



**STATE OF MAINE  
OFFICE OF THE PUBLIC ADVOCATE**

**William S. Harwood  
Public Advocate**

**Janet T. Mills  
Governor**

**AWARD NOTIFICATION LETTER**

June 25, 2024

Via email: [ktakahashi@synapse-energy.com](mailto:ktakahashi@synapse-energy.com)

Synapse Energy Economics, Inc.  
Attn: Kenji Takahashi, Principal Associate  
485 Massachusetts Avenue  
Suite 3  
Cambridge, MA 02139

**SUBJECT:** Notice of Conditional Contract Award under RFP # 202404095,  
Consulting Services — Maine Specific Forecasts of Peak Electrical Demand

Dear Kenji:

This letter is regarding the subject Request for Proposals (RFP), issued by the State of Maine Office of the Public Advocate for Energy Burden Study. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract award to the following bidder:

- Synapse Energy Economics, Inc.

The bidder listed above received the evaluation team's highest ranking. The Department will be contacting the aforementioned bidder soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful vendor. The vendor shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

As stated in the RFP, following announcement of this award decision, all submissions in response to the RFP are considered public records available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA). 1 M.R.S. §§ 401 et seq.; 5 M.R.S. § 1825-B (6).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

Thank you for your interest in doing business with the State of Maine.

Sincerely,

A handwritten signature in cursive script that reads "William S. Harwood".

William S. Harwood  
Maine Public Advocate  
State House Station 112  
Augusta, ME 04333-0112

## **STATEMENT OF APPEAL RIGHTS**

Any person aggrieved by an award decision may request an appeal hearing. The request must be made to the Director of the Bureau of General Services, in writing, within 15 days of notification of the contract award as provided in 5 M.R.S. § 1825-E (2) and the Rules of the Department of Administrative and Financial Services, Bureau of General Services, Division of Purchases, Chapter 120, § (2) (2).

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202404095

**RFP TITLE:** Consulting Services – Maine Specific Forecasts of Peak Electrical Demand

**BIDDER:** Synapse Energy Economics, Inc. (Sole Bidder)

**DATE:** June 21, 2024

**SUMMARY PAGE**

**Department Name:** Office of the Public Advocate

**Name of RFP Coordinator:** Susan W. Chamberlin

**Names of Evaluators:** Susan Chamberlin, Andrew Landry, William Harwood

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<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)	<b>N/A</b>	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	<b>40</b>	<b>N/A</b>
Section III. Proposed Services	<b>35</b>	<b>N/A</b>
Section IV. Cost Proposal	<b>25</b>	<b>N/A</b>
<u>Total Points</u>	<b><u>100</u></b>	<b>N/A</b>

Note: There was only one bidder that submitted a proposal for this RFP.

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**BIDDER:** Synapse Energy Economics, Inc. (Sole Bidder)

**DATE:** June 21, 2024

**OVERVIEW OF SECTION I  
Preliminary Information**

Section I. Preliminary Information

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**Evaluation Team Comments:**

The Synapse Energy Economics, Inc. (Synapse) proposal meets the expectations of the RFP. Synapse is a research and consulting firm specializing in energy, economics, and environmental topics.

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**EVALUATION OF SECTION II  
Organization Qualifications and Experience**

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	<b>40</b>	<b>N/A</b>

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**Evaluation Team Comments:**

- I. Overview of the Organization
  - Synapse is a firm of more than 40 experts, providing depth of expertise to manage the investigation and analysis of the load forecast data.
  - Synapse has the technical expertise to manage the data gathering necessary for the project. Services provided by Synapse include economic and technical analyses, regulatory support, research and report writing, policy analysis and development, representation in stakeholder committees, development of analytical tools, and expert witness services.
  - Synapse provided expert witness testimony previously for the OPA and was responsive, thorough and accurate.

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**EVALUATION OF SECTION III  
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	<b>35</b>	<b>N/A</b>

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**Evaluation Team Comments:**

I. Proposed Services

- Synapse has worked with various state agencies throughout Maine and can apply Maine-specific knowledge to develop a comprehensive picture of the peak electrical demand forecast on a seasonal basis for the State of Maine. Synapse supported the Maine Climate Council, by modeling economy-wide decarbonization options for state action.
- Synapse provided a detailed breakdown of the steps necessary to complete this report, including identification of data sources and alternative sources if needed.
- Synapse undertook a similar analysis for the Maryland Office of the People’s Counsel, therefore understands the complexities of a future demand forecast.
- Synapse worked as a consultant for the Maine Governors Energy Office so has experience with Maine’s energy policies.
- Synapse has modeling capabilities to provide future trends and forecasts as requested in the RFP.

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**EVALUATION OF SECTION IV  
Cost Proposal**

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Lowest Submitted Cost Proposal	÷	Cost Proposal Being Scored	x	Score Weight	=	Score
N/A	÷	N/A	x	25 points	=	N/A

**Evaluation Team Comments:** No scoring due to one bidder submitting a proposal for this RFP.





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**AGREEMENT AND DISCLOSURE STATEMENT**  
**RFP #: 202404095**

**RFP TITLE: Consulting Services – Maine Specific Forecasts of Peak Electrical Demand**

I, Susan Chamberlin accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Office of the Public Advocate. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

**I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the award decision notices for public distribution.**

  
\_\_\_\_\_  
Signature

  
\_\_\_\_\_  
Date



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AGREEMENT AND DISCLOSURE STATEMENT  
RFP #: 202404095

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I, Andrew Landry accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Office of the Public Advocate. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

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Signature 

Date 5/14/24



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**AGREEMENT AND DISCLOSURE STATEMENT**  
**RFP #: 202404095**

**RFP TITLE: Consulting Services – Maine Specific Forecasts of Peak Electrical Demand**

I, William Harwood accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Office of the Public Advocate. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

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*William S. Harwood*  
\_\_\_\_\_  
Signature

*5/15/24*  
\_\_\_\_\_  
Date