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# Request for Proposals

for Program Design and Implementation  
Services for Demand-Side Capacity  
Reductions from Targeted Commercial-  
Industrial Customers

October 12, 2011 **Draft**





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# I. Introduction and Process

This document constitutes a Request for Proposal ("RFP") from qualified third-party demand response service providers ("respondents") to provide program design and implementation services for demand-side capacity reductions from targeted commercial-industrial customers to Puget Sound Energy, Inc. ("PSE" or "Company").<sup>1</sup> The RFP may be found at our web site at <http://www.pse.com/rfp>.

PSE is seeking the following resources with the RFP: Capacity resource through Demand Response targeting Commercial & Industrial Customers.

PSE is required to submit an RFP after filing the Integrated Resource Plan ("IRP"); however, this is not the sole manner in which PSE may acquire new resources.<sup>2</sup> PSE evaluates unsolicited proposals outside of the RFP on an ongoing basis. Given PSE's demonstrated resource need and its obligation to provide the lowest reasonable cost to its customers, the Company actively seeks and evaluates external proposals as well as in-house development projects which may provide the greatest benefit to our customers at the lowest reasonable cost. PSE evaluates all resources in a consistent manner, using the same evaluation criteria and economic analysis methodology as the IRP.

## *1. Resource Strategy*

This RFP is consistent with guidance provided by PSE's most recent Integrated Resource Plan ("IRP"), as filed with the Washington Utilities and Transportation Commission ("WUTC") on May 27, 2011. A downloadable copy of the IRP is available to all interested parties on PSE's Web site at <http://www.pse.com/IRP>

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<sup>1</sup> On August 1, 2011, PSE issued a separate All-Source RFP for electric resources in Docket No. UE-111405.

<sup>2</sup> WAC 480-107-001 states that PSE must submit an RFP when the Company's IRP shows a need for new resources within three years, but the RFP rules "do not establish the sole procedures utilities must use to acquire new resources. Utilities may construct electric resources, operate conservation programs, purchase power through negotiated contracts, or take other action to satisfy their public service obligations."



PSE's overall strategy for integrated resource planning is described below:

- Examine PSE's electric and gas resource needs over the next twenty years, and analyze the mix of conservation programs and supply resources that might best meet those needs.
- Provide the strategic direction to acquire a diversified, balanced electric resource portfolio that meets customer needs, results in reasonable energy supply costs and mitigates market risks.
- Identify key factors related to various resource decisions and identify a method for evaluating a resource acquisition in terms of cost, risk, and other factors at the time a decision needs to be made. The IRP does not commit to nor preclude the acquisition of a specific type, project or facility.

## 2. Resource Need

PSE has a demand response "capacity need" identified by PSE's IRP. PSE's IRP analysis, which guides the resource acquisition process, is based on a loss of load probability planning standard for electric resources. The Company's electric peak demand is based on a demand forecast at a temperature of 23° F (a normal winter peak for PSE), plus a 15.7% planning margin. The 15.7% planning reserve margin translates to a 5% loss of load probability, a standard reliability metric used in the energy industry. PSE's *peak deficit*, also referred to as its capacity need, as shown below, is the difference between PSE's electric peak energy demand plus a 15.7% reserve margin, minus the peak capacity of existing resources – generation, transmission and contracts. A more detailed description of this planning standard is provided in PSE's 2011 IRP.

PSE's loss of load probability modeling shows a favorable fit for a capacity resource of dispatchable demand response in the one to four hour event duration range for both AM and PM winter load curtailment events.

In addition to its capacity need, PSE has a legal obligation to meet the requirements of the Energy Independence Act<sup>3</sup> (Chapter 19.285 RCW). The Energy Independence Act

