

# Illinois Power Agency

June 2011 Capacity Procurement  
for Ameren Illinois Company

Bidder Practice Session

April 11, 2011

**LEVITAN & ASSOCIATES, INC.**  
MARKET DESIGN, ECONOMICS AND POWER SYSTEMS



# Agenda

- ◆ Bidder Pre-Qualification and Registration
- ◆ Bid Submission
- ◆ Bid Evaluation
- ◆ Bidder Notification
- ◆ Procurement Administrator Contact Information
- ◆ Questions?

## Pre-Qualification and Registration Form



- ◆ Due by Tuesday, April 12, at 12:00 noon CPT
- ◆ Download from procurement website
- ◆ Includes contact information for bid day, officer certifications, and contract execution information
- ◆ Fax to 617-531-2826 or email to [aiurfp@levitan.com](mailto:aiurfp@levitan.com) for Tuesday deadline
- ◆ Fax and email notifications will be sent once completed document is received
  - Parties that have already submitted forms will receive faxed acknowledgement today (April 11<sup>th</sup>)

# Bid Submission Materials



 **Illinois Power Agency** 2011 Procurement  
 Home General Capacity RFP Energy RFP RECs RFP

## Capacity RFP

The 2011 Capacity RFP for Ameren Illinois Company will be conducted in two phases:

- Phase 1: June 2011
- Phase 2: July 2011 to May 2012

The Illinois Power Agency seeks to procure capacity to meet Ameren Illinois Company's remaining monthly PRC requirements for 2011/12. Each "PRC Quantity" represents the quantity in MW of UCAP.

Month	PRC Quantity (MW)
June	1,200
July	1,170
August	1,250
September	1,360
October	1,100
November	720

### June 2011 Schedule

- 4/6/11 RFP and Draft Contract Issued
- 4/8/11 Contract Comments Due
- 4/8/11 Final Contract Issued
- 4/11/11 Bidder Practice Session
- 4/12/11 Bidder Pre-Qualification and Registration Form Due
- 4/13/11 Bids Due

### July 2011 - May 2012 Schedule

- To be announced
- 6/1/11 Service Commences

Accessible from Capacity RFP page

<http://www.levitan.com/AIURFP/capacity.html>

## Documents

### June 2011

- [Request for Proposals](#) (Posted 4/6/11)
- [Draft Confirmation Agreement](#) (Posted 4/6/11)
- [Final Confirmation Agreement - Word - PDF](#) (Posted 4/8/11)  
 No changes made from Draft Confirmation Agreement to Final Confirmation Agreement
- [Bidder Pre-Qualification and Registration Form](#) (Posted 4/7/11)  
 Submission deadline: 12:00 noon CPT on April 12, 2011 by email ([aiurf@levitan.com](mailto:aiurf@levitan.com)) or fax (617-531-2826)
- [Sign up for Bidder Practice Session](#) (Posted 4/8/11)  
 Bidder Practice Session will take place via webinar at 1pm CPT / 2pm EPT on Monday, April 11, 2011.  
 Attendance at the Bidder Practice Session is not mandatory for participation in the RFP. Materials from the webinar will be posted here following the session.
- [Bid Form](#) (Posted 4/8/11)  
 Note: Please turn auto-calculate on in Excel in order for form validation to work effectively
- [Bid Form Instructions](#) (Posted 4/8/11)
- [Submit Bid Form](#) (Posted 4/11/11)  
 The bid submission window will be 10:00 am CPT to 12:00 noon CPT on Wednesday, April 13, 2011

Additional documents can be found on the [Documents](#) page



# Bid Submission Instructions (1)

## 1. Download Bid Form: “June11CapacityBidForm.xls”

### Documents

#### June 2011

[Request for Proposals](#) (Posted 4/6/11)

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## 2. Fill in your Company name

