

Easton Area School District Electricity Supply Procurement

Request for Proposal (RFP)

General

Easton Area School District (“Buyer”) is soliciting proposals for electricity supply from reputable retail electricity suppliers (Sellers).

Price proposals shall include all accounts and adhere to the specifications outlined below.

Accompanying this RFP is an Excel workbook where Sellers must insert price offers. A list of accounts is included in the workbook. Suppliers shall obtain electricity usage data for each account through the EDC/UDC. Customer usage volumes and other characteristics are not guaranteed; however, similar usage over the contract term is projected. These fluctuations shall not be grounds to increase the contracted fixed unit price or apply additional charges, provided that the change in usage does not exceed +/- 25% of the previous year. Proposed contracts containing no “material deviation” type clauses may be looked upon more favorably during the evaluation and selection process.

Pricing

Two products are being reviewed: a fully fixed product that includes all electricity supply components, except for gross receipts tax (GRT), and a fixed product that includes all electricity supply components, except for Capacity, Transmission, and GRT, which shall be passed through to the Buyer without mark-up. Siemens does not charge a volumetric fee. Please do not embed any broker fees in the quotes. EDC delivery/distribution charges shall not be included in any quotes and will be billed to the Buyer by the EDC.

Proposals should be provided for each term length and each product in \$/kWh.

Price Adjustment Provision – By agreement, the Seller may pass through or allocate to Buyer any increase or decrease in Seller’s costs resulting from the implementation of new law or changes to existing law, including changes to formula rate calculations. The term “law” may include any applicable rule, regulation, ordinance, statute, court decision, administrative order, ISO business practice, or tariff. Seller shall provide Buyer written notification of any such change.

Contract Term Length

Proposals having contract periods of 12, 24, and 36 months shall be considered by Buyer.

Contract Start Date

All accounts shall have a contract start date of “July 2027 Meter Reads” or “July 2027 Bill Start Date.” Please review the attached Excel workbook to ensure that bidding is accomplished for the appropriate period – some starting meter reads are in late June.

Billing

During the contract term, the chosen supplier shall obtain actual usage data from the EDC/UDC and issue monthly billings to the Buyer. The “pass-through” charges shall be clearly itemized on the supplier’s billing.

Buyer prefers “consolidated billing” where the Seller’s charges are billed through the utility invoice and may look favorably upon proposals including consolidated billing. Please include in your response whether Seller’s charges will be invoiced separately from the EDC/UDC or consolidated on the same invoice.

The EDC/UDC shall bill delivery/distribution charges to the customer and should be clearly line-itemed separately from Seller’s charges if utilizing consolidated billing.

Submission of Proposals

Proposals must be received on October 26, 2026, by 2:00 pm Eastern prevailing time.

Proposals must be submitted to Siemens at andrea.denaro@siemens.com with a copy to EASD at minottiw@eastonsd.org. Questions and/or “test” emails can be sent to Wendy Minotti at minottiw@eastonsd.org. If a letter of authorization is needed for data retrieval, please contact andrea.denaro@siemens.com.

The Seller’s proposal email shall include the name of their contact person, phone number, and email address.

In the provided Excel workbook, the Seller shall input their company name and price offers for each product and term. Then the Seller shall attach the completed Excel workbook, examples of the Agreement/Transaction Confirmation forms, and a sample invoice to the email sent to Buyer.

Evaluation of Proposals

Proposals must be responsive to all requirements and in accordance with applicable law and common business practices associated with energy supply procurement. The Buyer reserves the right to reject any or all proposals for any reason. Proposals lacking clarity may be immediately rejected.

Acceptance of Proposal and Contracting

Buyer may choose to request updated proposals on one or more occasion(s) to all Sellers or a short-list of Sellers, at Buyer's discretion. Contract documents may be negotiated. This does not indicate acceptance of a proposal. On the day of an award, a refresh for a specific term and product will be requested from all Sellers or a short-list of Sellers, at Buyer's discretion. Live contract documentation will be requested with the refreshed quote from each Seller. In the event the Buyer wishes to proceed with acceptance of a proposal, a notification will be sent to the Seller by return email no later than 3:30 pm Eastern prevailing time on the same day with a signed live executable contract. Each contract shall include the fixed price, the contract term, a breakdown of all fixed and pass-through charges, billing designation, and a list of all customer accounts. Upon receipt of the signed contract, the Seller shall act to "lock-in" or "book" the transaction as necessary to ensure the performance of the contract and then return to Buyer a fully executed copy of the contract.