



COUNTY COMMISSIONERS’ ASSOCIATION OF OHIO SERVICE CORPORATION (CCAOSC) RFP FOR ELECTRIC POWER SUPPLIES FOR VARIOUS OHIO COUNTIES

August 5, 2024

BACKGROUND

Various Ohio Counties are seeking proposals for combined electric account loads through the County Commissioners’ Association of Ohio Service Corporation (CCAOSC) Energy Program (“Program”). Palmer Energy Company, acting as the energy consultant for the CCAOSC collectively and the Counties, is issuing this Request for Proposal for third party power supplies to serve the participants’ facilities.

Respondents have the discretion to formulate their proposal in any manner they choose but care should be taken to include the requirements contained in this RFP. Respondents are advised that while the Program participants are seeking the best pricing available, a guaranteed source of electricity is ultimately as important as the price. Furthermore, Respondents need to be aware that while the Counties have initiated this effort through the Program, an Energy Committee comprised of County officials will ultimately select the supplier(s). Once the Program Energy Committee selects a supplier(s), a contract will be signed for each participant utilizing a limited Power of Attorney. Finally, Respondents are responsible for assuming all credit risks associated with service to the customers.

CUSTOMER SUPPLY REQUIREMENTS

Each Program Participant is seeking full requirements power supplies for the various accounts included in this RFP. **The data supplied** includes facility name, service address, account number, meter number (when available), city, zip code, account utility rate code, estimated contract meter read start date, and estimated annual consumption. **The spreadsheet that will be provided details load data alongside additional County and group-specific information.** The table below provide a summary of pertinent information.

Group #	Account Group	Entities Included	Contract Meter Read Start Dates	Est. # Accts	Est. Annual Usage
1	< 700,000 kWh/year	62	May 2025 / Dec 2025 / May 2026	3,405	168.2 GWh
2	≥ 700,000 to < 4 million kWh/year	45	May 2025 / Dec 2025 / May 2026	146	215.9 GWh
3	≥ 4 million kWh/year	7	May 2025 / Dec 2025	15	107.6 GWh
TOTAL				3,566	491.7 GWh

SUMMARY OF DEADLINES

	RFP Section	Due Date
Intent to Price Notice	Section I	Wednesday, August 14, 2024
Account Lists (Distributed by Palmer)	Section II	Thursday, August 15, 2024
Financials and Sample Agreements	Section II	Monday, August 26, 2024
RFP Questions	Section III	Thursday, September 24, 2024
Final Account List Approval (by Palmer)	Section III	Friday, October 4, 2024
RFP Responses / Pricing Offers	Section VI	Wednesday, October 9, 2024



I. INTENT TO PRICE NOTICE

After reviewing this entire RFP document and the associated load summary, if Respondent intends to provide pricing offers for this RFP, Respondent should notify Allison Webne (awebne@palmerenergy.com) in writing by close of business, **Wednesday, August 14, 2024.**

Upon receipt of written notice, Palmer Energy will provide complete account information and any corresponding documents by **Thursday, August 15, 2024.**

II. PRE-SUBMISSION REQUIREMENTS

Financial information and sample agreements are required to be sent to Palmer Energy by close of business, **Monday, August 26, 2024.**

- 1. Financial Information** - A Respondent's financial capabilities to meet its obligations under any supply agreement will be reviewed prior to any recommendation. If a Respondent's financial information is not public, Palmer Energy is willing to sign an appropriate non-disclosure agreement (NDA) prior to such disclosure. To expedite the process, if an NDA is necessary for the Respondent to provide this financial information, Palmer requests that this NDA be provided to it prior to RFP due date for review and signature. This will allow the Respondent to include financial information as part of its response to the RFP.
- 2. Contract Language** – Respondents should submit sample agreement documents in a Microsoft Word redline-friendly format applicable to each group's aggregate load. Sample agreements are required to be sent to Palmer Energy prior to the RFP due date as noted above to expedite the contract review process. Please verify all sample agreements conform to government entity language standards in terms of indemnity, confidentiality, etc. Sample agreements should also include the applicable add/drop language as outlined in #9. A group of County Prosecutors will review the contracts for legality and approve them to form. This review will cover all Program Participants in the electric pool group.

