Enbridge Gas Distribution Inc. and Union Gas Limited

Request for Proposal

Terms of Reference
2015 Hydronic Boilers System Baseline Study

RFP 002 - 2015

Date of Issue:
November 10, 2015

Proposal Due Date:
December 4, 2015

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Section 1 – Background Information

This RFP is being issued by the Ontario Natural Gas Technical Evaluation Committee ("TEC"). The TEC seeks a qualified proponent or a team of proponents to provide a baseline characterization of commercial and industrial gas hydronic boilers i.e. all gas boilers over 300 MBH for central domestic hot water and central space heating applications, (excluding steam and industrial process boilers) for both natural replacement and early replacement applications in the Union Gas Limited (Union) and Enbridge Gas Distribution (Enbridge) service territories. We seek to know, if possible, the characteristics of these boilers, based not only on rated thermal efficiency but also on whether boilers have a number of other features that are known to affect actual operating efficiency.

1.1 Ontario's Natural Gas Demand Side Management and Technical Evaluation Committee Background

Enbridge Gas Distribution and Union Gas Limited (together, the "utilities") have been delivering Demand Side Management (DSM) initiatives since 1995 and 1997 respectively. These initiatives include program activities across all customer segments including residential, low income, commercial, and industrial. Combined, both utilities serve the vast majority of small and large volume natural gas customers across Ontario[1].

On December 22, 2014, the Ontario Energy Board (the Board) issued a new DSM Framework for Natural Gas Distributors and new DSM Guidelines for Natural Gas Utilities (EB-2014-0134), both of which take into account the experience gained by the two utilities along with current market conditions. Some of the guiding principles for this new framework include the achievement of all cost effective DSM, the prevention of lost opportunities, the pursuit of long term energy savings, the coordination and integration of DSM and CDM, and the pursuit of deep savings. To encourage the natural gas utilities to aggressively pursue DSM savings, the Guidelines also outline a DSM financial incentive based on performance. This incentive uses a series of scorecard metrics which are largely weighted on cumulative (lifetime), net (i.e. adjusted for free riders and, where appropriate, spillover effects) natural gas savings (m^3).

In keeping with the new Guidelines, Enbridge and Union developed new plans for 2016-2020 outlining their proposed offerings based on three generic program types: resource acquisition, market transformation, and low income. The utilities filed their respective plans with the Board on April 1, 2015 and are currently going through the regulatory process with the Board.

This RFP is being issued by the TEC, which was established in 2011 with the primary objective of establishing "DSM technical and evaluations standards for measuring the impact of natural gas DSM programs in Ontario." The TEC's original mandate was approved by the Board specifically for the duration of the 2012-2014 DSM Framework time period. It is unclear whether the TEC will maintain its current mandate and composition past June 2015. The TEC is awaiting Board direction.

Though the utility members (Enbridge and Union) of the TEC will manage administrative aspects of the project, the TEC as a whole (by consensus) will select the winning bid and manage the content of the work through a sub-committee. The TEC is comprised of the following members:

