

**STATEMENT OF WORK
ELECTRICITY DEMAND RESPONSE SERVICES
INVITATION TO QUALIFY (ITQ) CONTRACT**

OVERVIEW: The purpose of this Demand Response Services ITQ is to qualify responsible and responsive Curtailment Service Providers (CSP) to facilitate the participation of Commonwealth facilities in Demand Response Programs administered by PJM Interconnection, LLC. In addition, Local Public Procurement Units, as defined by the Commonwealth Procurement Code, may use this contract in accordance with the COSTARS Provision contained within this document.

It is understood that in order to participate in certain PJM Demand Response programs for the 2017-2018 PJM Year starting June 1, 2017, participants must be enrolled in the programs prior to June 1, 2017. Therefore, participating locations may begin soliciting quotes from Qualified Suppliers immediately after all contracts resulting from the initial open enrollment window have been fully executed. Likewise, Suppliers selected through the RFQ process are permitted to perform any work necessary to enroll awarded facilities in the applicable 2017-2018 PJM programs with the effective date of the services to be June 1, 2017.

ISSUING OFFICE: This ITQ is managed and administered by the Commonwealth of Pennsylvania, Department of General Services (DGS), Bureau of Procurement. All inquiries should be referred to:

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Department of General Services, Bureau of Procurement
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QUALIFICATIONS: To become a qualified CSP on this ITQ, a prospective contractor must:

- A. Provide documentation confirming the Contractor has been in business for a minimum of one year.
- B. Provide documentation confirming the Contractor is licensed PJM Member Curtailment Service Provider

SERVICE CATEGORIES: Contractors will select the appropriate commodity code under the Business Details section of the qualification process. The Commonwealth may add additional commodity codes as the need arises. The table below lists the appropriate commodity code and description of each service category.

COMMODITY CODE	DESCRIPTION OF SERVICE CATEGORY
83100000-ITQ-191-Electricity Demand Response Services	This Service Category shall encompass any Demand Response programs offered by PJM Interconnection, LLC during the life of this ITQ Contract. This ITQ Contract is not intended for and shall not be used to obtain CSP services for any demand response or demand management programs offered by Pennsylvania PUC regulated Electric Distribution Companies (EDC).

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RFQ PROCEDURES: DGS Procurement will issue RFQs for Demand Response services on behalf of Commonwealth agencies on an as needed basis. Quotes may be solicited in writing via email or a web based interface. Each RFQ shall be issued to all qualified CSPs.

The RFQ will include specific details regarding the term length and CSP fee structure. The RFQ will also include specific details regarding the included facility(s) such as historical electric account usage information, information regarding emergency generators present at the participating facility(s), connected loads, or historical performance in PJM Demand Response Programs.

ADDITIONAL INFORMATION:

- A. **NOTICE TO PROCEED:** All references to “purchase order” or “purchase orders” in the Contract Terms and Conditions shall be replaced with a reference to the defined term “Contract”. A written notice to proceed signed by DGS Procurement will constitute the Contractor’s authority to perform services.