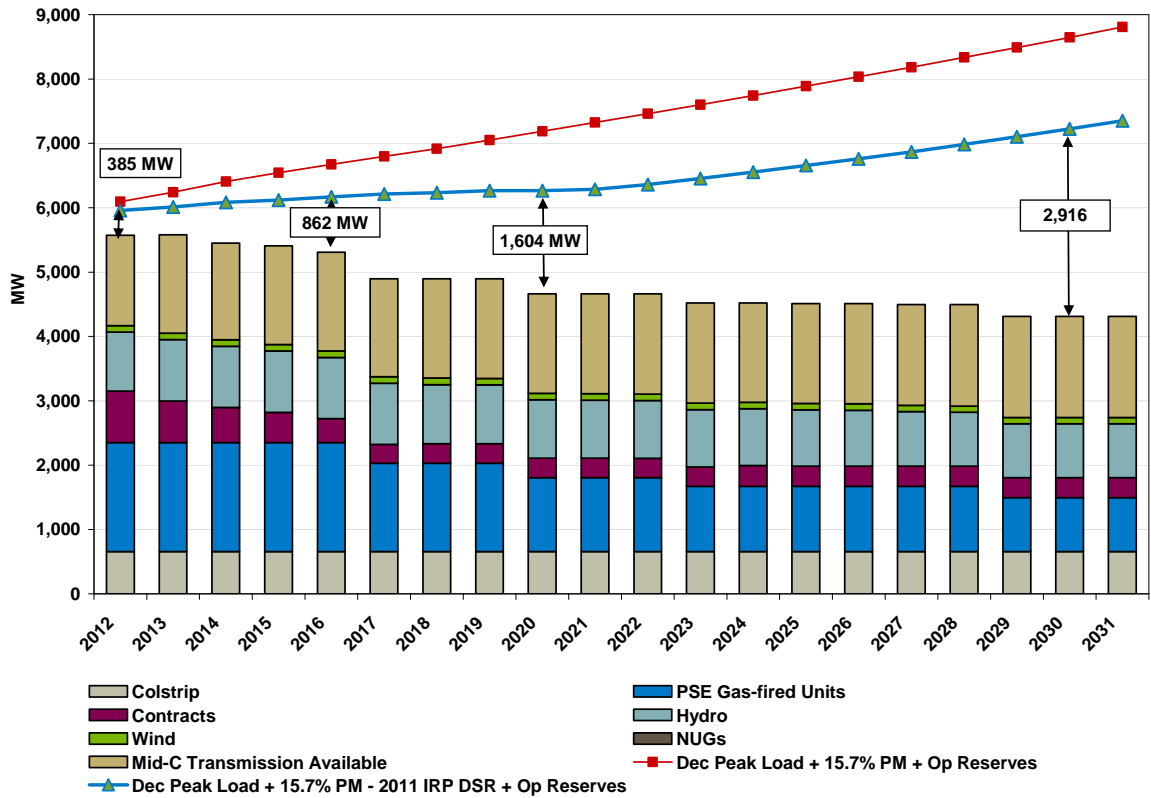
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<sup>3</sup> The Energy Independence Act is posted on the Washington State Legislature's web page at <http://apps.leg.wa.gov/RCW/default.aspx?cite=19.285>. Qualifying renewable resources are (i) located in the Pacific Northwest; or (ii) the electricity from the facilities is delivered into Washington state on a real-time basis without shaping, storage, or integration services. "Pacific Northwest" has

requires PSE to acquire qualifying renewable resources to meet the following targets of 3%, 9% and 15% of its load by 2012, 2016, and 2020, respectively.

PSE expects to update its avoided cost schedule in time for the release of the final RFP. PSE will post any updates to the RFP on its web site at <http://www.pse.com/RFP>.