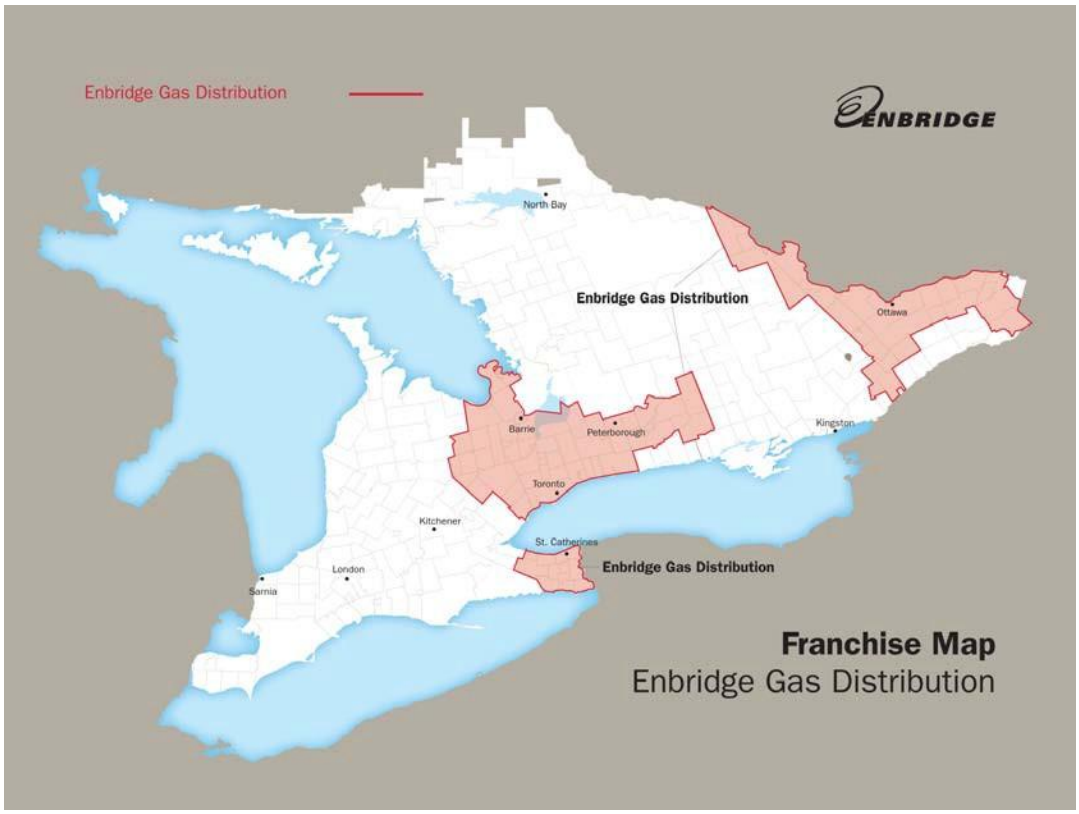
- Jay Shepherd representing School Energy Coalition
- Julie Girvan representing Consumers Council of Canada
- Chris Neme representing Green Energy Coalition
- Bob Wirtshafter, Ph.D., Independent Member
- Ted Kesik, Ph.D., Independent Member
- Enbridge Gas Distribution Inc. and Union Gas Ltd.

1 http://www.ontarioenergyboard.ca/OEB/_Documents/RRR/2011_naturalgas_yearbook.pdf

1.2 Enbridge and Union Commercial and Industrial (C&I) Programs

When considering the design for this study, the unique franchise territories, market segments and program designs for both Enbridge and Union should be taken into account.

Enbridge Gas Distribution: Enbridge Gas Distribution serves approximately 2.0 million customers in central and eastern Ontario.



Enbridge currently offers hydronic boiler technology incentives to C&I customers through both Custom and Prescriptive Offerings.

Enbridge's Custom Offering provides financial incentives and technical assistance for customized natural gas reduction projects. The savings are linked to unique building specifications, uses, technologies, and processes.

Enbridge's Prescriptive Offering provides financial incentives for a set list of natural gas reducing measures, typically with pre-determined incentive amounts and estimated savings. Enbridge uses the input assumptions that are developed through the joint utility Technical Resource Manual ("TRM") process that are TEC endorsed and filed with the Board. The TRM is comprised of substantiation documents that are subject to a rigorous third party review from an independent evaluation expert as well as members of the TEC, and as a result of this process the boiler baseline for these programs have come under review.

Union Gas Limited: Union Gas' distribution business serves about 1.4 million residential, commercial and industrial customers in more than 400 communities across northern, southwestern and eastern Ontario. Union's distribution service area extends throughout northern Ontario from the Manitoba border to the North Bay/Muskoka area, through southwestern Ontario from Windsor to just west of Toronto, and across eastern Ontario from Port Hope to Cornwall.

Union currently offers hydronic boiler technology incentives to C&I customers solely through its Prescriptive Offering. Union uses the input assumptions that are developed through the joint utility TRM process that are TEC endorsed and filed with the Board. The TRM is comprised of substantiation documents that are subject to a rigorous third party review from an independent evaluation expert as well as members of the TEC, and as a result of this process the boiler baseline for these programs have come under review.

a. Summary of Enbridge/Union Approach to Estimating C&I Boiler Savings

Enbridge and Union estimate savings from C&I gas hydronic boilers based on thermal efficiency rating in conjunction with boiler and boiler system features. Those features and settings include:

- Staging (single, two-stage, modulating, etc.)
- Pumping (whether continuous or intermittent)
- Supply water temperatures
- Return water temperatures
- Indoor/Outdoor temperature controls
- A/F controls
- Flue damping (none, burner fan or mechanical damper)
- Purge cycles
- Tank insulation levels (for boilers used for water heating)

Currently, there is no standardized calculation process to determine seasonal efficiency, such as AFUE, for boilers over 300,000 Btu/h. The combined impacts that these boiler features in conjunction with rated thermal efficiencies have on gas savings are estimated through an analytical tool that Enbridge has developed (called “eTools”).