III. RFP QUESTIONS & ACCOUNT FINALIZATION

All RFP questions as summarized below should be submitted in writing to Palmer Energy in **one email** by **Tuesday, September 24, 2024.**

- 1. Questions** – Any RFP questions should be submitted in writing.
- 2. Account Discrepancies** – The account listings are accurate to the best of our knowledge. However, if any accounts are coming back as "not found" or "closed", please notify Allison Webne. Any discrepancies will be shared with other potential Respondents.
- 3. Final Account Lists** – Finalized account lists must be sent to Palmer Energy and will be approved by Palmer by **Friday, October 4, 2024.** Extensions will **not** be considered due to any Respondents delayed requests for clarification of any RFP requirements or account data.

IV. TERMS AND SPECIFICATIONS

- 1. Contracts** – While this is a collective RFP encompassing **63 Program Participants**, accounts will contract in various groups as summarized above. One master agreement will be executed for each Group after the Program Energy Committee comprised of officials from various counties authorize Palmer Energy to execute



the master supply agreement utilizing its limited Power of Attorney. However, each individual Program Participant's name and account lists will remain separate. So, there will be one signing agent, but **not** one signing legal name.

Please note that individual counties may have accounts in multiple Groups. Each Group of accounts will be evaluated separately, and different suppliers may be chosen for each Group. All requested pricing terms and account groupings are noted in the attached RFP spreadsheet and pricing template.

2. **Supply Service** – All suppliers must provide firm, full requirements service on an uninterruptible basis. The pricing offered should include any charges and costs necessary to supply the customer including but not limited to energy, capacity, resource adequacy requirements (e.g. capacity associated with adequacy requirements), any bypassable transmission service costs, any bypassable transmission ancillary service costs, distribution line losses, renewable supplies, administrative consulting fees, supplier costs, and taxes.
3. **Term Offering** – Delivery under these agreements will begin with staggered meter read start dates as summarized in the tables above and detailed in the attached RFP spreadsheet. Please review the account spreadsheet and take these dates into careful consideration when formulating pricing offers.

May 2025 meter read start = first bill would be for the June 2025 billing period

December 2025 meter read start = first bill would be for the January 2026 billing period

May 2026 meter read = first bill would be for the June 2026 billing period

All meter read start dates correspond to the individual accounts' utility-assigned meter read cycles. Some utilities define meter read dates in months that differ from the calendar month (e.g. FirstEnergy meter read cycle 1 for a May 2025 meter read start falls on or around 04-26-25).

Termination Date – Respondents are asked to offer pricing for terms ending in **May 2027 and May 2028** for all included accounts and start dates.

4. **Pricing** – Responses may include three types of pricing structures as defined below. Requested pricing structures may vary by account grouping and will be further detailed in the attached pricing template.
 - a. **Fixed, all-inclusive pricing** inclusive of all generation-related cost components. If any Respondent is unable to offer true all-inclusive pricing options, this should be clearly stated in the RFP response and include which components are fixed and which components are pass-through.
 - b. **Capacity pass-through pricing** inclusive of all generation-related cost components except capacity costs. Capacity costs should be passed through at actual cost levels to the customer.
 - c. **Index with fixed adder pricing** inclusive of all generation-related cost components except energy and capacity costs. Energy and capacity costs should be passed through at actual cost to the customer. This structure should only be offered for Group #3.

Requested pricing structures will vary per group as noted in the attached RFP spreadsheet. The corresponding RFP pricing template includes designated spaces for each group's requested price structures for each term.

Each Group should be aggregately priced and be ultimately executable upon refresh.



Alternate Pricing Structure – Respondents may also offer alternative pricing structures. However, any alternative proposed should include sufficient information on the structure to allow for an evaluation of the structure and a description of why the Respondent believes this structure would benefit the Counties.