**Figure 1. Electric Peak Hour Capacity Resource Need<sup>4</sup>**



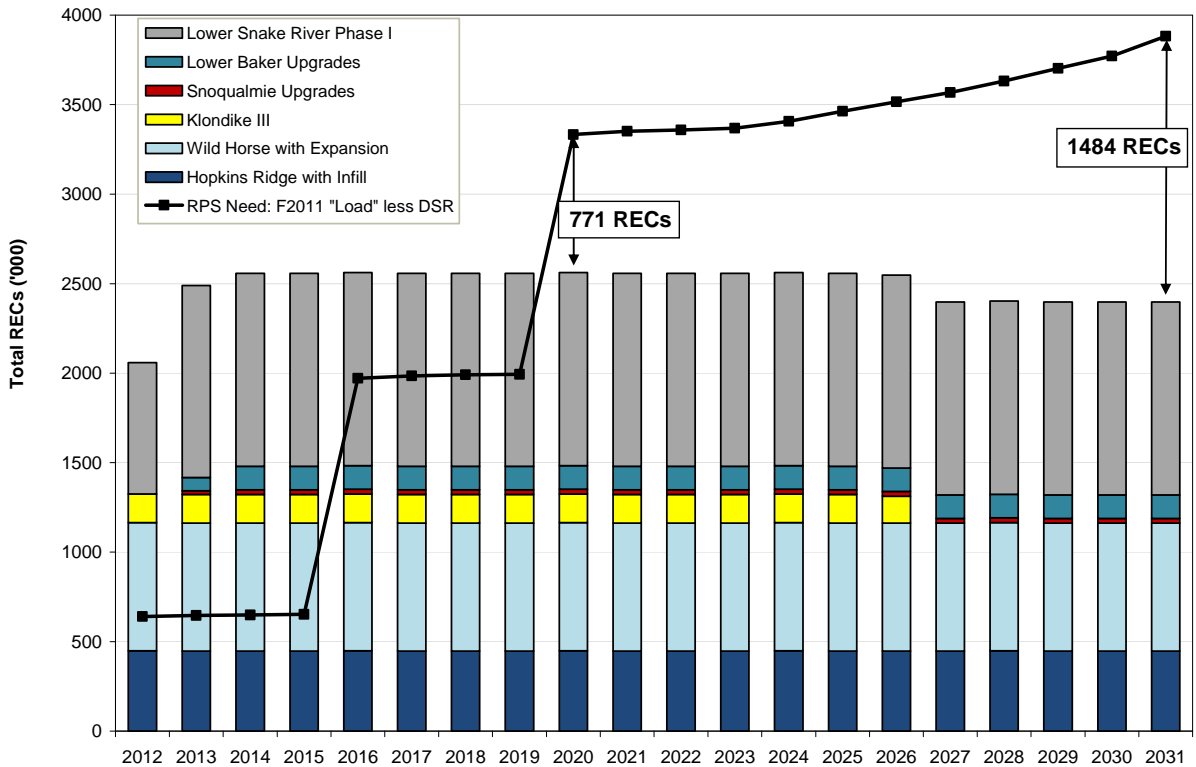
the same meaning as defined for the Bonneville Power Administration in section 3 of the Pacific Northwest Electric Power Planning and Conservation Act (94 Stat. 2698; 16 U.S.C. Sec. 839a).  
<sup>4</sup> Figure 1 reflects PSE's December capacity need forecast. This forecast was prepared on August 3, 2011, and is an update to the version presented in the May 2011 Integrated Resource Plan.

**Table 1. Capacity Need (MW) 2012-2020<sup>5</sup>**

2012	2013	2014	2015	2016	2017	2018	2019	2020
385	434	636	713	862	1,317	1,337	1,373	1,604

The following figure depicts the Company’s renewable energy need forecast for 2012 through 2031. This forecast was prepared on August 12, 2011, and is an update to the version presented in PSE’s May 2011 Integrated Resource Plan. Table 2 identifies the cumulative nameplate resource additions and timing of such additions from the 2011 IRP. While the IRP recommends this resource acquisition strategy, decisions to acquire resources and the timing, quantity of capacity of such additions will be made based on actual resource availability and cost in the marketplace, and on PSE’s ongoing need.

**Figure 2. Renewable Energy Need (MW)\***



<sup>5</sup> Table numbers are based on the F2011 December peak demand forecast with a 15.7% planning margin, as depicted in Figure 1.

Table 2 identifies the cumulative nameplate resource additions and timing of such additions from the 2011 IRP. While the IRP recommends this resource acquisition strategy, decisions to acquire resources and the timing, quantity of capacity of such additions will be made based on actual resource availability and cost in the marketplace, and on PSE’s ongoing need. The IRP is available to the public on PSE’s web site at [www.pse.com/IRP](http://www.pse.com/IRP).

