

**Western Area Power Administration
Request for Proposals
Regarding the Purchase of Renewable Energy Certificates
September 2015**

1. **BACKGROUND:** The United States of America, acting by and through the Western Area Power Administration (Western), a power marketing administration within the U.S. Department of Energy (DOE), desires to purchase Renewable Energy Certificates (RECs) under this Request for Proposals (RFP). The Sierra Nevada Region (SNR) is the contracting office on behalf of Western. The purchase, made by Western on behalf of Federal agencies as identified in this RFP, is pursuant to the Economy Act, 31 U.S.C. §1535; the Acts of Congress approved June 17, 1902 (32 Stat. 388); August 4, 1939 (53 Stat. 1187); August 4, 1977 (91 Stat. 565), and Acts amendatory or supplementary to the foregoing Acts. This proposed acquisition is not subject to the Federal Acquisition Regulation. Western encourages small and minority-owned businesses and Native American Tribes to apply.

Western is purchasing RECs on behalf of itself and the National Aeronautics Space Administration, Ames Research Center (NASA). REC amounts for each entity are set forth in Attachment 1.

Timing: Proposals submitted in response to this RFP must be received via MAIL or FAX to Western on or before September 21, 2015, at 4:30 p.m. PPT to be considered for evaluation. E-mail proposals will not be considered. Western reserves the right to not consider any proposals received after the prescribed dates and time.

2. **DEFINITIONS:** The definitions of certain terms used in this RFP are as follows:
 - 2.1 **Emissions & Generation Resource Integrated Database (eGRID):** A comprehensive source of data on the environmental characteristics of almost all electric power generated in the United States. eGRID is unique because it links air emissions data with electric generation data for power plants in the United States. Annual non-baseload output emission rates can be used to estimate GHG emissions reductions attributable to a REC buy.
 - 2.2 **Fiscal Year (FY):** Is defined as October 1 through September 30. FY and Contract FY are used interchangeably in this solicitation.
 - 2.3 **Generator:** The entity having ownership of the renewable generation producing the RECs. The Generator may also be the Offeror/Supplier.
 - 2.4 **Offeror:** The entity or person submitting a proposal under this RFP.

- 2.5 Renewable Electric Energy (REE):** As defined in Executive Order 13693 means energy produced by solar, wind, biomass, landfill gas, ocean (including tidal, wave, current, and thermal), geothermal, geothermal heat pumps, microturbines, municipal solid waste, or new hydroelectric generation capacity achieved from increased efficiency or additions of new capacity at an existing hydroelectric project.
- 2.6 Renewable Energy Certificate (REC):** A REC represents the technology and environmental (non-energy) attributes that represent proof that 1 megawatt-hour (MWh) of electricity was generated from an eligible RE resource (as described in Section 2.5 above) that can be sold separately from the underlying generic electricity with which they are associated, and were produced by sources of RE placed into service within 10 years prior to the start of the fiscal year. For purposes of this solicitation, a qualifying REC is one where none of the environmental attributes have been separately sold, given, or otherwise transferred to another party *by a deliberate act of the Certificate owner*. One REC is issued for each MWh unit of RE produced. The electricity that was split from the REC is no longer considered "renewable" and it cannot be counted as renewable or zero-emissions by whoever buys it.
- 2.7 REC Certification:** Green-e certification or the equivalent.
- 2.8 REC Contract:** The contract(s) that will be executed between Western and the Supplier(s) to formally contract for the purchase of RECs.
- 2.9 REC Request for Proposals (RFP):** A solicitation that requests proposals in response to a government effort to acquire RECs.
- 2.10 REC Vintage:** RECs provided for use in a given Fiscal Year must meet REC "vintage" requirements, i.e., the energy they represent must be generated during the same defined contract year. They also may be generated six (6) months immediately preceding each Fiscal Year of the period of performance (i.e., April 1 – September 30), or three (3) months immediately following each contract year of the period of performance (i.e., October 1 – December 31).
- 2.11 Supplier:** The successful Offeror(s) that contract with Western for the sale of RECs under this RFP.
- 2.12 Tribal Majority-Owned Business Organizations:** An energy and resource production enterprise, partnership, consortium, corporation or other type of business organization the majority of the interest in which is owned and controlled by one or more Indian Tribes 25 U.S.C. §3502(d)(1).