- 5. Billing** – All pricing proposed should be set up for utility-consolidated billing (UCB). If utility-consolidated billing is not available, Respondent should indicate under which structures it is not available, what dual billing options are available, and what the standard payment term is under dual billing. The Program Participants will not consider dual billing options for the all-inclusive or capacity pass-through structures.
- 6. Price Hold** – Palmer recognizes that power prices can be volatile. Respondents should indicate under what— if any—circumstances prices are subject to change after partially signed agreement(s) are returned to the Respondent for signature. Respondents should also offer information if they are willing to maintain their price offers for a period beyond the current business day.
- 7. Consulting Fee** – All pricing must include an administrative consulting fee of \$0.0013/kWh (1.3 mills). This fee should be payable to CCAOSC Energy Solutions monthly after suppliers are paid by the EDU. If a Respondent does not have a current consultant payment agreement with Palmer or CCAOSC Energy Solutions, please send a copy of this document to Allison Webne prior to the submission date for review and execution.
- 8. Termination / Exit Fees** – Respondents must indicate if any termination or exit fees would be charged if a County closes a location or wants to terminate its agreement. Clarification regarding how any potential fees would be evaluated (e.g., based on the overall load of the account grouping, based on the individual County) should be addressed in the RFP response. Information should also be included on how the provider will collect termination fees (if any). If adequate notice is provided to the selected supplier (under a noted/agreed upon usage threshold) regarding an impending account closure, can termination fees be avoided? Please address this in your RFP response.
- 9. Account Adds / Drops** – Respondents should provide information regarding their policy on the adding and dropping of accounts throughout the contract term. Respondents should indicate any premium associated with increasing these tolerance levels. **All responses should include a 5% account add/drop provision applicable to each account grouping’s entire load.** If Respondent is unable to accommodate an add/drop provision applicable to each account grouping’s entire load, this should be specified in the RFP response along with clarification on how the add/drop provision would apply to these groups.
- 10. Additional Program Participants** – Respondents should indicate in their response whether it would accommodate accounts for new Program Participants in each Group provided such an addition does not exceed the add/drop provision described above. If a Respondent is unwilling to allow this, Respondent should provide information regarding their policy on adding a new Program Participant to one or more of the account groups throughout the length of the contract.
- 11. Bandwidth / Material Change** – Respondents should include 100% bandwidth in all pricing offers. Any information regarding usage and PLC tolerance levels (as well as termed bandwidth and swing percentage) should be specified in the RFP response alongside any premium associated with increasing these tolerance levels. Respondents should clearly define language regarding changes in RPM rates embedded in all-inclusive pricing.