**Table 2. 2011 IRP, Cumulative Nameplate Resource Additions (MW)**

	2012	2013	2014	2015	2016	2017	2018	2019	2020
<b>Demand-side Resources</b>	78	163	251	346	423	498	594	685	815
<b>Wind<sup>6</sup></b>	0	0	0	0	0	0	0	0	300
<b>Biomass</b>	0	0	0	0	0	0	0	0	25
<b>Transmission + Market</b>	0	0	0	0	0	500	500	500	500
<b>Peakers</b>	0	0	1,065	0	0	0	0	0	1,278

### 3. RFP Schedule

The following schedule is subject to adjustment based on WUTC review and the actual pace of PSE’s evaluation process. Any updates to the schedule will be posted online at <http://www.pse.com/RFP>.

October 12, 2011	Draft RFP filed with WUTC
December 13, 2011	Public comments due
December 29, 2011	WUTC approval expected
January 2, 2012	PSE releases final RFP solicitation
January 9, 2012	Notice of Intent to Bid & Mutual Confidentiality Agreement due to PSE
January 13, 2012	Questions from bidders due

<sup>6</sup> To meet its capacity need in the 2011 IRP, PSE used the ELCC (equivalent load carrying capability) approach with our LOLP (loss of load probability) model to account for wind capacity.



January 20, 2012	PSE responses to bidders' questions
January 27, 2012	Proposals due to PSE
Q1 2012	Final short list selected, respondents notified
To follow	Post-proposal negotiations
To follow	Post-proposal negotiations

#### 4. Evaluation Process

PSE will follow a structured evaluation process to assess the merits of proposals with regard to meeting its need. The process is intended to screen and rank individual proposals. PSE will consider a number of quantitative and qualitative factors designed to reasonably compare proposals with diverse attributes. Each proposal will be evaluated based on its compliance with this RFP and according to the following set of primary criteria.

- Compatibility with Resource Need
- Cost Minimization
- Risk Management
- Ratepayer and Participant Benefits
- Strategic and Financial Considerations

Each of the primary criteria is further delineated with sub-criteria as detailed in Exhibit A. Initially, proposals will be evaluated based on the proposal cost and on the qualitative criteria described in Exhibit A. The most favorable proposals identified from an initial screening will advance to a more thorough due diligence evaluation process. This process may require additional interaction with the respondents and requests for additional information.

Proposals that provide the lowest reasonable cost and least risk to the company will be placed on the final short list for further discussion with the respondent(s). Such proposals may potentially move forward to negotiations of the terms and conditions of a Definitive Agreement.

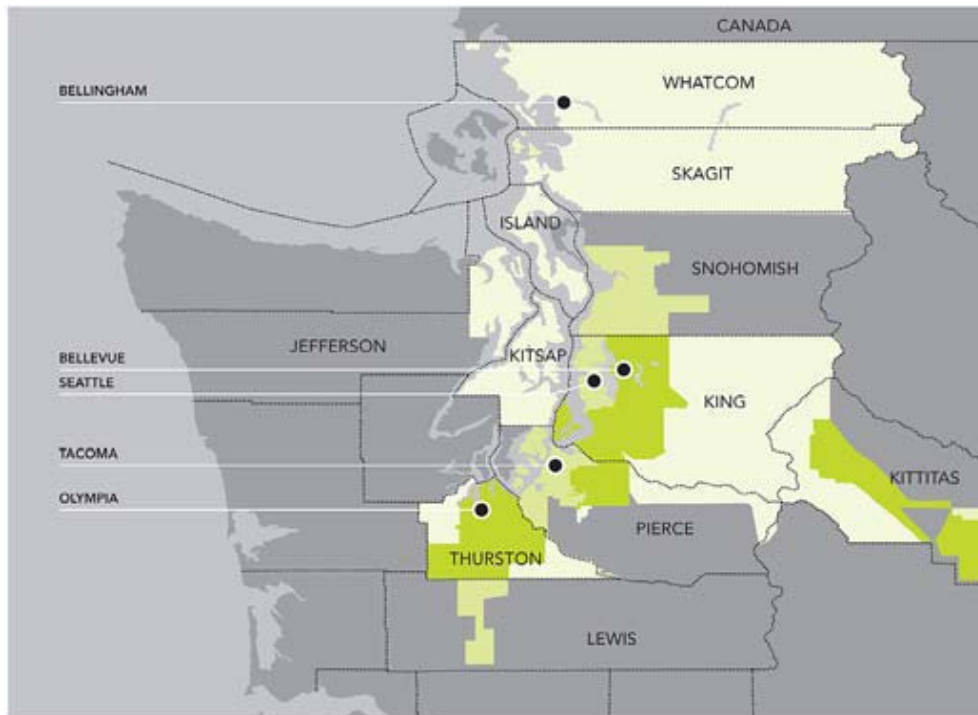
## *5. Post-Proposal Negotiations and Contracts*

