

STATE OF ILLINOIS
REQUEST FOR QUALIFICATIONS

ILLINOIS POWER AGENCY
PROFESSIONAL SERVICES – POWER AND REC PROCUREMENT PLANNING
Reference Number 20-RFQ-01

The Illinois Power Agency (“Agency” or “State”) is issuing this Request for Qualifications (“RFQ”) seeking qualified and responsible experts or expert firms (“Offerors”) to serve as a Planning Consultant who will primarily assist the Agency with the development of the Agency’s annual Electricity Procurement Plan, the biennial revision of the Long-Term Renewable Resources Procurement Plan, the annual Zero Emission Standard Payment Calculation Notice, and the Illinois Power Agency Annual Report. A brief background and description are set forth below. The Agency welcomes responses from qualified Offerors able and willing to meet these requirements. Evaluation of responses to this RFQ will form the basis for determining recipients for a Requests for Proposal (“RFP”) that will include more detailed and specific requirements.

BACKGROUND: The Agency serves as the authority for the procurement of standard “wholesale products, including energy and capacity, delivered to or otherwise used to meet the supply requirements of the eligible retail customers (i.e., default supply customers) of Commonwealth Edison Company (“ComEd”) and Ameren Illinois Company (“Ameren”), and for the Illinois service territory of MidAmerican Energy Company (“MidAmerican”),¹ collectively the “Utilities.” The Agency is also responsible for the procurement of renewable energy credits (“RECs”) to fulfill the State’s Renewable Portfolio Standard requirements per the Illinois Power Agency Act (20 ILCS 3855/1-5 *et seq.*) and Section 16-111.5 of the Public Utilities Act (220 ILCS 5/16-111.5). Each of these requirements is met in part through the development of procurement plans submitted to the Illinois Commerce Commission for review and approval.

The Illinois Power Agency Act states that “The Agency shall each year, as needed, issue a request for qualifications for experts or expert consulting firms to develop the procurement plans in accordance with Section 16-111.5 of the Public Utilities Act.” (20 ILCS 3855/1-75(a)(1)). This solicitation represents the first step in the process of retaining a Procurement Planning Consultant. Upon completion of the RFQ evaluation process, Offerors deemed qualified by the Agency will be invited to respond to a subsequent request for proposals (“RFP”). If selected through the RFP process, the selected Offeror will be expected to enter into a binding contract with the Agency.

This Solicitation is exempt from the procedures in the Illinois Procurement Code (30 ILCS 500) pursuant to Section 1-25(2) of the Illinois Power Agency Act (20 ILCS 3855/1-25(2)) and contains alternative bidding procedures pursuant to Section 20-10(i) of the Procurement Code (30 ILCS 500/20-10).

BRIEF DESCRIPTION: The Agency seeks a Procurement Planning Consultant (“Consultant”) who will primarily assist the Agency with the development of the Agency’s annual Electricity Procurement Plan, the biennial revision of the Long-Term Renewable Resources Procurement Plan, the annual Zero Emission Standard Payment Calculation Notice, and the Illinois Power Agency Annual Report. To meet this goal, the Agency seeks Offerors that, at a minimum, can successfully execute the tasks listed below:

¹ As defined in Section 16-111.5(a) of the Public Utilities Act, eligible retail customers “means those retail customers that purchase power and energy from the electric utility under fixed-price bundled service tariffs, other than those retail customers whose service is declared or deemed competitive under Section 16-113 and those other customer groups specified in this Section, including self-generating customers, customers electing hourly pricing, or those customers who are otherwise ineligible for fixed-price bundled tariff service.”

I. Electricity Procurement Plan²

1. Analyze the projected balance of supply and demand for eligible retail customers over a 5-year period
2. Identify the wholesale products to be procured following plan approval by the Illinois Commerce Commission
3. Perform hourly load analysis
4. Analyze the impact of any demand side and renewable energy initiatives
5. Develop a plan for meeting the expected load requirements that will not be met through preexisting contracts

II. Long-Term Renewable Resources Procurement Plan³

1. Analyze load forecasts; calculate RPS budgets and targets at the utility and Statewide level
2. Analyze contracted REC quantities and prices (REC Portfolio) to estimate available budgets and gaps
3. Analyze the balance between wind and solar photovoltaic contracted REC quantities and recommend procurements of RECs to achieve required balance
4. Analyze the impact of proposed REC procurements on available budget and targets
5. Recommend competitive REC procurements to achieve RPS targets while staying within available budget
6. Develop recommendations for improvement of the Adjustable Block Program
7. Develop recommendations for improvement of the Illinois Solar for All Program
8. Propose refinements to the REC Pricing Model used in the Adjustable Block Program and in the Illinois Solar for All Program
9. Propose improvements to the implementation of the public interest criteria for adjacent states, if any

III. Zero Emission Standard Payment Calculation Notice⁴

1. Collect and analyze market data needed to calculate the Market Price Index for the applicable Delivery Year
2. Calculate the applicable Market Price Index and ZEC Price
3. Seek agreement on the calculations of the Market Price Index and the ZEC Price from the Agency, ICC Staff, Procurement Monitor and the contracting utilities
4. Gather administrative cost data from each utility and assist the Agency in drafting the Preliminary Payment Calculation Notice
5. Gather actual load data from each utility and assist the Agency in drafting the Final Payment Calculation Notice

² 220 ILCS 5/16-111.5(b).