- 12. Regulatory Compliance** – All Respondents must demonstrate compliance with all legal and regulatory requirements, identify all applicable certifications and licenses it possesses regarding third-party supplies in Ohio, and submit a current environmental disclosure statement.
- 13. Non-Mercantile Customers** – The facilities in Group #1 are non-mercantile accounts. If Respondent is not eligible to sign any of these entities or groups of accounts, Respondent must clearly specify this in their RFP response. Group #1 accounts are a group. If a Respondent is unwilling to offer pricing for all accounts included in Group #1, the Respondent should not offer pricing for that Group.
- 14. Renewables and On-Site Generation** – Respondents should indicate how any existing or planned renewable or on-site generation would impact contractual obligations. If Respondent has language to address on-site generation in its current agreement, Respondent should note it in the response.
- 15. Demand Response** – Respondents should indicate how any existing or planned demand response initiatives would impact the contractual obligations.
- 16. Transmission Pilot** – During the term of any agreement, some facilities included in this RFP may start securing their transmission costs through the supplier rather than from the EDU's. Respondents should comment on how such a transition would occur and how these costs would be invoiced to the customer(s).
- 17. Contract Specifications** – As summarized above, while pricing will be aggregated for each account grouping, the contracting names for each County will remain individualized. Final contracts should be in a master agreement format with each County's name and account list clearly separated into one form or by amendment.
- 18. Enrollment Requirements** – If any accounts are enrolled later than the contracted meter read cycle start to no fault of the County, the selected supplier(s) are responsible for enrolling those accounts as soon as possible and providing any refund amount due. Failure to enroll any accounts for the contracted term due to inaccurate set up of contract start and/or end dates that do not correspond to an account's utility-defined meter read cycle is solely the supplier's responsibility. The County will **not** be subject to contract extension or potential early termination fees for months outside the contracted term as specified in this RFP document (e.g., if an account is enrolled one month late, the contract cannot be extended one month to offset the late enrollment.)
- 19. Post-Contract Account Requirements** – All individual account drops and switch notices throughout the length of the contract(s) should be clearly communicated to Palmer Energy in a timely manner.
- 20. Quarterly Reports** – The selected supplier(s) should be prepared to provide quarterly reports that include active account lists, dropped account reports, updated account usage, account PLCs, annual commission report summaries, etc.
- 21. Commission Reports** – To coincide with executed contracts, each County's accounts should be listed under each County's individual contracting name on all commission reports. Selected supplier(s) are required to provide Palmer Energy with accurate reporting inclusive of all necessary information (e.g., read dates, usage, commission payout, etc.)
- 22. Other Response Conditions** – A list of terms and conditions specific to your company that are not addressed in this document should be included with the RFP response.



23. Pricing Template – All pricing offers should be submitted on the attached pricing template. Where noted, supplier should include updated account usage, requested PLC tags, and any other required information.

V. QUALIFICATIONS & ADDITIONAL INFORMATION

1. Describe your company's organizational structure including parent, affiliate, and subsidiary companies.
2. Provide the PUCO Case No. for Certified Retail Electric Supplier (CRES) status.
3. Indicate if proposer's company, affiliate, or subsidiary own any physical generation assets that will be used in serving County loads. If so, estimate the percentage of the groups' total needs that will be supplied by this generation.
4. Specify the percentage of supply consumers will purchase from other generators or regional transmission operator(s), and whether the necessary transmission agreements/arrangements are in place to deliver the power to the various points required to serve the customers' load.
5. Indicate how many years Respondent has been selling power supplies to other parties as well as the states those supplies are currently sold. Additionally, please provide approximate 2023 GWh sales.
6. Provide the number of electric accounts currently supplied as well as the approximate percentage mix between residential, commercial, and industrial accounts. Additionally, please indicate if any of these accounts are governmental aggregations.
7. Include a list of references for governmental or similarly situated customers that Respondent currently supplies. Reference list should include customers names and corresponding contact names, titles, phone numbers, and email addresses.
8. Detail any financial assurances that would be provided to back the obligations to supply retail electric generation as part of the RFP response.
9. Describe any and all investigations, indictments, pending litigations, civil penalties, judgments, consent decrees, sanctions, or other law/rule/regulation/ordinance violations in which you are presently involved.
10. Provide the company point of contact for clarifications or questions about the response.

VI. SUBMISSION INFORMATION

RFP responses must be received by 5:00 PM EST on Wednesday, October 9, 2024.

Responses may be provided to Palmer Energy Company via:

Email – awebne@palmerenergy.com

U.S. Mail – Allison Webne, Palmer Energy Company / 5577 Airport Highway, Suite 101 / Toledo, OH 43615

Facsimile – 419-539-9185

If you have any questions or need additional information, please contact us via email or by telephone – 419-539-9180.



It is the responsibility of the Respondent to ensure their proposal is delivered to the proper location by the designated time.

This RFP does not represent a commitment or offer to enter into a contract with the Respondent, nor to pay any cost incurred in the preparation of a proposal responsive to this request.