PSE may elect to negotiate both price and non-price factors during post-proposal negotiations with any respondent whose proposal has been selected to the final short list for further discussions. During this process, PSE will update its economic and risk evaluation on an ongoing basis until such time as PSE and the respondent might execute Definitive Agreements. Such updates will include any additional factors that may impact the total cost of implementing the demand response program.

PSE has no obligation to enter into Definitive Agreements with any respondent to this RFP and may terminate or modify the RFP at any time without liability or obligation to any respondent. This RFP shall not be construed as preventing PSE from entering into any agreement that it deems appropriate at any time before, during, or after the RFP process is complete. PSE reserves the right to negotiate only with those respondents and other parties who propose transactions that PSE believes, in its sole opinion, to have a reasonable likelihood of being executed substantially as proposed.

## II. About Puget Sound Energy, Inc.

PSE is Washington State's largest and oldest energy utility, serving more than one million electric customers and approximately 750,000 natural gas customers, primarily in the vibrant Puget Sound region. More than three million people reside within our 6,000-square-mile service area.



- Combined electric and natural gas service
- Electric service
- Natural gas service

PSE's corporate objective is to meet the energy requirements of the next generation of PSE customers by developing the next generation of clean, cost-effective energy resources while encouraging conservation of existing power resources.

The region has experienced dramatic change during Puget Sound Energy's 134-year history, but one thing remains constant: PSE's focus on safe, reliable, low-cost energy service. PSE respects the environment and strives to preserve, protect and enhance its

health and vitality. Collaborating with suppliers, customers and other stakeholders, PSE delivers exceptional operational results through compliance with internal standards, applicable laws and governmental regulations.

## *1. Peak Demand and Hours*

PSE is a winter peaking utility. PSE's current record system peak demand of 4,911 MW occurred in the hour ending at 0800 on December 10, 2009. In winter, system demand peaks twice daily, typically during the 7-11 AM morning and 5-8 PM evening time windows. During the 2010-2011 winter season, 86% of peaks occurred in the evening. On average, evening peaks were 3% smaller than morning peaks. Average daily system demand for the year 2010 was 2,572 MW, and average winter peak demand for the 2010-2011 winter season was 3,745 MW.

## *2. Targeted Customers*

Customers targeted for participation will be drawn from the following billing schedules: 26, 31, 40, 49, 448, and 449. Table 3 provides a listing of the NAICS sectors and metered usage points by billing schedule per sector. Prospects for further recruiting/site evaluation must register 350 KW, or greater, monthly metered demand during one or more months of the most recent winter capacity season. Customer rate schedules including monthly demand charges are available at the following links:

[http://pse.com/aboutpse/Rates/Documents/elec\\_sch\\_026.pdf](http://pse.com/aboutpse/Rates/Documents/elec_sch_026.pdf)

[http://pse.com/aboutpse/Rates/Documents/elec\\_sch\\_031.pdf](http://pse.com/aboutpse/Rates/Documents/elec_sch_031.pdf)

[http://pse.com/aboutpse/Rates/Documents/elec\\_sch\\_040.pdf](http://pse.com/aboutpse/Rates/Documents/elec_sch_040.pdf)

[http://pse.com/aboutpse/Rates/Documents/elec\\_sch\\_049.pdf](http://pse.com/aboutpse/Rates/Documents/elec_sch_049.pdf)

Note: Customers under the following schedules will be subject to additional eligibility screening:

[http://pse.com/aboutpse/Rates/Documents/elec\\_sch\\_448.pdf](http://pse.com/aboutpse/Rates/Documents/elec_sch_448.pdf)

[http://pse.com/aboutpse/Rates/Documents/elec\\_sch\\_449.pdf](http://pse.com/aboutpse/Rates/Documents/elec_sch_449.pdf)