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	<b>Bidder:</b> (Full legal name)												
2													
3	<b>Product</b>			<b>Jun-11</b>		Minimum valid bid price, \$/PRC-month							<b>\$1.00</b>
4	PRC Quantity (MW)			<b>1,200</b>		Maximum valid bid price, \$/PRC-month							<b>\$75,000.00</b>
5	Days in Month			30									
6	Number of 10-PRC Blocks			120									



# Bid Submission Instructions (2)

3. Enter the number of 10-PRC blocks you are bidding at each price, and the price in \$/PRC-month

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	<b>Bidder:</b> (Full legal name)												
2													
3	<b>Product</b>			<b>Jun-11</b>			Minimum valid bid price, \$/PRC-month			\$1.00			
4	PRC Quantity (MW)			1,200			Maximum valid bid price, \$/PRC-month			\$75,000.00			
5	Days in Month			30									
6	Number of 10-PRC Blocks			120									
7							<b>Instructions:</b>						
8	Number of groups offered			0			Enter the number of 10-PRC blocks offered and the price in \$/PRC-month for each block. Each bid is considered independently for each 10-PRC block. Ameren may accept all, some, or none of the 10-PRC blocks offered within a group. Prices will be rounded to the nearest \$0.01.						
9	Total blocks offered			0									
10	Total PRCs offered			0									
11													
12		Group		# of 10-PRC Blocks		Price, \$/PRC-month							
13		1					←						
14		2											
15		3											
16		4											
17		5											
18		6											
19		7											
20		8											
21		9											
22		10											
23		11											
24		12											
25		13											
26		14											
27		15											

## Bid Submission Instructions (3)



4. Check your bid form for any errors, which will be flagged by red-shaded cells. Possible errors can include:
  - ◆ Too many blocks are entered. The maximum number of blocks that can be bid for June 2011 is 120. If this error is not fixed, the blocks with the highest prices will be eliminated until the max number of blocks is reached.
  - ◆ A price less than \$1.00/PRC-month or greater than \$75,000/PRC-month is bid. Blocks with prices outside this range will be assumed to be in error and will not be evaluated.
  - ◆ The number of blocks bid at each price must be an integer. If a non-integer number of blocks is bid, the fractional block will be discarded (*i.e.* the number of blocks will be rounded down to the nearest integer).
  - ◆ If no price or no number of blocks is entered in a row, that row is interpreted as a “no bid” and ignored. This also applies to any row where the number of blocks entered is  $\leq 0$

# Examples of Bid Form Errors



Group	# of 10-PRC Blocks	Price, \$/PRC-month		blocks offered within to the nearest \$0.01.
1	5		No Price listed	
2		\$10.00	No quantity listed	
3	6	\$80,000.00	Price is outside range	
4	3	\$0.00	Price is outside range	
5	5.5	\$12.00	# of Blocks must be a positive integer	

Groups 1-4 would be discarded for the reasons listed

Only 5 blocks would be evaluated for Group 5

Product		Jun-11	
PRC Quantity (MW)		1,200	
Days in Month		30	
Number of 10-PRC Blocks		120	
Number of groups offered		11	
Total blocks offered		121	Too many blocks bid
Total PRCs offered		1,210	
	Group	# of 10-PRC Blocks	Price, \$/PRC-month
	1	11	\$5.00
	2	11	\$10.00
	3	11	\$15.00
	4	11	\$20.00
	5	11	\$25.00
	6	11	\$30.00
	7	11	\$35.00
	8	11	\$40.00
	9	11	\$45.00
	10	11	\$50.00
	11	11	\$55.00
	12		
	13		
	14		
	15		

Only 10 blocks would be evaluated for Group 11, to bring the total down to 120 blocks





# Bid Submission Instructions (4)

5. After all errors are corrected, save the file. You can add your company name or other information to the file if you wish. Please do not use any special characters in the file name, as this may impair the evaluation process
6. On the Capacity RFP page, click on “Submit Bid” which will open a new window

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## Bid Submission Instructions (5)



7. Enter the bidding password
8. Fill in all fields in the form in the new window, select the file containing your bid through the Browse button, and click the Submit button.