³ 20 ILCS 3855/1-75(c).

⁴ 20 ILCS 3855/1-75(d-5)(1)(D).

IV. Illinois Power Agency Annual Report⁵

1. Draft a data request to collect and later analyze information provided by the applicable utilities to satisfy the requirements i) through iv) below:
 - (i) The average quantity, price, contract type, and term and rate impact of all renewable resources purchased under the electricity procurement plans for electric utilities
 - (ii) A comparison of the costs associated with the Agency's procurement of renewable energy resources to (a) the Agency's costs associated with electricity generated by other types of generation facilities and (b) the benefits associated with the Agency's procurement of renewable energy resources
 - (iii) An analysis of the rate impacts associated with the Illinois Power Agency's procurement of renewable resources, including, but not limited to, any long-term contracts, on the eligible retail customers of electric utilities. The analysis shall include the Agency's estimate of the total dollar impact that the Agency's procurement of renewable resources has had on the annual electricity bills of the customer classes that comprise each eligible retail customer class taking service from an electric utility.
 - (iv) An analysis of how the operation of the alternative compliance payment mechanism, any long-term contracts, or other aspects of the applicable renewable portfolio standards impacts the rates of customers of alternative retail electric suppliers
2. Draft the applicable sections of the Annual Report to comply with requirements i) through iv) above based on the utilities' responses to the data request and other publicly available information
3. Assist the Agency in assembling and editing the Annual Report

In addition to the tasks listed above the Agency expects that legislation may be enacted in Illinois that would change the process for the procurement of capacity for the PJM region of the state in response to pending action by the Federal Energy Regulatory Commission regarding the PJM capacity market design. The Agency is likely to be the lead implementer of a state-run capacity market and the Planning Consultant would be expected to support the Agency in the development of any plans required for that implementation.

The first step in this process is determining whether Offerors are qualified. The IPA Act⁶ specifies the following qualifications for the Planning Consultant:

- A. Direct previous experience assembling large-scale power supply plans or portfolios for end-use customers
- B. An advanced degree in economics, mathematics, engineering, risk management, or a related area of study
- C. 10 years of experience in the electricity sector, including managing supply risk

⁵ 20 ILCS 3855/1-125 and 220 ILCS 5/16-115D(d)(4).

⁶ 20 ILCS 3855/1-75(a)(1).

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- D. Expertise in wholesale electricity market rules, including those established by the Federal Energy Regulatory Commission and regional transmission organizations
- E. Expertise in credit protocols and familiarity with contract protocols
- F. Adequate resources to perform and fulfill the required functions and responsibilities
- G. The absence of a conflict of interest and inappropriate bias for or against potential bidders or the affected electric utilities

The purpose of this RFQ is to determine if Offerors meet these qualifications. Qualified Offerors, subject to the objection by the utilities and other interested parties⁷, will be invited to respond to a subsequent RFP that will provide an opportunity for the Offerors to describe in more detail their proposed approaches to the tasks listed above, specific resources available to execute those tasks, and proposed price to assist the Agency with the preparation of procurement plans, notices, and reports. The Agency will score responses to the RFP to determine the Offeror best suited to serve as the Agency's Planning Consultant.

The resulting contract with the awarded Offeror shall have an initial term of approximately January 1, 2020 through December 31, 2020, with the possibility for annual renewal for up to four annual renewals.

Please read the entire Solicitation package and submit a Submittal of Qualifications in accordance with the instructions. All forms and signature areas contained in the submittal package must be completed in full and submitted with the technical proposal, which combined will constitute the Submittal. Do not submit the instructions pages with offers. Offerors should retain the Instructions and a copy of the Submittal of Qualifications for future reference.

⁷ 20 ILCS 3855/1-75(a)(3).