**Table 3. Commercial/Industrial Metered Usage Points by Billing Schedule and NAICS Sector**

NAICS Sector Description	Metered Usage Points by Billing Schedule				Total Usage Points by Sector
	26	31	49	449	
Agriculture, Forestry	6	6	0	0	12
Mining, Quarrying	4	4	0	0	8
Utilities	9	11	1	0	21
Construction	23	5	0	0	28
Manufacturing	111	82	4	12	209
Wholesale Trade	27	4	0	0	31
Retail Trade	148	8	1	0	157
Transportation & Warehousing	17	14	1	0	32
Information	77	21	4	0	102
Finance & Insurance	10	3	1	0	14
Real Estate, Rental, & Leasing	68	7	1	0	76
Professional, Scientific & Technical Services	8	4	0	1	13
Administrative, Support, Waste Management	8	2	1	0	11
Educational Services	52	31	1	0	84
Health Care & Social Assistance	35	16	0	0	51
Arts, Entertainment & Recreation	11	5	0	0	16
Accommodation & Food Services	28	8	0	0	36
Other Services (Except Public Administration)	14	5	0	0	19
Public Administration	22	22	4	0	48
Uncoded	71	13	0	0	84
<b>Totals Per Schedule</b>	<b>749</b>	<b>271</b>	<b>19</b>	<b>13</b>	<b>1053</b>

## III. Program Overview and Objectives

PSE's capacity needs are greatest in winter. Winter load curtailments made by customers can provide a reliable, cost-competitive, emission-free resource toward meeting these needs. Adding Demand Response as a complement to the present mix of energy efficiency measures and services offered to customers represents an important step for PSE and its customers. Conservation is a core value of the Company and integral to its customer relationships. PSE has offered aggressive energy efficiency programs to customers since 1979. Recent feedback from commercial-industrial customers is that many recognize the value and importance of including demand response in a comprehensive approach to the stewardship of energy resources.

### *1. Program Tariff - E271*

PSE is implementing this Demand Response program under the provisions of a proposed filed electric tariff (271). A copy of this document is included as Exhibit H.

### *2. Experience - Commercial-Industrial Load Control Pilot*

From November 2007 through February 2010, PSE implemented a demand response pilot program under Electric Tariff Schedule 249A that involved 25 commercial-industrial customers. We look forward to leveraging the lessons learned and experience gained from that pilot for the proposed new demand response program.

### *3. Customer Relationships*

PSE places high value on its long term business relationships with customers. The utility prefers to work with a services partner, which understands these relationships and combines a high degree of technical expertise with superior customer-focused awareness and service during program planning and implementation. It is PSE's preference to 'own' the customer relationship with the selected respondent and co-ordinate PSE Demand Response implementation efforts between Major Accounts, Energy Efficiency Services and other customer service and program implementation conduits.



#### *4. Internal PSE Stakeholders*

The Energy Efficiency Services (EES) group will perform the function of the Demand Response program manager and act as liaison with the numerous internal stakeholders in program design, implementation and evaluation. These stakeholders include, but are not limited to: Business Energy Management, Resource Planning, Major Accounts/Business Account Services, Power Supply Operations, Electric System Operation, Load Office, Corporate Communication and Efficiency Marketing Communications.

#### *5. Integration - Demand Response and Energy Efficiency*

At PSE there is strong interest for integrating Demand Response and Energy Efficiency, where possible, particularly from a customer information and service delivery perspective. Further, PSE desires that five of its experienced Energy Management Engineers receive training to enable them to conduct preliminary site assessments in customer facilities for the purpose of evaluating curtailable capacity potential.

#### *6. Independent Program Evaluation*

PSE will sponsor independent *ex-post* impact and process evaluation of the program. The respondent will be called upon to provide meter and payment data, calculation methodologies and other relevant information related to enrolled participants.



## IV. Program Parameters

The following parameters outline the initial minimum program requirements. It is likely PSE will modify these parameters over time to enhance and expand its demand response program capacity and value to internal and external stakeholders.