3. STATEMENT OF WORK AND SPECIFICATIONS

- 3.1 REC Acquisition Requirements:** Western is requesting firm, fixed, per REC unit price proposal for the transfer of RECs on behalf of NASA in FY 2015 and FY 2016; and, for itself in FY 2016 and FY 2017, with an option for purchases in FY 2018 and FY 2019. Attachment 1 to this RFP outlines the amount of RECs that NASA and Western seek to acquire for each FY and the required location of generation.
- 3.2 Proposal Criteria:** Western will consider proposals that offer to supply one or both of the Bid Line Items for the RECs as set forth in Attachment 1. Western may aggregate more than one proposal to meet the requirements of this RFP.
- 3.2.1 The RECs to be purchased shall meet, at a minimum, the RE and REC definitions and qualifications as stated in Sections 2.5 and 2.6 and considerations for each REC Bid Line Item as specified in Attachment 1.
- 3.2.2 All RECs to be provided under this acquisition must be generated within the United States and shall contain all original environmental attributes as defined in Section 2.6 above.
- 3.2.3 All RECs must meet the REC Vintage definition as specified in Section 2.10 above.
- 3.3 Start Date:** The start date for the RECs contract period is November 1, 2015.
- 3.4 REC Certification:** Green-e or equivalent that certifies the RECs provided were not marketed, sold, or transferred to any entity other than Western or NASA, or presented as a component of the Generator's energy products or claimed by any other party. Certification method is subject to the approval of Western prior to the REC Contract award.
- 3.4.1 The Supplier shall provide to Western and NASA an Annual Renewable Attestation from itself as well as from the Generator (see Attachments 2 and 3) at the time of invoice.
- 3.4.2 The Supplier shall forward the Green-e certification (or equivalent) documentation to Western and NASA and note any contract deficiencies, along with the proposed remedy and timeframe for correction.
- 3.5 Transfer of REC Title:** The Supplier will transfer the applicable RECs to Western and NASA pursuant to a REC Contract and will be represented

by a certificate, hereinafter called a Certificate of Transfer. A Certificate of Transfer (see Attachment 4) will be provided to Western by the Supplier following the schedule in the REC Contract.

3.5.1 All REC transfers to Western and NASA, in the annual amounts and types, must be completed by the dates specified in the REC Contract.

3.5.2 Western reserves the right to unilaterally terminate the REC Contract(s), without penalty or obligation to the Supplier, for the Supplier's failure to deliver RECs in the amounts, types, and timeframe as described in the REC Contract(s).

3.6 Invoice and Payment: All invoicing shall be based on the actual annual quantity of RECs purchased by and transferred to Western and NASA pursuant to the REC Contract. The RECs invoiced under the REC Contract must be generated in accordance with the criteria set forth in Section 3.2 and meet the requirements of Section 3.4. The Supplier will only be permitted to invoice for charges allowed under the terms and conditions of the REC Contract. The invoicing address will be specified therein. All invoices must be accompanied by a fully completed Certificate of Transfer.

3.7 Additional REC Amounts: Western may request to contract for the transfer of additional REC amounts for NASA or itself. Western shall provide the Supplier with the additionally desired REC amounts. Western and the Supplier shall mutually agree whether to extend the full terms and conditions of the REC Contract to cover the proposed additional purchase through modification to the contract.

4. RFP SUBMISSION REQUIREMENTS: Offerors must fully address each of the following submission requirements to be considered for this solicitation:

4.1 Contact Information: Offerors must provide: company name, contact person, physical mailing address, phone number, fax number, and e-mail address.

4.2 Renewable Energy Facilities and REC Amounts: Offerors must provide the following information: (1) the Bid Line Items for which a proposal is made; and (2) the name(s) and location(s) of the generating facility(s) from which the RECs originate, including physical address and zip code; the original operational date of the generator(s) producing the RECs; the annual amount of RECs offered from the proposed generator(s).