SOLICITATION OUTLINE

SOLICITATION OUTLINE

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INSTRUCTIONS FOR SUBMITTING QUALIFICATIONS

- I.1 HOW TO ENTER INFORMATION:** Type information in the text fields provided. Text fields are indicated by the instruction “[Click here to enter text.](#)” in red font. If the information requested does not apply to the Offeror, then enter “N/A” into the text field. Please enter the requested information or N/A into every red text field. If appropriate, provide a brief explanation of why the field is not applicable.
- I.2 PUBLISHED PROCUREMENT INFORMATION:** Although this solicitation is exempt from the Illinois Procurement Code, the Agency will use State websites to disseminate information about this solicitation. The State publishes procurement information, including updates, on the Illinois Procurement Bulletin (<https://www.bidbuy.illinois.gov/>), Illinois Public Higher Education Procurement Bulletin (www.procure.stateuniv.state.il.us/), Transportation Procurement Bulletin (www.dot.il.gov/desenv/transprocbulletin.html) or the Illinois Capital Development Board Bulletin (www.cdb.state.il.us/procurement.shtml), (collectively and individually referred to as “Bulletin”). The Agency will also post this solicitation and related documents and announcements to its website (www.illinois.gov/ipa). Procurement information may not be available in any other form or location. Offeror is responsible for monitoring the Bulletin selected by the Agency for this procurement. The Agency will not be held responsible if Offeror fails to receive the optional e-mail notices.
- I.3 SOLICITATION CONTACT:** The individual listed below shall be the single point of contact for this solicitation. Unless otherwise directed, Offerors should only communicate with the Solicitation Contact. The Agency shall not be held responsible for information provided to or from any other person.

| | |
|---|---------------------|
| Solicitation Contact: Stephanie L. Long | Phone: 312-814-1681 |
| Agency: Illinois Power Agency | Fax: 312-814-0926 |
| Street Address: 105 W. Madison Street, Suite 1401 | TDD: 866-846-5276 |
| City, State Zip: Chicago, IL 60602 | |
| Email: Stephanie.Long@illinois.gov | |

Questions or comments regarding this RFQ should be timely directed in writing to the Solicitation Contact identified above. Do not discuss the solicitation or any qualification, directly or indirectly, with any State officer or employee other than the Solicitation Contact.

- I.4 OFFEROR QUESTIONS AND AGENCY RESPONSE:** All questions, other than those raised at any Offeror conference, that pertain to this solicitation must be submitted in written form and submitted to the Solicitation Contact no later than September 27, 2019. Questions received and

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Agency responses may be posted as an Addendum to the original solicitation on the Bulletin; only these written answers to questions shall be binding on the Agency. Offerors are responsible for monitoring the Bulletin.

- I.5 SUBMISSION DUE DATE, TIME, AND ADDRESS FOR SUBMISSION:** Submittal of qualifications shall be directed to the address provided below, and shall be received no later than the Submittal Due Date & Time specified below.

Submittal due Date & Time:

Date: October 11, 2019

Time: 5:00 pm CPT

Submit/Deliver Submittals To:

| |
|--|
| Agency: Illinois Power Agency |
| Attn: Stephanie L. Long |
| Address: 105 W. Madison Street, Suite 1401 |
| City, State Zip: Chicago, IL 60602 |
| Solicitation Title & Reference # Request for Qualifications – Procurement Planning Consultant, 20-RFQ-01 Offeror Name: _____ |

(Place label containing information above outside of sealed envelope/container if submitting response in hard copy.)

- I.6 INSTRUCTIONS FOR SUBMISSION OF QUALIFICATIONS:** Responses to this RFQ must be submitted either:

(1) By email sent to the email address listed above. The email should have a subject line with the Solicitation title, and Offeror's name. The email should contain as attachments (in PDF or Word format): Section 1 – Submittal of Qualifications Check List; Section 2 – Technical Proposal.

(2) As a single sealed envelope/container clearly labeled with the solicitation title, and Offeror's name delivered to the address listed above. One signed original and one electronic copy (USB drive) of the Submittal of Qualifications package must be provided. The package shall contain the following two sections: Section 1 – Submittal of Qualifications Check List
Section 2 – Technical Proposal.

