deregulated electricity markets, including Connecticut.
 - b. State the number of years the supplier has been providing electricity supply related service in the ISO-NE region.
 - c. Volumes under Contract. Provide the value and magnitude of energy supply contracts transacted during the past two years in the ISO-NE region.
 - d. Confirmation that the Supplier can provide consolidated billing.
 - e. Confirmation that the Supplier will not apply a bandwidth.
 - 1. The University will be requesting full requirements pricing, with no applicable bandwidth. However, if a supplier cannot or will not accommodate this, that supplier should indicate so in its response to this RFQ and propose bandwidth restrictions.

- **PREVIOUS RELEVANT EXPERIENCE:** Describe the overall qualifications of the Proposer, including background in this field and the services that it provides. Utilize the *Previous Relevant Experience Form, FacServ-RFQ* provided with this RFQ.
 - a. It is recommended that the Proposer provide three (3) examples of contracts in progress or completed within the past ten (10) years, comparable in size, scope, and similar environment to this Contract, with an emphasis on providing firm supply of electricity to retail customers in deregulated markets and is not merely acting as a broker.
 - b. A detailed description of the work performed and how it relates to the Scope of Work outlined in the RFQ shall be included.

- c. Examples with any information on the Form stated as “confidential” may not be considered.
- d. If a joint venture is proposed, provide contract examples demonstrating that the joint venture partners have worked together. Include a description and percentage of the work performed by each joint venture partner.

- **PROPOSED TEAM QUALIFICATIONS:** The Proposer must demonstrate the ability to staff the Contract with high quality, experienced personnel. Describe the qualifications and responsibilities of the key personnel who will be assigned to the Contract including their experience on similar contracts and their specific responsibilities for the proposed Contract. Utilize the *Resume for Proposed Key Personnel, FacServ-RFQ* provided with this RFQ.

- a. It is recommended that the Proposer provide Resumes for the following position: **Account Manager**. Only provide Resumes for the key personnel who may be assigned to this Contract, do not include Resumes for personnel not assigned to the team.

- **FINANCIALS:** The Supplier shall provide the following financial information:

- a. Financial Statement. Provide the firm’s most recent audited financial statement and annual report or a direct link to the report.
- b. Provide most recent Standard & Poor’s and/or Moody’s credit rating information is available to include any applicable support documentation. If the Supplier is privately held, please indicate as much prior to the due date for technical responses and other arrangements can be made.

MISCELLANEOUS REQUIRED DOCUMENTS: The Proposal shall include the following documents:

1. **Supplier Diversity Certificate:** If certified, provide your Company’s current Supplier Diversity Certificate issued by the Connecticut Department of Administrative Services.
2. **Joint Venture Agreement:** If a joint venture is proposed, provide the Joint Venture Agreement.

CONTRACT: A draft of the contract has been provided with the solicitation documents. The University reserves the right to modify the contract or waive any informality as it deems to be in the best interest of the University. By submitting a Proposal, your Company accepts the contract and any modifications that the University deems necessary to it without exception. Proposers will be notified of any modifications to the contract made by the University. Any exceptions to the contract submitted by the Proposer will not be considered.

JOINT VENTURE: If submitting as a joint venture, a new HuskyBuy Vendor Profile must be created with the joint venture company name and the Proposal must be submitted under this profile; it cannot be submitted under one of the joint venture partners’ profile.

End of Solicitation Information Sheet