1. Proposals received by the due date will be considered as submitted. There will be no formal proposal opening. All firms submitting proposals will be informed of the recommendation(s) concerning the acceptance or rejection of its proposal. Non-responsive proposals may not be considered.
2. All proposals submitted will be considered confidential throughout the review process. However, Energy Committee participants are County employees, so some information may become a public record under Ohio law and accessible to the public through written requests for public information. If there are sections in the response that are considered confidential, they should be clearly marked.
3. Additional response information is detailed below.
 - a. Verification that supply offers are firm, full requirements service on an uninterruptible basis and include all energy, capacity, resource adequacy requirements, transmission service, transmission ancillary services, distribution losses, imbalances, load factor adjustments, congestion charges, your costs, and taxes, if applicable.
 - b. Verification that Respondent's offer has an initial power flow date that will coincide with the months listed in the attached account spreadsheet.
 - c. Verification that Respondent's pricing offer accounts for and is inclusive of all updates to capacity cost calculations stemming from PJM's Capacity Performance as passed by the FERC.
 - d. Verification that Respondent's pricing offer accounts for and is inclusive of all updates to PJM balancing congestion costs, where applicable, as ordered by the FERC.
 - e. A knowledgeable contact person for the County, CCAOSC, and Palmer Energy to speak to in the event questions arise during the duration of any supply agreement.
 - f. Respondent should indicate if it pays for or expects the County to pay for any interval metering that may be required with any third-party supply agreement.
 - g. Respondent should submit one RFP response document to answer the questions listed in this document, applicable to all entities included.
 - h. **Respondent should submit all pricing offers on the attached pricing template.**

EVALUATION & RECOMMENDATION PROCESS

This RFP provides the essential elements that the CCAOSC and Palmer Energy will utilize in evaluating the offers and recommending a supplier to each group for their consideration. While a Respondent has the discretion to formulate its proposal in any manner it chooses, care should be taken to include the requirements detailed in this RFP. The approach for evaluation and recommendation is anticipated to be as follows:



1. The CCAOSC and Palmer Energy will initiate the evaluation of the various offers and suppliers immediately after the response deadline. If more information is needed from a Respondent, it may be requested by email, telephone, or fax. To expedite matters, Respondents are encouraged to include all information they deem relevant in the initial submission.
2. Upon completion, the CCAOSC and Palmer anticipate shortlisting 2 or 3 potential suppliers to each Group.
3. Palmer will submit the shortlisted suppliers' contracts for review by designees assigned by the Ohio Prosecuting Attorneys Association. Once approved by the designees the contracts will be ready for approval by the Energy Executive Committee and signature by Palmer utilizing its Limited Power of Attorney.
4. If supplier offers have expired, refresh pricing (to the extent necessary) will be secured and compared to the other potential suppliers prior to execution.

MISCELLANEOUS

The data provided with this RFP is based upon historical information derived from invoices and other information supplied by Each County. Actual usage may vary. Each Respondent is responsible for securing any additional data necessary from the EDC. Palmer Energy has provided a letter of authorization to secure such data or information from each EDC. The CCAOSC, Palmer Energy, and each County reserve the right to waive any discrepancies between stated requirements in the RFP and any response.



COUNTY COMMISSIONERS’ ASSOCIATION OF OHIO SERVICE CORPORATION (CCAOSC) RFP FOR ELECTRIC POWER SUPPLIES FOR VARIOUS OHIO COUNTIES