Winter capacity season:	November through February
Events per season:	Ten (maximum)
Availability days:	Business days (non-NERC Holidays)
Availability hours:	6:00 AM – 10:00 AM 5:00 PM – 9:00 PM (HE <sup>7</sup> 0700 -1000 HE 1800-2100)
Event duration:	One to four hours
Dispatch Increment:	Whole hours
Events callable per day:	One
Advance event notification:	One-hour-ahead (minimum)

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<sup>7</sup> Hour ending ("HE")





# V. Information Requested from Respondents

## 1. Services Requested

This Demand Response RFP process may result in one or no transaction by PSE, depending on the economic and qualitative benefits a transaction may provide to our ratepayers. PSE reserves the right to modify this RFP to comply with changes to federal, state or local laws or regulatory policy.

PSE is seeking electric Demand Response program implementation proposals from qualified third-party service providers (aggregators) consistent with the evaluation criteria described in Exhibit A. Under the program, the service provider will enroll and contract with commercial-industrial customer facilities qualified for participation.

The program will achieve aggregate curtailed capacity targets for dispatchable demand response. The program will have a four-year contract term. Curtailed capacity will be achieved by voluntary, incentivized, temporary load reductions or shifts made at customer facilities enrolled in the program. The service provider will insure aggregate capacity achieves program targets during curtailment events dispatched by the utility. Curtailable capacity targets (Table 4) are to be effective on the starting date of each winter capacity season. Program-related services and equipment will be provided at no cost to prospective or enrolled participants.

**Table 4. Curtailable Capacity Targets**

	2012	2013	2014	2015
Existing Capacity	0	10	25	40
Capacity Additions (MW)	10	15	15	10
Total Capacity (MW)	10	25	40	50

Four-year contract term  
Annual total capacity to be available for dispatch at the start of winter season

## *2. Pricing*

Proposals must be submitted with incremental and total pricing reported on the form Costs (Exhibit F).

## *3. Eligible Respondents*

This RFP will accept proposals from all third-party service providers or owners that meet the project requirements and comply with the process guidelines described herein. PSE believes that consideration of proposals from other utilities and/or their affiliates may increase the number of qualified respondents and thus increase the overall creativity and competitiveness of responses to this RFP.

Subsidiaries or affiliates of PSE are not eligible to respond to this RFP. Affiliates of the Company include any entity, corporation or person in any chain of successive ownership of PSE or any entity affiliated with such entity in a successive chain of ownership.

## *4. Proposals/Contract Type*

PSE will favor proposals primarily structured on a pay-for-performance basis over the four year contract term. The Service Provider will provide all resources to fully implement the program except for those specific tasks or resources specifically noted and reserved by PSE.

## *5. Proposal Requirements*

***The Notice of Intent to Bid (Exhibit E) and Confidentiality Agreement (Exhibit C) must be submitted by January 9, 2012. Proposals are due no later than January 27, 2012.***

To ensure that all proposals are thorough and complete, PSE requires that respondents present their bid information as outlined below.

**Summary Data Form (*Exhibit D*)**

**Proposal Requirements (*Exhibit B*)**

- ~ Description of proposal
- ~ Costs and pricing
- ~ Implementation
- ~ Technology description
- ~ Performance
- ~ Technical and operations
- ~ Communication
- ~ Data/data retention
- ~ Security and compliance
- ~ Payment
- ~ Legal and financial
- ~ Experience and Qualifications
- ~ References

Respondents are expected to provide complete information in their original submittals. Failure to provide all of the requested information will not disqualify a respondent, but may result in lower prioritization during the evaluation process. If the respondent elects not to provide the requested information, PSE requests that an explanation be included.

## *6. Other Requirements*

### **Signatures and Certifications**

The proposal must contain the signature of a duly authorized officer or agent of the respondent submitting the proposal.

The respondent's duly authorized officer or agent shall certify in writing that:

- The respondent's proposal is genuine; not made in the interest of, or on behalf of, any undisclosed person, firm, or corporation; and is submitted in conformity with any anti-competitive agreement or rules.

- The respondent has not directly or indirectly induced or solicited any other respondent to submit a false or sham proposal.
- The respondent has not solicited or induced any other person, firm, or corporation to refrain from proposing.
- The respondent has not sought by collusion to obtain for itself any advantage over any other respondent.