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- I.7 GOVERNING LAW AND FORUM:** Illinois law and rule govern this solicitation and any resulting contract. Offeror must bring any action relating to this solicitation or any resulting contract in the appropriate court in Illinois. This document contains statutory references designated with "ILCS". Vendor may view the full text at (www.ilga.gov/legislation/ilcs/ilcs.asp). Section 1-75 of the Illinois Power Agency Act (20 ILCS 3855/1-75) and Section 16-111.5 of the Public Utilities Act (220 ILCS 5/16-111.5) are applicable to this solicitation. See specifically 20 ILCS 3855/1-75(a) and (b) for statutory qualifications and the selection process.
- I.8 PUBLIC RECORDS AND REQUESTS FOR CONFIDENTIAL TREATMENT:** Submittals of Qualifications become the property of the Agency. Submittals of Qualifications, including late submissions will not be returned. All submittals will be open to the public under the Illinois Freedom of Information Act ("FOIA") (5 ILCS 140) and other applicable laws and rules, unless Offeror requests in its submittal that the Agency treat certain information as confidential. A request for confidential treatment will not supersede the State's legal obligations under FOIA. The Agency will not honor requests to keep entire submittals confidential. Offerors must show the specific grounds in FOIA or other law or rule that support confidential treatment. Regardless, the Agency will disclose the successful Offeror's name, and the substance of the submittal upon final contract award. If Offeror requests confidential treatment, Offeror must submit one additional copy of the Submittal of Qualifications with proposed confidential information redacted. This redacted copy must describe the general nature of the material removed, and shall retain as much of the Submittal of Qualifications as possible. In a separate attachment, Offeror shall supply a listing of the provisions identified by section number for which it seeks confidential treatment and identify the statutory basis under Illinois law and include a detailed justification for exempting the information from public disclosure. Offeror will hold harmless and indemnify the Agency for all costs or damages associated with the Agency defending Offeror's request for confidential treatment. Offeror agrees the Agency may copy the Submittal of Qualifications to facilitate evaluation, or to respond to requests for public records. Offeror warrants that such copying will not violate the rights of any third party.
- I.9 RESERVATIONS:** Offeror must read and understand the solicitation and tailor the Submittal of Qualifications and all activities to ensure compliance. The Agency reserves the right to amend the solicitation, reject any or all submittals, cancel the solicitation, and waive minor defects. The Agency may request a clarification, inspect Offeror's premises, interview staff, request a presentation, or otherwise verify the contents of the submittal, including information about subcontractors and suppliers. The Agency will make all decisions on compliance, evaluation, terms and conditions, and shall make decisions in the best interests of the Agency and in accordance with rules and other applicable state and federal statutes and regulations. This competitive process may require that Offeror provide additional information and otherwise cooperate with the Agency. If an Offeror does not comply with requests for information and cooperate, the Agency may reject the Submittal of Qualifications as non-responsive to the solicitation. Submitting a Submittal of Qualifications does not entitle Offeror to an award or a contract. Posting Offeror's name in a Bulletin notice does not entitle Offeror to a contract. The Agency is not responsible for and will not pay any costs associated with the preparation and submission of any Submittal of Qualifications. Short listed Offeror(s) for contract award shall not commence, and will not be paid for any billable work prior to the date all parties execute the contract.
- I.10 AWARD:** The Agency is not obligated to award a contract pursuant to this solicitation. This solicitation and any subsequent RFP issuance, selection and award process will follow 20 ILCS

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3855/1-75(a). As a result of this solicitation and any subsequent RFP, the Agency may select the winning Offeror based on the winning proposal and may award a one-year contract, with the possibility for renewal for four additional years to the winning Offeror. If the Agency issues an award as the result of this solicitation and any subsequent RFP, the award will be made to the Responsible Offeror whose offer best meets the specified requirements and evaluation criteria.

- I.11 INCORPORATION OF 20-RFQ-01 BY REFERENCE:** This solicitation (20-RFQ-01) and Offeror's Submittal of Qualifications will be incorporated and made part of any subsequent contract by reference.
- I.12 PREQUALIFICATION TO RESPOND TO SUBSEQUENT RFP:** Based on the evaluation of responses to this solicitation, only qualified Offerors will be invited to respond to any subsequent RFP.
- I.13 EVALUATION PROCESS:** The Agency determines how completely and satisfactorily submittals meet the Responsiveness and Responsibility requirements. Submittals that fail to meet minimum Responsiveness and Responsibility requirements will not be considered for subsequent evaluation. The Agency considers the information provided when evaluating submittals. If the Agency finds a failure or deficiency, the Agency may reject the submittal or reflect the failure or deficiency in the evaluation.

RESPONSIVENESS: A responsive Offeror is one whose submittal conforms in all material respects to this solicitation and includes all required information. The Agency will determine whether the submittal conforms in all material respects to this solicitation. Minor differences or deviations that have negligible impact on the suitability of the Offeror to meet the Agency's needs may be accepted or corrections allowed. The Agency will determine whether Offeror's Submittal of Qualifications comply with the instructions for submitting qualifications. Except for late submissions, the Agency may require that an Offeror correct deficiencies as a condition of further evaluation.

RESPONSIBILITY: A responsible Offeror is one who has the expertise, experience, qualifications and capability in all respects to perform fully the requirements stated on this solicitation and who has the reputation, integrity and reliability that will assure good faith performance. The Agency determines whether the Offeror is a "Responsible" Offeror. The Agency may additionally consider the following:

A "prohibited bidder" includes a person assisting the Agency in determining whether there is a need for contract, unless such information was part of a response to a publicly issued Request for Information. Additionally, a person who assisted the Agency by reviewing, drafting, or preparing this solicitation, a Request for Proposal, or Request for Information or who provided similar assistance is deemed a prohibited bidder.