- 4.3 Cost:** Offerors must specify the firm, fixed, per REC unit price for the offered RECs for each Fiscal Year as identified in Attachment 1.
- 4.4 Certification Plan:** Offerors must provide details of their certification plan that meets the requirements in Section 3.4.
- 4.5 Past Performance:** Documentation must be submitted describing relevant past experience and performance regarding the sale and transfer of RECs. Past performance may include Federal and non-Federal customer references. The Offeror must provide current contact information for all past performance references provided. The Offeror agrees to permit Western's representatives to contact the listed references and inquire about the Offeror's past performance. Failure to provide past performance documentation may result in exclusion from further evaluation/ consideration. Offerors with no past performance due to recent business establishment/incorporation must provide supporting documentation verifying the recent business establishment/incorporation.
- 4.6 Creditworthiness:** Offeror(s) must submit documentation of its creditworthiness and a statement of how it intends to meet Western's creditworthiness requirements. Western's standard creditworthiness process includes: data collection (both quantitative and qualitative); credit evaluation, credit score determination, and overall determination of creditworthiness. The Offeror(s) will be required to provide information as requested by Western, including a credit application. Western may review the Offeror(s) credit rating at any time during the term of the RECs Contract.

5. EVALUATION CRITERIA

- 5.1 Best Value:** Utilizing the flexibility allowed under Western's power marketing authority, Western intends to award one or more REC Contracts to Offeror(s) that Western considers as providing the best overall value and that otherwise meets the terms of this RFP.
- 5.1.1 Past Performance:** The past performance, if any, of each Offeror(s) shall be considered in evaluating which qualified proposals provide the best overall value. Offeror(s) with no past performance may receive a neutral past performance assessment.
- 5.1.2 Price:** Firm, fixed, per REC unit price shall be considered in evaluating which qualified proposals provide the best overall value.
- 5.1.3 Location:** The location(s) of the generating facility(s) from which the RECs originate may be utilized in determining best value because the zip code is used to determine the eGRID region and

the greenhouse gas emission reductions associated with the REC purchase.

5.1.4 **Creditworthiness:** For the purpose of determining the ability of Offeror(s) to meet its obligations, Western will apply credit review procedures to evaluate Offeror(s) credit risk in accordance with Western's standard credit requirements. Western may require Supplier to provide and maintain necessary credit or guarantees to maintain financial assurance(s) to meet its responsibilities and obligations during the term of the Contract.

5.2 **Preference to Tribal Majority-Owned Business Organizations:** Pursuant to Section 2602 of the Energy Policy Act of 2005 (EPAAct 2005) (codified at 25 USC 3502(d)), Western supports DOE's preference for tribal renewable energy and efforts to promote tribal renewable energy development. Using the Best Value approach, should a REC Offeror who is a Tribal Majority-Owned Business Organization provide a proposal of equal or better value to any other REC Offeror (taking into account the double bonus for RECs from renewable projects on tribal land), Western will give priority to, and recommend NASA give priority to, the Tribal Majority-Owned Business Organization.

5.3 **Double Bonus:** In accordance with EPAAct 2005, Section 203 (codified at 42 U.S.C. 15852(c)), RECs generated on Tribal or Federal land will be evaluated as counting double towards Federal compliance with the renewable goal outlined in the statute.

5.4 **Submission Requirements:** A proposal will be considered for evaluation if it complies with the submission requirements set forth under Section 4. Western reserves the right to seek additional information for, or clarification of, an individual proposal as needed without notification to all Offerors.

6. REQUIRED FEDERAL CONTRACT PROVISIONS:

6.1 **Contingent on Appropriations:** Where activities provided for in the REC Contract extend beyond an individual FY, continued expenditures by the United States are contingent upon Congress making the necessary appropriations required for the continued performance of the United States' obligations under the REC Contract. In case such appropriation is not made, the Supplier hereby releases the United States from its contractual obligations and from all liability due to failure of Congress to make such appropriation.

6.2 **Covenant Against Contingent Fees:** The Supplier warrants that no person or selling agency has been employed or retained to solicit or

secure the REC Contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, excepting bona fide employees or bona fide established commercial or selling agencies maintained by the Supplier for the purpose of securing business. For breach or violation of this warranty, Western shall have the right to annul the REC Contract without liability or, in its discretion, to deduct from the REC Contract price or consideration the full amount of such commission, percentage, brokerage, or contingent fee.

6.3 Contract Work Hours and Safety Standards: The REC Contract, to the extent that it is of a character specified in Section 103 of the Contract Work Hours and Safety Standards Act (Act), 40 U.S.C. § 3701, as amended or supplemented, is subject to the provisions of the Act, 40 U.S.C. §§ 3701-3708, as amended or supplemented, and to regulations promulgated by the Secretary of Labor pursuant to the Act.

