



***REQUEST FOR PROPOSAL (RFP) FOR SELECTION  
OF RETAIL ELECTRIC PROVIDER***

***Hill County  
2019-0628***

***RFP DATE: June 28, 2019***

***BID DUE DATE: July 5, 2019***

***\*\*See Clarification Section 1- July 3, 2019***

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## **SECTION 1: RFP OVERVIEW**

*Hill County is seeking a Retail Electric Provider (REP) to supply all of its power supply requirements for the terms specified with deliveries beginning on the first meter read date in ~~\*\*November 2020~~ December, 2020 and/or will be coterminous to current contract end dates in November.*

*A signed Letter of Authorization and list of ESI id's are attached and for REPs participating in this request for pricing.*

*Suppliers participating in this request will be required to follow the guidelines for price submittal timing and acknowledge the inclusion of all pricing components as listed in Section 4.*

*Supplier's experience and size in the Texas power market, accurate and timely electricity billing performance, service levels and electronic reporting capabilities will be key metrics valued by the County.*

*Any additional programs beneficial to the County should be included and described in Supplier's responses.*

*Suppliers should note that State statutes apply to any final transaction with the County.*

## **SECTION 2: GENERAL INSTRUCTIONS**

*The deadline for submission of responses to this Request for Proposals (RFP) is **10:00 am, July 5, 2019**. Pricing must remain valid until close of business Tuesday, July 9<sup>th</sup>, 2019.*

*Any responses submitted after **10:00 am, July 5, 2019** may be accepted or rejected at the discretion of the County.*

*All questions and requests for additional information must be submitted to the following County representative:*

*Name of Contact*

- Susan Swilling*
- County Auditor*

*Phone: (254) 582-4060*

*Email: auditor@co.hill.tx.us*

***Proposals may be sent in electronic format to the email address above.***

*\*See Section 4 for pricing terms and specifics\**

### ***Submission of Qualifications***

*The County's award will be made to the Supplier providing the best overall value consistent with the requirements herein and as evidenced by Supplier's capabilities in providing the type and scope of services required by this request for proposals.*

## ***Evaluation of Qualifications***

*The agreement will be awarded based on County's determination that a submitted proposal meets its best interests. The County also reserves the right to refuse all proposals and thereby give notice of a new deadline for the receipt of additional proposals. The contract shall be deemed to have been awarded after the County has accepted an electricity price, energy service agreement terms and conditions and officially signed an energy supply agreement with the selected provider.*

*Preference will be given to Respondents with competitive pricing, retail experience, billing proficiency and service capabilities.*

## **SECTION 3: SCHEDULE**

*RFP Release Date: June 28, 2019*

*Proposal Due Date: July 5, 2019*

*This schedule, other than the Proposal Due Date, is subject to change at the sole discretion of the County.*

#### **SECTION 4: PRICING AND AGREEMENT TERMS**

Suppliers must quote pricing that includes all the commodity components listed on Attachment A (Note that congestion, taxes and TDU charges are the only pass-through charges allowed). The County is seeking **Hub pricing only**. Oncor delivery charges may be passed through to the County with no markup. The following quotes are requested:

Structure:	Fixed Price
Add-Delete:	5%
Contract Start:	Nov/Dec 2020*
Term:	24, 36, 42, and 48 month
Delivery:	Hub only
Payment:	Net 30

\*Coterminous with current contract end date November 2020.