A screenshot of a web browser window titled "Capacity Bid Submission - Google Chrome". The address bar shows "https://www.logiforms.com/external\_requesthandler.lf". The page content includes the heading "Bid Submission - June 2011 Capacity RFP" and instructions: "Please fill in all fields. Call Sara Wilmer at 617-531-2818 x15 with any questions." Below this, it states "Practice bids will be accepted until 10:00 am CPT on Wednesday, April 13, 2011." The form contains three input fields for "Company", "Contact Name", and "Phone Number". A note below the phone number field says "We will call this number to confirm successful bid receipt." The "Bid File" section has a "Choose File" button and the text "No file chosen". At the bottom of the form are "Reset" and "Submit" buttons.

9. After receiving your bid file, we will call the person listed in the Bid Submission form to confirm receipt.



## Other Key Points

- ◆ Each bid is considered independently for each 10-PRC block → No contingencies will be considered
- ◆ The Procurement Administrator can recommend that the ICC accept all, some, or none of the 10-PRC blocks offered within a group
- ◆ Bid prices will be rounded to the nearest \$0.01
- ◆ Final binding bids must be submitted by 12:00 noon, CPT (1:00 pm EPT) on Wednesday, April 13<sup>th</sup>



## Submitting Practice Bids

- ◆ The Bid Submission site is live now for Bidders to practice submitting bids
- ◆ Bids submitted before 10:00 AM CPT on Wednesday, April 13<sup>th</sup> will not be considered to be binding bids, and you will not be notified immediately by phone of received submissions, but we will email to let you know that your bid was received and if there are any problems
- ◆ Each bidder can submit as many practice bids as they want
- ◆ If you have any questions, please call Sara Wilmer at 617-531-2818 x15



## What If Something Goes Wrong?

- ◆ If you have any problems accessing or filling out the bid form, please call Sara Wilmer at 617-531-2818 x15
  
- ◆ The backup submission method is via fax, if IT problems are encountered on Bid Day
  - Levitan & Associates, Inc.'s fax number is 617-531-2826



# Bid Evaluation



## Bid Evaluation

- ◆ Because there are no contingent or linked bids, bid evaluation is very straightforward
- ◆ After checking each bid sheet for errors, the bids are sorted by price, any bids over the benchmark are eliminated, and the 120 lowest-priced 10-PRC blocks for each product will be recommended for acceptance



## What Happens In Case of a Tie?

- ◆ If there are two or more blocks bid at the same price (rounded to \$0.01/PRC-month) that together exceed the Product quantity requirement, the Procurement Administrator will select the required number of blocks at the bid price that will maximize the number of bidders in the award group





# Bidder Notification



## Schedule Following Bid Submission

- ◆ Procurement Administrator submits report with recommended winning bidders to ICC on Thursday, April 14<sup>th</sup>
- ◆ Preliminary notifications to bidders by phone following submission of report to ICC
- ◆ ICC accepts or rejects recommendation by Friday, April 15<sup>th</sup>
- ◆ Final notifications to bidders by email following ICC ruling
- ◆ Contracts executed with Winning Bidders within three business days of ICC decision



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# Contact Information

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## Procurement Administrator Contact Information



- ◆ Procurement Web Site
  - <http://www.levitan.com/AIURFP>
- ◆ Mailing Address
  - Levitan & Associates, Inc.  
Attn: Sara Wilmer  
100 Summer Street, Suite 3200  
Boston, MA 02110
- ◆ E-Mail
  - [aiurfp@levitan.com](mailto:aiurfp@levitan.com)
- ◆ Phone
  - 617-531-2818 (John Bitler x22 or Sara Wilmer x15)
- ◆ Fax
  - 617-531-2826



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Questions?

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