Other factors that the Agency may evaluate to determine Responsibility (including those found outside the Submittal of Qualifications) include, but are not limited to: political contributions, certifications, conflict of interest, financial disclosures, past performance in business or industry, potential or perceived conflicts of interest, references, compliance with applicable laws, financial responsibility, insurability, effective equal opportunity compliance, and payment of prevailing wages if required by law.

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CRITERIA FOR EVALUATION OF RESPONSIBILITY: The table below shows elements of expertise, skills, experience and qualifications.

| Threshold Criteria to Evaluate Responsive and Responsible Offerors |
|---|
| A. Direct previous experience assembling large-scale power supply plans or portfolios for end-use customers |
| B. Advanced degree in economics, mathematics, engineering, risk management, or a related area of study |
| C. 10 years of experience in the electricity sector, including managing supply risk |
| D. Expertise in wholesale electricity market rules, including those established by the Federal Energy Regulatory Commission and regional transmission organizations |
| E. Expertise in credit protocols and familiarity with contract protocols |
| F. Adequate resources to perform and fulfill the required functions and responsibilities |
| G. Absence of a conflict of interest and inappropriate bias for or against potential bidders or the affected electric utilities |

I.14 SELECTION OF OFFERORS: The Agency will select the Responsive and Responsible Offerors who meet the threshold requirements listed in the above evaluation.

Those Responsive and Responsible Offerors that meet threshold criteria will be placed on a short list of pre-qualified Offerors. These Offerors will then be subject to review by the Utilities, the ICC, and other interested parties in accordance with the process contained in 20 ILCS 3855/1-75(a)(3).⁸ Offerors on the short list, other than those Offerors that are disqualified as a result of an objection by the Utilities, the ICC, or another interested party, will be invited to submit a response to the RFP. Only RFP responses from invited Offerors will be accepted by the Agency.

I.15 MINORITY, FEMALE, AND PERSONS WITH DISABILITY PARTICIPATION AND UTILIZATION PLAN: Any subsequent RFP solicitation will contain a 5% goal to include businesses owned and controlled by minorities, females and persons with disabilities in the State's procurement and

⁸ "The Agency shall provide affected utilities and other interested parties with the lists of qualified experts or expert consulting firms identified through the request for qualifications processes that are under consideration to develop the procurement plans and to serve as the procurement administrator. The Agency shall also provide each qualified expert's or expert consulting firm's response to the request for qualifications. All information provided under this subparagraph shall also be provided to the Commission. The Agency may provide by rule for fees associated with supplying the information to utilities and other interested parties. These parties shall, within 5 business days, notify the Agency in writing if they object to any experts or expert consulting firms on the lists. Objections shall be based on: (A) failure to satisfy qualification criteria; (B) identification of a conflict of interest; or (C) evidence of inappropriate bias for or against potential bidders or the affected utilities. The Agency shall remove experts or expert consulting firms from the lists within 10 days if there is a reasonable basis for an objection and provide the updated lists to the affected utilities and other interested parties. If the Agency fails to remove an expert or expert consulting firm from a list, an objecting party may seek review by the Commission within 5 days thereafter by filing a petition, and the Commission shall render a ruling on the petition within 10 days. There is no right of appeal of the Commission's ruling." (20 ILCS 3855/1-75(a)(3))

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contracting processes. Failure to submit a utilization plan in response to any subsequent RFP as instructed in such solicitation will render the offer non-responsive. Go to www.sell2.illinois.gov/bep/Business_Enterprise.htm for complete requirements for BEP certification

I.16 SUBCONTRACTING: Subcontractors are allowed. For the purposes of this section, subcontractors are those specifically hired to perform all or part of the work that is the subject of this solicitation. If subcontractors are to be utilized, in preparation to any subsequent RFP, offerors must identify subcontractors with an annual value of more than \$50,000 and the expected amount of money each will receive under the contract.

I.17 TIMELINE: The Agency plans to follow the timeline below to contract for the professional services of a Planning Consultant:

- RFQ issued: September 20, 2019
- RFQ Offerors conference call: September 26, 2019, 1 pm CPT⁹
- Deadline to submit written questions: September 27, 2019, 5 pm CPT
- RFQ responses due: October 11, 2019, 5 pm CPT
- Offerors notified of eligibility: October 29, 2019 (tentative)
- RFP Issued: October 31, 2019 (tentative)
- RFP responses due: November 26, 2019 (tentative)
- Contract negotiations/award made: December 18-24, 2019 (tentative)
- Contract start date: January 1, 2020 (tentative)

⁹ Please send an e-mail to the Solicitation Contact listed above to request the call-in number for this call.