For custom projects, Enbridge inputs the actual features of the new boiler being installed into eTools to estimate an average seasonal efficiency. That seasonal efficiency is then compared to the

seasonal efficiency of an assumed baseline boiler of the same capacity. Based on the results of a boiler baseline study conducted several years ago by Marbek, the baseline boiler is assumed to have a thermal efficiency rating of 80.5% and also be equipped with a traditional indoor outdoor controller (boiler temperature reset), but to have no other efficiency features.

For prescriptive boilers (greater than 300 MBH) rebate projects, Enbridge and Union currently use estimates of savings that were developed through the process (eTools) for a typical set of features associated with "high-efficiency" boilers (i.e. those non condensing boilers with thermal efficiency ratings between 85% and 88%), for space heating, as well as a typical set of features associated with Domestic Hot Water (DHW) "condensing" boilers (i.e. those with thermal efficiency ratings greater than 89%). In both cases, the calculated seasonal efficiencies (eTools) for such boilers are compared to the eTools calculated seasonal efficiency for the same baseline boiler as Enbridge uses for custom boiler measures. The resulting estimated seasonal efficiencies are as follows:

Prescriptive Program	**Thermal Efficiency**	**Seasonal Efficiency**
Boilers greater than 300 MBH		
Baseline boiler (space heat): *(Features - Traditional boiler temperature controller)*	80.5%	60.9%
High Efficiency boiler (space heat): *(Features - Flue damping burner fan, Modulating burner, advanced boiler temp controller, Pre or post combustion purging)*	86.0%	81.6%
Baseline boiler (DHW): *(Features - old boiler system controller)*	80.5%	64.95%
High Efficiency boiler (DHW): *(Features - Flue damping burner fan, Modulating burner, new boiler system controller, Pre or post combustion purging)*	86.0%	79.62%

b. Recent Savings and Enbridge Auditor's Recommendations for Boiler Baseline Research

In recent years, questions have arisen regarding the baseline assumptions used for both custom and prescriptive boiler projects. Due to the importance of features other than thermal efficiency ratings, it has been suggested that a more granular assessment of the baseline condition – e.g. based on the actual frequency with which boilers with lower thermal efficiency ratings have other efficient features, rather than just a "yes" or "no" assessment for a "typical" configuration – would enable a more accurate assessment of baseline conditions and efficiency program savings.

As part of Enbridge's 2013 annual evaluation and DSM audit process, it was recommended by the Auditor that Enbridge undertake additional research into updating the existing baseline boiler assumptions. During Enbridge's Clearance of the 2013 Demand Side Management Variance Account proceeding, OEB staff agreed with the Auditor's recommendation that the utilities (Enbridge and Union) conduct a baseline boiler study to define and identify baseline boilers in the commercial sector. The OEB supported the 2015 Study in EGD's Decision and Order, EB-2014-0277. Based on the aforementioned recommendations and TEC discussions, the TEC has commissioned a full boiler baseline study as described in this RFP document.

Enbridge has a defined process (eTools boiler section) to estimate a boiler system seasonal efficiency. Through the Enbridge audit process, the tool was recommended to undergo an independent review of its reasonableness and accuracy. It is anticipated that this review will begin in 2015. Union Gas uses prescriptive boiler substantiation documents that have been developed in

collaboration with Enbridge; some of which rely on eTools. Union would like to explore an alternate approach to boiler substantiation documents that are independent of eTools.

c. Sources of Information

The following is a list of information which may assist the proponent in preparing a response to this RFP:

Title	Link/Location
Union Gas website	http://www.uniongas.com
Enbridge Gas Distribution website	https://www.enbridgegas.com
Union Gas 2015-2020 DSM Plan	http://www.rds.ontarioenergyboard.ca/webdrawer/webdrawer.dll/webdrawer/rec/472262/view/UNION_APPL_2015-2020%20DSM%20Plan_20150401.PDF
Enbridge Gas Distribution 2015-2020 DSM Plan	http://www.rds.ontarioenergyboard.ca/webdrawer/webdrawer.dll/webdrawer/rec/472300/view/EGDI_appl_DSM_20150401.PDF
Ontario Energy Board, Filing Guidelines to the Demand Side Management Framework for Gas Distributors EB-2014-0134	http://www.ontarioenergyboard.ca/oeb/_Documents/EB-2014-0134/Filing_Guidelines_to_the_DSM_Framework_20141222.pdf
Ontario Energy Board, Demand Side Management (DSM) Framework for Natural Gas Distributors 2015-2020 (EB-2014-0134)	http://www.ontarioenergyboard.ca/oeb/_Documents/EB-2014-0134/Report_Demand_Side_Management_Framework_20141222.pdf
Ontario Energy Board, Decision and Order for Enbridge, February 16, 2015 EB-2014-0277	http://www.rds.ontarioenergyboard.ca/webdrawer/webdrawer.dll/webdrawer/rec/467489/view/

Section 2 – Study Objectives, Work Scope and Deliverables

2.1 Study Goals and Objectives

As part of its mandate, the TEC prioritizes and oversees evaluation activities for Ontario's Natural Gas DSM programs. The primary objective for this study is to guide the utilities in developing boiler baselines to be applied to each utility's applicable programs. At the highest level, this will require:

- Developing a conceptual approach that should be used to define a "baseline boiler or boilers" for Enbridge and Union Gas' energy conservation programs.
- Collecting market data as required to develop a baseline boiler assumption or assumptions for Ontario.
- Developing a baseline boiler assumption or assumptions based on the data collected. Such assumptions should address both natural replacement and early replacement applications (see 2.1.1. below) in existing buildings, and all boiler features/settings identified in Section 1.3.
- Providing comment on the general impact of boiler features as it relates to boiler seasonal efficiency.

The TEC reserves the right to provide comments and requested revisions to the successful proponent after the bidding process.

2.1.1 Early Replacement Boiler Applications

The primary focus of this study is to provide a determination of a baseline boiler for time of natural replacement. However, the current OEB Guidelines (EB-2014-0134) outline Early Replacement as a decision type that Union and Enbridge should consider when determining input assumptions to specify gas savings. Therefore, bidders should provide an appropriate approach, cost, and schedule to review and develop baseline boilers for early replacement conditions.

2.1.2 Boilers below 300 MBH Applications

Enbridge requests bidders to provide a baseline for high efficiency and condensing boilers under 300 MBH for central domestic hot water applications. These boiler sizes and types are supported by eTools and are a part of Enbridge's prescriptive boiler offerings. Bidders should provide a separate approach, cost, and schedule for the determination of the baseline for these boilers described above.

2.2 Study Scope and Anticipated Tasks

The TEC seeks a qualified proponent or a team of proponents to perform the following expected tasks:

Project Kick-Off Meeting – The proponent will participate in a kick-off meeting with the utilities and the TEC. The purpose of this meeting will be to introduce the proponent to the utilities and TEC members, review the proponent's proposed approach, work plan, timelines, and discuss any changes or questions. The proponent will be responsible for scheduling meetings, developing meeting agendas, running the meeting and drafting revised documents.

The proponent is expected to provide the TEC with study updates on a bi-monthly basis. The proponent will be responsible for scheduling and running the bi-monthly meetings.

Development of Conceptual Approach to Baseline Assumptions. The proponent should assess possible conceptual approaches to defining baseline boilers, based on accepted DSM practice, and particularly in the Ontario context in which numerous different features are used to estimate average seasonal efficiency. The pros and cons of each potential approach should be delineated and a clear recommendation put forward. The conceptual approach should also be consistent with Ontario's focus on net (rather than gross) savings. To the extent that the proposed approach has implications for how assessments of free ridership (and/or spillover) would be assessed, such implications should be discussed.

Collection of Market and Sales Data. The proponent should collect sufficient market data to represent statistically the population and to enable the development of baseline assumptions for all gas boilers greater than 300 MBH, excluding steam and industrial process boilers, in Ontario.

Market Characterization. The proponent should characterize the market for all gas boilers greater than 300 MBH excluding steam and industrial process boilers in Ontario, how it has evolved in recent years and – to the extent possible – how it is likely to evolve in the next several years. Such characterization should, to the extent practical, include information on the structure of the market (i.e. the supply chain and typical distribution channels through which products ultimately reach end use consumers); the top manufacturers/distributors of boilers in the Province; the annual size of the market; and approximate market shares for baseline, high efficiency and condensing boilers sold for installation in existing buildings (i.e. excluding new construction). To the extent practical and valuable, such market characterization should differentiate by boiler type and size. The study should contain not only thermal efficiency, but the other elements discussed as affecting seasonal efficiencies.

