



## **REQUEST FOR QUALIFICATIONS TURNKEY APPROACH TO MUNICIPAL ELECTRIC AGGREGATION**

**DATE: January 30, 2012**

**Due Date: Responses due by 4:00p.m. prevailing time, February 8, 2012, to the City of Urbana, Attention Mike Monson, 400 S. Vine Street, Urbana, IL 61801; email [mrmonson@urbanaininois.us](mailto:mrmonson@urbanaininois.us). Responses are acceptable by mail or electronic mail. Please request confirmation of electronic mail receipt.**

**Questions may be directed to Mike Monson, Chief of Staff, 217-384-2454.**

The City of Urbana (the City) hereby requests the submittal of qualifications form Alternate Retail Electric Suppliers (ARES) within the Ameren Illinois territory to assist the City with the development of a municipal electric aggregation program. The City passed a resolution on December 19, 2011 to place a referendum on municipal electric aggregation for residential and small commercial retail customers on the March 20, 2012 ballot.

The goal of the City is to contract with a well-qualified ARES to assist the City with a turnkey approach to municipal aggregation, including the following: 1) limited pre-referendum public education services; 2) post-referendum development of an opt-out aggregation program; and 3) serving as the electric supplier under the subsequent aggregation program, pending the completion of all legal documents. Please note that the City expects to undertake much of the pre-referendum public education but would like assistance in the form of a call center, speaking at public meetings, and providing content for City-published materials.

- 1) Provide the following information to ensure your company is qualified to provide electric services to aggregation members. Please provide the information requested below if applicable. (If not applicable, describe your business mode along with how your model will support the needs of our City in your responses to questions 3 and 4).
  - i) ICC Registration Number
  - ii) Registration as a retail electric supplier within Ameren Illinois territory
  - iii) Listing as a registered supplier on Ameren Illinois' website
  - iv) Docket number and date FERC Power Marketing Authority obtained
  - v) Date Alternate Retail Electric Supplier license in the State of Illinois was obtained
  - vi) Proof that supplier has access to capacity resources as a Load Serving Entity in PJM and is able to make use of existing transmission facilities that are owned by others in order to deliver power to customers.

- 2) How many electric residential and nonresidential accounts are you serving by state, including the Annual Load in kWh?
- 3) Describe your company's ability to provide renewable energy credits (RECs) as part of a aggregation supply contract.
- 4) Describe the length of your experience in Opt-Out Municipal Aggregation Programs. How many years of experience does your organization have in organizing Municipal Aggregation Programs and serving customers obtained through Municipal Aggregation programs?
- 5) Describe and quantify your experience in assisting in the development of Opt-Out Municipal Aggregation Programs, both pre-referendum and post-referendum. Detail services provided and name the communities you've worked with in constructing and implementing Opt-Out Municipal Aggregation Programs.
- 6) Describe how the cost for services provided to the City, prior to the execution of a supply contract, will be handled.
- 7) Describe processes and resources you have to enroll accounts of the communities you've been awarded.
- 8) How is your company equipped to handle calls for service or requests for information from residents of a community?
- 9) Describe the financial capabilities of your company to provide the electric supply to the community on a long-term basis. This capability is necessary to support the offering of a pricing strategy that will be most beneficial to the community and to maintain the continuity of the program.
- 10) Describe how the Opt-Out Notification process will be handled and samples of communications that will be sent to aggregation members.
- 11) Describe how customer participation in the aggregation program will be communicated to Ameren Illinois.
- 12) Describe your experience in developing Plans of Operations and Governance. Provide a sample if available.
- 13) Provide information on your company's legal structure, place(s) of operation, and number of employees, along with any additional information that could be deemed useful to the City's analysis.
- 14) Provide a proposed timeline and scope of services, including pre-referendum public education, development of the aggregation program, execution of the supply contract, and implementation of the aggregation program.

Responses to this RFQ must be 25 (twenty-five) pages or less.

All questions shall be directed to the contact listed. Any answers to questions which contain information not generally available to the public, and may alter the resulting submissions, will be sent to all ARES to which a copy of this RFQ has been provided.

The City will review all submissions to this RFQ and select one or more ARES which best meet the City's requirements for a telephone interview. The City hopes to notify, before the end of the business day on February 10, 2012, those firms to be interviewed. The selection of an ARES will be based upon experience and qualifications.

The ARES selected by the City for contract consideration will be required to satisfy the City's purchasing and Equal Opportunity requirements.

Please be aware that the City will not compensate any firm for time or expenses incurred during the selection or negotiation process.