

Contract User Guide for ENE43

ENE43: Electricity Statewide Contract

UPDATED: 8/02/2018

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| Contract #: | ENE43 |
| MMARS MA #: | ENE43* |
| Initial Contract Term: | 09/01/2016 – 8/31/2019 |
| Maximum End Date: | Two (2) One year extensions to 2021 |
| Current Term: | 09/01/2016 – 8/31/2019 |
| Contract Manager: | Michael Woods, 617-720-3191, michael.woods@mass.gov |
| UNSPSC Codes: | 15-10-00, 83-10-10-18 |

*The asterisk is required when referencing the contract in the Massachusetts Management Accounting Reporting System (MMARS).

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Contract Summary

This is a Statewide Contract for the purchase of the retail supply of Electricity from Direct Energy by Executive Branch and other eligible entities which have elected to participate in the procurement.

NOTE: Contract User Guides are updated regularly. Print copies should be compared against the current version posted on mass.gov/osd.

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Benefits and Cost Savings

Statewide contracts are an easy way to obtain benefits for your organization by leveraging the Commonwealth's buying power, solicitation process, contracting expertise, vendor management and oversight, in addition to:

- Competitive Pricing
- Qualified and Experienced Consultant (Enernoc)
- Vetted and Qualified Vendor (Direct Energy)

Find MBPO/Contract Documents

To find all contract-specific documents, including the Contract User Guide, and other attachments, visit COMMBUYS.com and search for ENE43 to find related Master Blanket Purchase Order (MBPO) information or can be accessed directly by clicking on this link: [Master Blanket Purchase Order PO-17-1080-OSD03-SRC02-00000008435](https://www.mass.gov/doc/master-blanket-purchase-order-po-17-1080-osd03-src02-00000008435).

Who Can Use This Contract

Applicable Procurement Law

Executive Branch Goods and Services: MGL c. 7, § 22; c. 30, § 51, § 52; 801 CMR 21.00;

Eligible Entities

Please see the standard list of Eligible Entities on our [Who Can Use Statewide Contracts](#) webpage.

Purchase, Pricing and Quoting Options

Purchase Options

Purchase Options: Purchases made through this contract will be direct, outright purchases.

Executive Departments: All Executive Departments are required to use statewide contracts for their purchases if the goods/services they seek are available on a statewide contract. Executive agencies are required to utilize COMMBUYS for all related statewide contract purchasing activity. For further details please see the [Best Value Procurement Handbook](#).

Eligible Entities: All other Non-Executive Eligible Entities are encouraged to utilize COMMBUYS for all statewide contracts purchasing activity, however the use of COMMBUYS is not required.

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Pricing Options

- **Fixed Pricing:** Contract pricing has been negotiated, and no further negotiations may be made.
- **Pricing and buying details:** This is fixed price contract. The rate is \$0.08468 cents per kWh for meter reads from September 2016 – September 2019 for pre-award participants. Post-award accounts will be priced at current market through the contract end date.

Quote Options

Eligible Entities wishing to participate after contract award must contact the Contract Manager, sign an LOA (Letter of Authorization) with Direct Energy and provide copies of three (3) months of invoices per account. If pricing is agreed upon, Eligible Entities will be required to execute a Memorandum of Understanding (MOU) which will bind them to the contract pricing and terms established by the Operational Services Division.

Setting Up a COMMBUYS Account

COMMBUYS is the Commonwealth's electronic Market Center supporting online commerce between government purchasers and businesses. If you do not have one already, contact the COMMBUYS Help Desk to set up a COMMBUYS buyer account for your organization: (888)-627-8283 or COMMBUYS@state.ma.us.

How to Purchase From the Contract

- **Document items in COMMBUYS that have already been purchased**
This type of contract allows buyers to document a contract purchase in COMMBUYS that already has taken place through a Request for Payment Authorization (RPA) Release Requisition. It also allows MMARS users to easily keep track of spend. NOTE: MMARS and COMMBUYS do not interface –payment request and invoice should be reported in both MMARS and COMMBUYS separately.

For a description of how to complete this purchase in COMMBUYS, visit the [Job Aids for Buyers](#) webpage, and select:

- The COMMBUYS Requisitions section, and choose the *How to Create an RPA Release Requisition* job aid.

Instructions for MMARS Users

MMARS users must reference the MA number (ENE43) in the proper field in MMARS when placing orders with any vendor/contractor. Contact the Comptroller Help and Support Desk at 617-973-2468 or via email at Comptroller.Info@state.ma.us for additional support.

Delivery and Ancillary Charges

Eligible Entities also will receive a bill from their local distribution company (LDC) for delivery and ancillary charges which are not eligible for competition.

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Environmentally Preferable Products

Each year the Retail Suppliers must show that they have purchased a sufficient amount of Renewable Energy Certificates (RECs), Alternative Energy Certificates (AECs), Waste Energy Certificates (WECs), Solar Renewable Energy Certificates (SRECs), and Solar Renewable Energy Certificate IIs (SREC IIs) to meet the Minimum Standard for that class.

Additional Information

- **Awarded Vendor: Direct Energy**
 - **Customer Service:**
Jason Greiner, Client Service Analyst
Direct Energy Business
1001 Liberty Ave 13th Floor | Pittsburgh, PA 15222
Office: 412-667-5291
Jason.Greiner@directenergy.com
 - **OSD Questions, Comments and Issues:**
OSD Contract Manager: Michael Woods
Office: 617-720-3191
michael.woods@mass.gov

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