Proponents should provide a detailed description of their data collection strategy including what data sources will be used andwhat methods will be used to collect data from upstream sources. Firms should describe their experience in collecting this type of data, and provide examples of work products derived from the data collected. Proponents should indicate their assessment of the likely success of collecting data from each described data source and map out a strategy that provides alternatives should a particular data source not be available. Proponents can provide these backup approaches as supplemental costs.

Boiler Baseline(s) Determination. Based on data collected and the conceptual approach adopted, the proponent should develop proposed baseline boiler assumptions. To the extent it is appropriate to have different assumptions for different types (e.g. copperfin or case iron), applications (e.g. space heating, water heating or both) and/or sizes of boilers, such recommendations should be made. To the extent possible, the cost of all boiler baseline products in Ontario should be provided. The proponent should extend its analysis to the different boiler size buckets currently listed on the utilities' prescriptive substantiation documents (300 to 600, 600 to 1,000, 1,000 to 1,500 and 1,500 to 2,000 MBtu/h) to ensure the same baseline applies to all ranges or different baselines are required for each group.

Draft and Final Reports - The proponent shall prepare a Draft Report for review and comment by the TEC. Considering draft report comments and feedback provided by the TEC, the proponent will produce a Final Report that may be published by the TEC.

2.3 Deliverables

The Study will present findings in a format that shall include, but not be limited to, five (5) interim deliverables prior to delivery of the Final Project Report; this will allow for review of key decision points by the TEC Sub-committee throughout the duration of the project. The five (5) interim deliverables are:

1. A detailed work plan and schedule guided and approved by the TEC.
2. A conceptual approach that should be used to define a baseline boiler(s) (including features) and identifying specific baseline boilers that can be applied to Enbridge and Union Gas' energy conservation programs. This should take into consideration current codes / standards/regulations, other jurisdictions' processes for setting baselines and energy savings programs, and market data.
3. Detailed Ontario boiler sales market characterization.
4. Summary of recommendations regarding boiler baseline assumptions.
5. A Draft Report covering all items listed in Section 2.2 above.

Thereafter, a Final Project Report containing comments from the TEC will be delivered by The Consultant. The Consultant will also be involved with subsequent discussions with the TEC.

2.4 Proposal Requirements

The proposal should include the following:

- A detailed description of the recommended approach and methodology that will be used to achieve the study objectives and to achieve the expected tasks described in Section 2.2 Study Scope and Anticipated Tasks.

- An outline of the experience, skills and qualifications for all project team members.

- A list of three references including contact information for other projects. Examples of similar work would be helpful.

- An outline of a proposed schedule for delivery of the work, delegation of responsibility and work plan.

- An outline of fees and costs, including hours and rates by tasks and team member.
- **Subcontractors:**
  (a) Identification of any subcontractors, including any affiliates of the Proponent, to be used in performing the Services. Subcontractors cannot be changed without written approval of the TEC. Where no list of subcontractors is submitted, the Proponent will only use its own forces to perform the services.
  (b) Subcontractors' company name, address, contact name, relationship to the Proponent, and work to be contracted to subcontractor must be provided to the TEC as part of the Proposal.

- **Insurance:**
  Information demonstrating the proponent possesses adequate insurance, given project risks and requirements.

- **Workplace Safety and Insurance Board (WSIB):**
  Information demonstrating registration with the WSIB, as well as demonstrating compliance with all applicable requirements.

2.5 Selection Criteria

Proposals will be evaluated based on the following criteria:

- Approach, work plan and methodology proposed:
    - Does the approach/methodology present a comprehensive, sound approach for accomplishing the requirements of this RFP?
    - Does the proposed approach demonstrate a clear understanding of the boiler market in Ontario?
    - Does the proposed approach/methodology reflect industry best practices associated with determining baseline(s) in a DSM environment?
- Qualification and experience of key project personnel particularly with their experience in commercial hydronic boilers, baseline analysis and C&I programs:
    - Does the proposed team have experience in conducting similar work?
    - Demonstration that the firm has worked with collaborative multi-stakeholder processes. Does the project team demonstrate a sufficient understanding of the Ontario marketplace, regulatory processes and DSM framework?
    - Is the project team's overall capability appropriate?
    - Does the project team include a Professional Engineer with experience in Commercial sized boilers?