6.4 Equal Opportunity Employment Practices: Section 202 of EO No. 11246, 30 Fed. Reg. 12319 (1965), as amended by EO No. 12086, 43 Fed. Reg. 46501 (1978), as amended or supplemented, which provides, among other things, that the Supplier will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin, must be incorporated into the REC Contract. Indian Tribes and tribal organizations may apply Indian preference to the extent permitted by Federal law.

6.5 Use of Convict Labor: The Supplier agrees to not employ any person undergoing sentence of imprisonment in performing the REC Contract except as provided by 18 U.S.C. § 3622(c) as amended or supplemented, and EO 11755, 39 Fed. Reg. 779 (1973), as amended or supplemented.

7. PROCESS AND TIMING

7.1 Timing: Proposals submitted in response to this RFP must be received via MAIL or FAX to Western on or before September 21, 2015, at 4:30 p.m. PPT to be considered for evaluation. E-mail Proposals will not be considered. Western reserves the right to not consider any proposals received after the prescribed dates and time.

7.2 Submission of Responses: Western will receive proposals that are submitted by mail via the U.S. Postal Service or an equivalent private mail carrier (e.g., UPS or FedEx). The address for submission of responses via the U.S. Postal Service or private carrier is:

Western Area Power Administration
Sierra Nevada Region
ATTN: Sandee Peebles
REC Project Manager
114 Parkshore Drive
Folsom, CA 95630

Proposals may also be faxed to Western at (916) 985-1931, ATTN: Sandee Peebles. Fax verification is (916) 353-4454. **Proposals submitted via hand or electronic mail delivery methods will not be considered.**

- 7.3 Questions:** Additional questions regarding this RFP will be accepted **only via e-mail to peebles@wapa.gov until September 15, 2015.**
- 7.4 Notification of Receipt:** A written acknowledgement of receipt of proposals will not be provided. Offerors therefore are strongly encouraged to ensure that adequate tracking measures are taken with respect to their mailed or faxed proposal.
- 7.5 Evaluation of Proposals:** Western will consider all proposals received on or before the date and time set forth in Section 7.1 of this RFP. Offerors should not expect Western to enter into discussions about their proposals and should accordingly submit their best offer in their initial proposal. Western reserves the right to request best and final offers from one or more Offerors, and to award or not award any REC Contract(s) as Western ultimately deems appropriate. REC Contract award decisions will be made by Western, after consultation and agreement by NASA for purchases made for NASA.
- 7.6 Notification of Award and Subsequent Contracting:** Western will notify successful Offeror(s) regarding selection for contract negotiations, and will seek to negotiate and award the REC Contract(s) as soon as practicable. A direct notification to unsuccessful Offerors will not be provided.
- 8. CONFIDENTIALITY AND USE OF INFORMATION IN PROPOSALS:** Western will share information contained in submitted proposals with other Western staff and may also share the information with NASA and their designated representatives. Offeror(s) wishing to have all or part of their proposal not made available to the public should so indicate by marking the applicable portions "Confidential."

- 9. CONTACT INFORMATION:**
Ms. Sandee Peebles
REC Project Manager
Western Area Power Administration
Sierra Nevada Region
114 Parkshore Drive
Folsom, CA 95630
peebles@wapa.gov

Attachment 1 REC Bid Schedule

Western is requesting firm, fixed, per REC unit price, per year proposals for the transfer of RECs for each FY. Proposals are requested for Bid Line Items 1 and 2 below.

<u>Bid Line Items</u>	<u>RECs Per Fiscal Year</u>					<u>Special Considerations</u>		<u>Delivery</u>
	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Location</u>	<u>Certification Requirements</u>	<u>Month Years</u>
1. Western Area Power Administration	0 ¹	1,500 ^{2/} to 2,000	1,500 to 2,000	Option	Option	Within the United States	Green-e or Equivalent	August 2016-2019
2. National Aeronautics and Space Administration, Ames Research Center	17,700	26,550	0	0	0	MROW, SPNO, SRMW	Green-e or Equivalent	November 2015-2016

^{1/} Zeros indicate that no RECs are required for those FY.

^{2/} REC range reflects best estimate of minimum guarantee and potential maximum annual purchase. Western requires the ability to identify actual annual REC quantity (above minimum) by July 1 of each FY.