### **Environmental Attributes**

All proposals must state that all Environmental Attributes<sup>8</sup> associated with the subject program, if any, will accrue to the ownership and beneficial use of PSE

### **No Assignment**

All proposals shall state that there will be no assignment of proposals during the evaluation or negotiation stage of this RFP and that in the event the respondent and PSE negotiate and execute Definitive Agreements based on the respondent's proposal, the Definitive Agreements and obligations thereunder shall not be sold, transferred or assigned or pledged as security or collateral for any obligation without the prior written permission of PSE. Any project lender who takes an assignment of the Definitive Agreements for security and exercises any rights under such agreements will be bound to perform such agreements to the same extent.

### **Conflict of Interest Disclosure**

All respondents shall disclose in their proposals any and all relationships between themselves, the project and/or members of their project team and PSE, its employees, officers, directors, subsidiaries, or affiliates.

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<sup>8</sup> "Environmental Attributes" means generally credits, benefits, reductions, offsets and other beneficial allowances with respect to fuel, emissions, air quality, or other environmental characteristics, resulting from the use of certain resource generation or the avoidance of emissions.



### **Validity, Deadlines and Regulatory Approval**

Each proposal shall specify the date through which the proposal is valid. It is preferred that the respondent provide proposals that remain valid for a period that allows for negotiation of Definitive Agreements and applicable management and regulatory approvals.

## *7. Credit Requirements*

PSE's credit risk department may require the seller to provide performance assurance. With few exceptions, PSE will expect sellers with sub investment-grade credit ratings (or being of similar creditworthiness) to provide performance assurance acceptable to the Company.

## *8. Confidentiality/Disclosure*

Respondents are required to provide two (2) signed originals of the Mutual Confidentiality Agreement (Exhibit C) no later than January 9, 2012. PSE will countersign and return one fully executed agreement to the respondent.

To the extent required by law or regulatory order, PSE will make available to the public a summary of all proposals received and the final ranking of all such proposals.

PSE may retain all information pertinent to this RFP process for a period of 4 years or until PSE concludes its next general electric rate case, whichever is later. PSE shall have no obligation under this RFP to provide the models and data used in its evaluation process to respondents or other third parties except to the extent required by law or regulatory order. PSE may provide such models and data to the extent consistent with its business needs.

## *9. Notification of Changes to this RFP*

Notification of changes will be distributed only to intent-to-bid respondents by electronic mail from [pseloadcontrol@pse.com](mailto:pseloadcontrol@pse.com).



## *10. Contact Information and Proposal Submission*

**Contact for questions and requests:** [pseloadcontrol@pse.com](mailto:pseloadcontrol@pse.com)

**Notice of Intent to Bid**  
*must be received no later than January 9, 2012.*

Respondents shall submit two copies of the Notice of Intent to Bid (Exhibit E)

**Mutual Confidentiality Agreements**  
*must be received no later than January 9, 2012.*

Respondents shall submit two signed originals of the Mutual Confidentiality Agreement (Exhibit C).

**Proposals**  
**must be received no later than 5:00 PM Pacific Time on January 27, 2012.**

Respondents shall submit their proposals, along with all attachments and electronic files, as described below:

- One bound execution copy with an original signature,
- Four additional bound copies, and
- One electronic copy (on CD-ROM).



**Proposals may be submitted to PSE via U.S. mail, courier service, or hand delivery at the following address.**

Contact for proposal submittals, questions and requests:

Ms. Pam Mead  
425-462-3114  
[pam.mead@pse.com](mailto:pam.mead@pse.com)

<p><b>Address for U.S. Mail:</b> Puget Sound Energy P.O. Box 97034, EST-07E Bellevue, WA 98009-0868</p>	<p><b>Address for courier or hand delivery:</b> Puget Sound Energy 355 110<sup>th</sup> Ave. NE, EST-07E Bellevue, WA 98004-5591</p>
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All costs to participate in this RFP process, including preparation of proposals, negotiations, etc., are the responsibility of the respondent.

### *11. List of Exhibits*

Exhibit A	Evaluation Criteria
Exhibit B	Proposal Requirements
Exhibit C	Mutual Confidentiality Agreement
Exhibit D	Summary Data Form
Exhibit E	Notice of Intent to Bid
Exhibit F	Costs
Exhibit G	Schedule of Estimated Avoided Cost



**PUGET SOUND ENERGY**

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Exhibit H	Proposed Electric Tariff 271
Exhibit I	Sample Services Agreement