SECTION 1 - CHECK LIST

SUBMITTAL OF QUALIFICATIONS CHECK LIST

By completing and signing this form, the Offeror makes a Submittal of Qualifications to the Agency that the Agency may accept. Offeror should also use this form as a final check to ensure that all required documents are completed and included with the submittal. Offeror must mark each blank below as appropriate. Offeror understands that failure to meet all requirements is cause for disqualification.

CHECK LIST:

- 1.1. SOLICITATION REVIEW:** Offeror reviewed the solicitation, including all referenced documents, laws, and instructions, completed all blanks, provided all required information, and demonstrated how it will meet the requirements of the Agency.
 Yes No
- 1.2. INCORPORATION OF 20-RFQ-01 BY REFERENCE:** Offeror acknowledges that this solicitation (20-RFQ-01) and Offeror's responses to it will be incorporated and made part of any subsequent contract by reference.
 Yes No
- 1.3. ADDENDA:** Offeror acknowledges receipt of any and all addendums to this solicitation and has taken those into account in making this Submittal of Qualifications.
 Yes No
- 1.4. SUBMISSION OF TECHNICAL PROPOSAL - Section 2:** Offeror is submitting a complete and responsive Technical Proposal, Section 2, in a properly labeled email or container, to the correct email address or location, and by the due date and time.
 Yes No
- 1.5. EXPERTISE, EXPERIENCE AND STAFF:** Offeror has the required expertise, skill, experience staff, and ability to meet the requirements of the Agency in Section 2.2 through Section 2.5.
 Yes No
- 1.6. MILESTONES AND DELIVERABLES:** Offeror's has the capability to meet the agency's milestones and deliverables requirements in sections 2.2 and 2.3.
 Yes No
- 1.7. OFFEROR STATEMENT OF QUALIFICATIONS:** Offeror provided a complete statement of qualifications in Section 2.5.
 Yes No
- 1.8. SIGNATURE OF AUTHORIZED REPRESENTATIVE:** The undersigned authorized representative of the identified Offeror hereby submits this Submittal of Qualifications in full compliance with this solicitation.

Signature of Authorized Representative: _____

Printed Name of Signatory: [Click here to enter text.](#)

Date: [Click here to enter a date.](#)

SECTION 2 - TECHNICAL PROPOSAL

2. SPECIFICATIONS, QUALIFICATIONS AND STATEMENT OF OFFEROR QUALIFICATIONS

2.1. GOAL: The Agency seeks a qualified Planning Consultant to provide consulting and procurement planning services. The Planning Consultant will assist the Agency in meeting its mission to develop plans annually for the procurement of adequate, reliable, affordable, efficient and environmentally sustainable electric service at the lowest total cost over time, taking into account any benefits of price stability for the eligible retail customers of Ameren Illinois, ComEd, and MidAmerican, and to revise the Agency's Long-Term Renewable Resources Procurement Plan to meet certain renewable portfolio standard requirements for the Utilities. Additionally, the Planning Consultant will assist the Agency to prepare its annual Zero Emission Standard Payment Calculation Notices, and the Illinois Power Agency Annual Report. If legislation is enacted to expand the Agency's activities, such as for the implementation of a state-run capacity market for the PJM region of the state, the Planning Consultant would be expected to provide support to the Agency for the development of any required plans to implement the legislation.

2.2. EXPERTISE, EXPERIENCE AND SERVICES REQUIRED: The Agency requires expert consulting and procurement planning services from qualified Offerors that, at a minimum, have the following experience and qualifications.

- A. Direct previous experience assembling large-scale power supply plans or portfolios for end-use customers
- B. An advanced degree in economics, mathematics, engineering, risk management, or a related area of study
- C. 10 years of experience in the electricity sector, including managing supply risk
- D. Expertise in wholesale electricity market rules, including those established by the Federal Energy Regulatory Commission and regional transmission organizations
- E. Expertise in credit protocols and familiarity with contract protocols
- F. Adequate resources to perform and fulfill the required functions and responsibilities
- G. The absence of a conflict of interest and inappropriate bias for or against potential bidders or the affected electric utilities

The Planning Consultant with input from the Agency and/or the electric utilities, and/or other stakeholders, will be required to complete the following tasks.