**Attachment 2
Annual Renewable Attestation from REC Provider
(Sample)**

I, _____,
(Print name and title)

Declare under penalty of perjury, on behalf of

_____, that
(Name of REC provider)

- (1) All the RECs associated with this invoice were generated by eligible RE Generators as defined in Contract No. 15-SNR-_____;
- (2) All the renewable attributes, including any emissions reduction credits or emissions allowances, represented by the REC sales reported in the Certificate of Transfer were transferred to Western/NASA; and
- (3) The renewable attributes represented by the REC sales reported in the Certificate of Transfer were not and will not be sold, marketed, or otherwise claimed by a third party.

REC Product

Generating Facility	MWh Generation	From: (date)	To: (date)	Fuel Type	REC Serial Nos.

I further declare that the RECs claimed for the REC products listed above and reported in the Certificate of Transfer were sold once and only once. No electrical energy is accompanying these RECs. As an authorized agent of the aforementioned Company, I have authority to submit this report on the company's behalf.

Signature: _____ Date: _____

Place of Execution: _____

Address of Supplier: _____

**Attachment 3
Annual Renewable Generator
Attestation Form
(Sample)**

1. Facility Information

Name of Facility: _____

Date from: _____ to: _____

Address of Facility: _____

Facility ID Number: _____ EIA or QF? (Circle one)

Contact Person: _____

Title: _____

Telephone: _____ Fax: _____

Resource Type (Indicate Fuel Type)	Capacity ^{1/} (MW)	MWh/RECs Sold to Provider	Date Facility First Operational	Period of Delivery (mm/yy)	REC Serial Nos.

^{1/} Please enter Energy Information Administration (EIA) identification number for the generating facility. If the facility does not have an EIA number, please enter the utility-assigned Qualifying Facility (QF) identification number.

2. Declaration

I, _____,
(Print name and title)

declare under the penalty of perjury, that the information provided on this form is true and correct to the best of my knowledge.

Further, I declare that the _____ MWhs of RECs
(Indicate number of MWh)

listed above were sold exclusively to _____.
(Name of REC provider)

Further, I declare that:

- (1) All the renewable attributes, including any emissions reduction credits or emissions allowances, represented by the renewable electricity generation listed below were transferred to the REC provider above;
- (2) To the best of my knowledge, the renewable attributes were not and will not be sold, marketed, or otherwise claimed by a third party;
- (3) The renewable attributes were and will be sold once and only once;
- (4) The renewable electricity sold or electricity associated with the attributes sold was not used on-site for powering electric generation equipment (parasitic load); and
- (5) The electrical energy that was generated with the attributes was not and will not be separately sold, marketed, or otherwise represented as renewable energy and was not and will not be used to meet any Federal, state, or local renewable energy requirement, renewable energy procurement, renewable portfolio standard, or other renewable energy mandate.

Further, I declare that the facilities that generated all of the _____ RECs
(Indicate number of MWhs)

sold to _____
(Name of REC provider)

are listed above by fuel type.

As an authorized agent of _____,
(Generating company name)

I attest that the above statements are true and correct.

Signature: _____ Date: _____

Place of Execution: _____

Address of Generating Company: _____

Attachment 4

Certificate of Transfer For RECs

I, (print name) _____, declare under penalty of perjury, on behalf of SUPPLIER that:

1. Title to the RECs in the amount described below, associated with electric power generation from renewable resource(s) listed below, are hereby transferred to Western/NASA in accordance with the terms of Contract _____, for the performance period of FY _____. Further, I certify that the RECs are associated with power generated from the renewable resource(s) listed below:

Name of Facility: _____

Address of Facility: _____

Period of Generation: _____

Total Amount of RECs covered by this Certificate of Transfer: _____

Facility ID Number*: EIA of QF (circle one): _____

Facility Contact Person: _____

Title: _____

Telephone No.: _____ Fax No.: _____

* Enter the Energy Information Administration (EIA) identification number for the generating facility. If the facility does not have an EIA number, please enter either the utility-assigned Qualifying Facility (QF) identification number or "N/A".

2. SUPPLIER represents and warrants the environmental attributes, including any attendant emission reductions, that are the subject of this Certificate of Transfer, have not been and will not be sold, reserved, or conveyed to any person other than Western/NASA, and the electric power generated in association with these RECs has not been represented to retain or possess, and will not be represented as retaining or possessing, such attributes.

As an authorized agent of SUPPLIER, I have authority to submit this report on behalf of SUPPLIER.

SUPPLIER

Printed Name of Agency Representative: _____

Title: _____ Date: _____

Signature: _____