

October 8, 2018

Dear Sir/Madam:

**Subject: Request for Proposal No. 18-00187-AJVL –
Off-Site Renewable Energy Power Purchase Agreement**

The Southeastern Pennsylvania Transportation Authority (SEPTA) is soliciting proposals from qualified consultants for an Off-Site Renewable Energy Power Purchase Agreement.

SEPTA is issuing this Request for Proposal (“RFP”) for electricity and renewable energy certificates (“RECs”) to be generated by a wind, solar or other renewable energy plant, as defined by the PA Public Utility Commission (“PUC”).

Anyone desiring to receive the Request for Proposal Documents must respond to SEPTA in writing. Written request should be submitted to SEPTA’s Procurement Department, 1234 Market Street, 11th Floor, Philadelphia, PA 19107 and may be made **via e-mail to James V. Lemongelli at jlemongelli@septa.org** (Telephone No. 215-580-8330).

CAUTION: Subsequent correspondence and follow-up documentation concerning this Request for Proposal will only be sent to consultants who have submitted written requests (via email to James V. Lemongelli) for the proposal documents. It is the consultant’s responsibility to assure that it has all the necessary correspondence and documents from SEPTA to properly prepare its proposal.

BUILDING ACCESS: Please be advised that new security procedures have been implemented for access to SEPTA’s 1234 Market Street building. All visitors are now required to sign-in at the front desk located in the lobby area and provide photo identification. Please allow adequate time when submitting procurement documents or when attending any public or private meeting in the building. This process will take approximately 15 to 30 minutes to complete. Thank you for your cooperation.

A Pre-Proposal Meeting will be held on Thursday, October 18, 2018 at 11:30 AM, in SEPTA’s Conference Room 11C, 1234 Market Street, Philadelphia, PA 19107. A representative of your company should be present to discuss the proposed work with representatives of SEPTA.

All questions pertaining to this request for proposal must be submitted in writing to SEPTA, 1234 Market Street, 11th Floor, Philadelphia, Pennsylvania 19107, Attn: James V. Lemongelli, Procurement & Supply Chain Management Dept. via e-mail to jlemongelli@septa.org. **All questions must be received no later than the close-of-business (4:30 P.M.) on Thursday, November 1, 2018.** The answers to all questions submitted will be included in the minutes of the Pre-Proposal Meeting.

Seven (7) hard copies of the Technical Proposal and Seven (7) hard copies of the Cost Proposal are to be submitted to SEPTA, in writing by the close of business (4:30 P.M.) on Friday, December 7, 2018.

Please direct all correspondence to:

James V. Lemongelli
Manager - Contracts
Procurement & Supply Chain Management Dept.
1234 Market Street, 11th Floor
Philadelphia, Pennsylvania 19107

Subject to SEPTA's right to reject any and all proposals and/or to negotiate separately with any firm in any manner deemed appropriate to serve its best interests, if any award is made as a result of these proposals, it will be made on the basis of the proposal which best satisfies the intent of the RFP and other factors considered in the best interests of SEPTA.

SEPTA, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 253, 42 U.S.C. 2000d to 2000d-4, and Title 49, Code of Federal Regulations, Department of Transportation, SubTitle A, Office of the Secretary, Department of Transportation, in Federally Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies all proposers that it will affirmatively, insure that in regard to any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full opportunity to submit proposals in response to this invitation, and will not be discriminated against on the grounds of race, sex, color, or national origin in consideration for an award.

Consultant will be required to comply with all applicable Equal Employment Opportunity laws and regulations.

All proposers will be required to certify compliance with Executive Order 12549 (ineligible contractors).

Oral, telegraphic or telephonic proposals or modifications will not be considered.

Sincerely,



James V. Lemongelli
Manager - Contracts
Procurement & Supply Chain Management Dept.

JVL
Enclosures