I. Electricity Procurement Plan

- 1. Analyze the projected balance of supply and demand for eligible retail customers over a 5-year period
- 2. Identify the wholesale products to be procured following plan approval by the Illinois Commerce Commission
- 3. Perform hourly load analysis; this analysis includes:
 - (i) Multi-year historical analysis of hourly loads
 - (ii) Switching trends and competitive retail market analysis
 - (iii) Known or projected changes to future loads
 - (iv) Growth forecasts by customer class
- 4. Analyze the impact of any demand-side and renewable energy initiatives. This analysis includes:

SECTION 2 - TECHNICAL PROPOSAL

- (i) The impact of demand-response programs and energy efficiency programs, both current and projected
 - (ii) Supply-side needs that are projected to be offset by purchases of renewable energy resources, if any
5. Develop a plan for meeting the expected load requirements that will not be met through preexisting contracts. This plan includes:
- (i) Definitions of the different Illinois retail customer classes for which supply is being purchased
 - (ii) The proposed mix of demand-response products for which contracts will be executed during the next year
 - (iii) Monthly forecasted system supply requirements, including expected minimum, maximum, and average values for the planning period
 - (iv) The proposed mix and selection of standard wholesale products for which contracts will be executed during the next year, separately or in combination, to meet that portion of the load requirements not met through pre-existing contracts, including but not limited to monthly 5 x 16 peak period block energy, monthly off-peak wrap energy, monthly 7 x 24 energy, annual 5 x 16 energy, annual off-peak wrap energy, annual 7 x 24 energy, monthly capacity, annual capacity, peak load capacity obligations, capacity purchase plan, and ancillary services
 - (v) Proposed term structures for each wholesale product type included in the proposed procurement plan portfolio of products
 - (vi) An assessment of the price risk, load uncertainty, and other factors that are associated with the proposed procurement plan; this assessment, to the extent possible, includes an analysis of the following factors: contract terms, time frames for securing products or services, fuel costs, weather patterns, transmission costs, market conditions, and the governmental regulatory environment; the proposed procurement plan shall also identify alternatives for those portfolio measures that are identified as having significant price risk.

II. Long-Term Renewable Resources Procurement Plan¹⁰

1. Analyze load forecasts, calculate RPS budgets and targets at the utility and Statewide level
2. Analyze contracted REC quantities and prices to estimate available budgets and gaps
3. Analyze the balance between wind and solar photovoltaic contracted REC quantities and recommend procurements of RECs to achieve required balance
4. Analyze the impact of proposed REC procurements on available budget and targets, recommend adjustments, if needed
5. Recommend competitive REC procurements to achieve RPS targets while staying within available budget
6. Develop recommendations for improvement of the Adjustable Block Program
7. Develop recommendations for improvement of the Illinois Solar for All Program

¹⁰ 20 ILCS 3855/1-75(c).

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8. Propose refinements to the REC Pricing Model used in the Adjustable Block Program and in the Illinois Solar for All Program
9. Propose improvements to the implementation of the public interest criteria for adjacent states, if any

III. Zero Emission Standard Payment Calculation Notice¹¹

1. Collect and analyze market data needed to calculate the Market Price Index for the applicable Delivery Year
2. Calculate the applicable Market Price Index and ZEC Price
3. Seek agreement on the calculation Market Price Index and ZEC Price from the Agency, ICC Staff, Procurement Monitor and the contracting utilities
4. Gather administrative cost data from each utility and assist the Agency in drafting the Preliminary Payment Calculation Notice
5. Gather actual load data from each utility and assist the Agency in drafting the Final Payment Calculation Notice

IV. Illinois Power Agency Annual Report¹²

1. Draft a data request to collect and later analyze information provided by the applicable utilities to satisfy the requirements i) through iv) below:
 - i. The average quantity, price, contract type, and term and rate impact of all renewable resources purchased under the electricity procurement plans for electric utilities
 - ii. A comparison of the costs associated with the Agency's procurement of renewable energy resources to (a) the Agency's costs associated with electricity generated by other types of generation facilities and (b) the benefits associated with the Agency's procurement of renewable energy resources
 - iii. An analysis of the rate impacts associated with the Illinois Power Agency's procurement of renewable resources, including, but not limited to, any long-term contracts, on the eligible retail customers of electric utilities. The analysis shall include the Agency's estimate of the total dollar impact that the Agency's procurement of renewable resources has had on the annual electricity bills of the customer classes that comprise each eligible retail customer class taking service from an electric utility.
 - iv. An analysis of how the operation of the alternative compliance payment mechanism, any long-term contracts, or other aspects of the applicable renewable portfolio standards impacts the rates of customers of alternative retail electric suppliers
2. Draft the applicable sections of the Annual Report to comply with requirements i) through iv) above based on the utilities' responses to the data requests and other publicly available information
3. Assist the Agency in assembling and editing the Annual Report

¹¹ 20 ILCS 3855/1-75(d-5)(1)(D).

¹² 20 ILCS 3855/1-125 and 220 ILCS 5/16-115D(d)(4).