## **SECTION 5: SUPPLIER'S RESPONSE OUTLINE**

*Proposals are to be submitted using Microsoft Word, Adobe Acrobat and Excel compatible files. All data from these files must be readily available (electronically) for use in the proposal screening process.*

### **1. Proposal Format**

*All proposal responses must include the following sections and the length may not exceed the amount shown:*

#### **Executive Summary:**

*A **brief** introduction to your company and experience/pertinent capabilities.  
(1 page limit).*

#### **Statement of Qualifications:**

*Please respond to the following questions.  
(3 page limit)*

#### **Questions for Each Retail Electric Provider**

- 1. Describe the size of your company, relevant division and parent company, and provide details relating to historic ERCOT market share and experience.*
- 2. Describe your customer billing system. Is your billing system “in-house” or “outsourced”? Identify the online systems that your company will make available to for tracking and viewing billing records.*
- 3. Provide statistics for your non-residential billing performance over the past 12 months (% on time/correct invoices vs % corrections/rebills). Has your company instituted a new billing system in the last 36 months?*



***Reliability and Customer Care***

- 4. Describe the value added services that your company offers to your customers (online data/billing services, energy efficiency products, 4CP management or demand response products or offerings, etc...)*
- 5. Please detail the structure of your customer care organization.*

***Supplier Contract Document***

*Please provide a contract document*

## Attachment A: Price Component Checklist

Cost Component	Included in	
	Price	Pass Through
<b>Commodity</b>		
Wholesale Price of Energy	Yes	
Capacity / Demand Charges	Yes	
Fuel Costs (coal, natural gas, etc.)	Yes	
TDU Line Losses	Yes	
Unaccounted for Energy (UFE)	Yes	
Operating Reserve Demand Curve (ORDC)	Yes	
<b>Retail Fees</b>		
REP Billing & Customer Care Services	Yes	
Net Billing/Payment Terms	Yes	
<b>Qualified Scheduling Entity (QSE) Fees</b>		
Qualified Scheduling Entity Fees	Yes	
<b>Independent System Operator (ISO) Ancillary Services &amp; Fees</b>		
Regulation Service (Reg Up, Reg Down)	Yes	
Responsive Reserve Service	Yes	
Non-Spinning Reserve Service	Yes	
Reliability Must Run (RMR) ERCOT Fees	Yes	
Day-Ahead Make-Whole Charge	Yes	
Base Point Deviation Credit	Yes	
Black Start Service	Yes	
ERCOT Admin/ISO Fee	Yes	
ERCOT Reliability Charge (ERO)	Yes	
ERCOT Other Charges	Yes	
Renewable Energy Surcharge	Yes	
Out-of-Merit ADR Settlement	Yes	
Mismatch Schedule Fee	Yes	
Real Time Revenue Neutrality (RTRN)	Yes	
Voltage Support Service	Yes	
Emergency Energy	Yes	
Emergency Response Service (ERS)	Yes	
Real-time Ancillary Service Imbalance Revenue Neutrality Allocation	Yes	
<b>Congestion Management</b>		
Hub to Load Zone Basis Differential (Intra-zonal Congestion)		Yes
RUC Capacity-Short Charge	Yes	
RUC Decommitment Charge	Yes	
RUC Make-Whole Uplift Charge	Yes	
RUC Clawback Payment	Yes	
<b>Regulated Delivery Charges &amp; Stranded Costs</b>		
Customer Charge		Yes
Metering Charge		Yes
Distribution System Charge		Yes
Transmission System Charge		Yes
Advanced Metering Cost Recovery Factor (AMCRF)		Yes
Competition Transition Charge (CTC)		Yes
Energy Efficiency Cost Recovery Factor (EECRF)		Yes
Nuclear Decommissioning Fee (NDF)		Yes
Rate Case Expense Rider (RCE)		Yes
System Restoration Charge (SRC)		Yes
Adjusted Federal Income Tax Credit (ADFIT)		Yes
Transition Charge (TC1, TC2, TC5)		Yes
Transmission Cost Recovery Factor (TCRF)		Yes
Discretionary Service Charge		Yes
Rate Case Expense Remand Surcharge		Yes
Surcharge Energy Efficiency		Yes
<b>Taxes and Miscellaneous Fees</b>		
Sales Tax (if applicable)		Yes
Gross Receipts tax (if applicable)		Yes
Public Utility Commission Assessment (PUCA fee)		Yes