August 5, 2024

ATTACHMENT A – ACCOUNT SUMMARY

Entity	Electric Utility	Contract <u>Meter</u> <u>Read Start</u> <u>Date</u>	Est. # Accts	Est. Annual Usage
Adams County	AEP	May 2025	13	0.7 GWh
Allen County	AEP	May 2025	99	9.8 GWh
Carroll County	AEP	May 2025	59	3.0 GWh
The Board of Clark County Commissioners	AES / OE	May 2025	90	10.8 GWh
Columbiana County	OE	May 2025	13	2.5 GWh
Defiance County	AEP / TE	May 2025	34	1.9 GWh
Delaware County Board of Developmental Disabilities	AEP	May 2025	2	0.9 GWh
Erie County	OE	May 2025	125	12.9 GWh
Fulton County	TE	May 2025	14	1.8 GWh
Gallia County Commissioners	AEP	May 2025	46	1.9 GWh
Greene County Board of Commissioners	AES	May 2025	140	24.5 GWh
Jefferson County Commissioners	AEP	May 2025	125	9.4 GWh
Knox County Board of Commissioners	AEP	May 2025	36	4.7 GWh
Lake County	CEI	May 2025	98	6.3 GWh
Lake County Department of Utilities	CEI	May 2025	4	15.7 GWh
Lorain County	OE	May 2025	78	16.5 GWh
Lucas County	TE	May 2025	134	37.5 GWh
Mahoning County	OE	May 2025	138	29.6 GWh
The Board of Miami County Commissioners	AES	May 2025	22	4.4 GWh
Muskingum County	AEP	May 2025	111	8.1 GWh
Paulding County	AEP	May 2025	35	1.7 GWh
Perry County	AEP	May 2025	55	1.8 GWh
Pickaway County	AEP	May 2025	29	3.0 GWh
Portage County Board of Commissioners	OE	May 2025	177	20.7 GWh
Preble County Board of Commissioners	AES	May 2025	22	1.7 GWh
Putnam County	AEP	May 2025	24	1.1 GWh
Richland County Board of Commissioners	AEP / OE	May 2025	94	8.3 GWh
Ross County	AEP	May 2025	32	3.4 GWh
Sandusky County	AEP / TE	May 2025	24	2.6 GWh
Scioto County Commissioners	AEP	May 2025	99	6.1 GWh
Seneca County	AEP	May 2025	38	4.3 GWh
Shelby County	AES	May 2025	60	4.5 GWh
Tuscarawas County	AEP	May 2025	15	2.9 GWh
Union County	AES	May 2025	12	3.5 GWh
Board of County Commissioners, Hamilton County, Ohio	Duke	December 2025	84	57.0 GWh
Montgomery County	AES / Duke	December 2025	241	62.6 GWh



Ashland County	OE	May 2026	17	2.7 GWh	
Ashtabula County	CEI / OE	May 2026	101	5.8 GWh	
Auglaize County	AEP / AES	May 2026	6	0.1 GWh	
Champaign County	AES	May 2026	26	2.4 GWh	
Clinton County	AES / Duke	May 2026	20	2.7 GWh	
Coshocton County	AEP	May 2026	49	1.8 GWh	
County Governance Facility, LLC	AEP	May 2026	1	0.3 GWh	
Darke County	AES	May 2026	44	2.5 GWh	
Fairfield County	AEP	May 2026	40	8.0 GWh	
Geauga County Board of Commissioners	CEI / OE	May 2026	106	13.7 GWh	
Guernsey County	AEP	May 2026	57	4.45 GWh	
Hancock County	AEP	May 2026	30	3.2 GWh	
Hardin County	AEP	May 2026	28	2.0 GWh	
Hocking County	AEP	May 2026	25	0.8 GWh	
Huron County	OE	May 2026	22	2.4 GWh	
Jackson County	AEP	May 2026	9	0.2 GWh	
Lawrence County Commissioners	AEP	May 2026	38	2.3 GWh	
Licking County	AEP	May 2026	68	6.0 GWh	
Logan County	AES	May 2026	134	5.0 GWh	
Marion County	AEP / OE	May 2026	28	6.7 GWh	
Mercer County	AES	May 2026	57	1.7 GWh	
Morrow County Commissioners	OE	May 2026	33	1.9 GWh	
Ottawa County	OE / TE	May 2026	141	9.7 GWh	
Toledo-Lucas County Convention & Visitors Bureau, Inc.	TE	May 2026	4	6.3 GWh	
Van Wert County	AEP	May 2026	16	2.4 GWh	
Wayne County	AEP	May 2026	30	6.9 GWh	
Wyandot County	AEP	May 2026	14	1.7 GWh	
			TOTAL	3,566	491.7 GWh