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V. Provide ad hoc support and deliverables that, from time to time, may be required to assist the Agency in meeting its statutory mission and regulatory requirements, such as reports or updates as may be required by the Illinois General Assembly or through Orders entered by the Illinois Commerce Commission.

2.3. MILESTONES AND DELIVERABLES: The successful Offeror will be able to assist the Agency to meet the following expected milestones and deliverables:

- 2.3.1. Annually for the Electricity Procurement Plan¹³ and biennially for the Long-term Renewable Resources Procurement Plan¹⁴, submit a draft procurement plan for public comment on or about August 15th of each year based upon the load forecasts submitted by the utilities on July 15th of each year
- 2.3.2. Submit the Electricity Procurement Plan to the Illinois Commerce Commission on or about September 30th of each year; submission of the Long-Term Renewable Resources Procurement Plan will have a slightly different timeline.
- 2.3.3. Support the Agency as necessary through the procurement plan approval process which starts with the submission of the plan
- 2.3.4. Post the Preliminary Zero Emission Standard Payment Calculation Notice¹⁵ by May 25 and the Final Notice by June 10 of each year
- 2.3.5. Finalize the Illinois Power Agency Annual Report by February 15 of each year¹⁶
- 2.3.6. Provide ad hoc support and timeline for deliverables as determined by the Agency from time to time

2.4. STAFF SPECIFICATIONS: The Consultant must have adequate staff with the necessary skill and experience to perform the requirements specified in Sections 2.2 and Section 2.3 above in a timely and efficient manner.

2.5. OFFEROR QUALIFICATIONS: Please describe Offeror's background, experience, skills, qualifications, and staff relevant to the role of the Agency's Consultant using the table below.

¹³ A copy of the approved 2019 Procurement Plan is available at https://www2.illinois.gov/sites/ipa/Pages/Current_Approved_Plan.aspx. A copy of the draft 2020 Electricity Procurement Plan is available at: <https://www2.illinois.gov/sites/ipa/Pages/Plans-Under-Development.aspx>.

¹⁴ A copy of the draft Revised Long-term Renewable Resources Procurement Plan is available at: https://www2.illinois.gov/sites/ipa/Pages/Renewable_Resources.aspx.

¹⁵ Copies of Zero Emission Standard Payment Calculation Notices are available at: https://www2.illinois.gov/sites/ipa/Pages/Prior_Approved_Plans.aspx

¹⁶ Copies of the Illinois Power Agency's Annual Reports are available at: https://www2.illinois.gov/sites/ipa/Pages/IPA_Reports.aspx

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Minimum expertise, experience skills, and qualifications requirements:

| Minimum Requirement | Offeror must state below whether its staff meet each Minimum Requirement by entering Yes or No |
|---|--|
| A) Direct previous experience assembling large-scale power supply plans or portfolios for end-use customers | Click here to enter text. |
| Please provide a brief description of Offeror's experience assembling large-scale power supply plans or portfolios for end-use customers. Please limit response to three pages. Click here to enter text. | |
| B) Advanced degree in economics, mathematics, engineering, risk management, or a related area of study | Click here to enter text. |
| Please provide a schedule of applicable degrees held by Offeror's proposed staff. Please limit response to one page. Click here to enter text. | |
| C) 10 years of experience in the electricity sector, including managing supply risk | Click here to enter text. |
| Please provide a schedule of the Offeror's relevant years of experience supported with specific examples demonstrating the required experience. Please limit response to two pages. Click here to enter text. | |
| D) Expertise in wholesale electricity market rules, including those established by the Federal Energy Regulatory Commission and regional transmission organizations | Click here to enter text. |
| Please provide a schedule of the Offeror's relevant expertise supported with specific examples demonstrating the required expertise. Please limit response to two pages. Click here to enter text. | |
| E) Expertise in credit protocols and familiarity with contract protocols | Click here to enter text. |
| Please provide a schedule of the Offeror's relevant expertise in credit protocols and familiarity with contract protocols supported with specific examples demonstrating the required expertise and familiarity. Please limit response to two pages. Click here to enter text. | |
| F) Adequate resources to perform and fulfill the required functions and responsibilities | Click here to enter text. |
| Please provide a schedule of Offeror's specific resources available to perform and fulfill the required functions and responsibilities outlined in this Solicitation. Please limit response to two pages. Click here to enter text. | |
| G) Absence of a conflict of interest and inappropriate bias for or against potential bidders or the affected electric utilities | Click here to enter text. |
| Please provide a statement describing any actual or potential conflict of interest and inappropriate bias for or against potential bidders, or the affected electric utilities. Please limit response to one page. Click here to enter text. | |

Signature of Authorized Representative: _____

Printed Name of Signatory: [Click here to enter text.](#)

Date: [Click here to enter a date.](#)