- Proposal costs:
    - How cost-effective is the proposal?
    - Is the proponent's cost allocation by task and personnel appropriate when compared to the cost allocation of other comparable proposals and their projected results?
    - Are hourly rates, overhead rates, and total hours reasonable and appropriate for completing each task?

2.6 Queries and Clarifications

- All inquiries or requests for clarification should be submitted electronically by email to the designated contact person. They will be shared with all members of the TEC.
- Only a response to a query that has been incorporated into or issued as an addendum will modify or amend this RFP and, otherwise, responses to queries will have no force or effect whatsoever and shall not be relied upon by any proponent.
- At the discretion of the TEC, responses to one proponent may be provided to all proponents.

2.7 Exclusion and Waiver of Liability

Neither the TEC nor any of its members nor the organizations with which they are associated (collectively referred to as "the TEC group" will have any liability to any person or entity for any damages, including, without limitation, direct, indirect, special or punitive damages, arising out of or otherwise relating to this RFP, including without limitation, (i) any proponent's proposal; or (ii) any compliant or non-compliant, qualified or unqualified submission or participation or involvement in this RFP process; or (iii) acts, omissions or any course of conduct by any members of the TEC group, the primary contact or any agent or representative of the TEC in connection with the conduct of this RFP process.

The waver and exclusion applies to all possible claims, whether arising in contract, tort, equity, or otherwise, including, without limitation, any claim for a breach by any of the TEC group of a duty of fairness or relating to the failure by any of the TEC group to comply with the rules set forth in this RFP. Each proponent has read, understood and agree that this waiver and exclusion of liability is clear and unambiguous and by making its submission it agrees that it has no claim in any way connected to any of the circumstances described in this section or the RFP. The provisions of this section shall survive any cancellation of this RFP and the conclusion of this RFP process.

2.8 Reservation of Rights

The TEC has the right, at their discretion, to change the dates, schedule, deadlines, process and requirements described in this RFP, to accept any Proposal, to reject any or all Proposals, to disqualify any Proponent, to change the RFP process or any of the RFP Documents, to change the limits and scope of the Services, to not accept the lowest price Proposal, to reissue the same RFP or a different request for proposals document in relation to the Services, to seek clarification around any Proposal to waive immaterial defects and minor irregularities in a Proposal, to receive any Proposal after the Proposal Submission Deadline, to cancel this RFP or the Services or to elect not to proceed with the Services for any reason whatsoever, at any time, without incurring any liability or obligation for costs and damages incurred by any Proponent.

The TEC may independently verify any information in any Proposal. The TEC also has the right to disqualify any Proponent and reject the Proposal of any Proponent which has failed to disclose any information that would, if disclosed, materially adversely affect the TEC's evaluation of the relevant Proponent's Proposal.

The TEC may, in its discretion, without liability, cost, or penalty, at any time, reject any Proposal or disqualify a Proponent if, in the judgment of the TEC, such Proposal contains materially false, incorrect, or misleading information or reveals a Conflict of Interest that the TEC is not prepared to waive in its discretion. The provisions of this Section shall survive any cancellation of this RFP and the conclusion of this RFP process.

2.9 No Implied Offer or Binding Commitment

No contract or other binding obligation on the TEC or any member of the TEC group will be implied (by law or otherwise) unless and until the utilities and the Proponent have executed the Services Agreement on terms and conditions acceptable to the utilities.

2.10 Media Release

No news release, advertisements, announcements or other communication pertaining to this RFP, the RFP Documents, the Proposal or the Services will be issued by any Proponent.

2.11 Incurred Costs

The Proponent participates in this RFP process at its sole discretion and risk. The Proponent is solely responsible for all costs of preparing and submitting its Proposal and any other prior or subsequent activity associated with the RFP process, including Proponent presentations, meeting attendance, due diligence and/or contract negotiations, regardless of whether or not the utilities, on behalf of the TEC, enters into a Services Agreement with the Proponent. No honorarium or reimbursement shall be provided to any of the Proponents.

2.12 Governing Law

The relationship of Proponent and the TEC and the members of the TEC group will be governed by the laws of the Province of Ontario and the laws of Canada applicable therein.

2.13 Addenda

The RFP may only be amended by addendum (an “Addendum” and collectively, the “Addenda”) which will become part of the RFP. Clarification or information provided orally by the any member of the TEC group, the Primary Contact or any other person is not binding on the any member of the TEC group and should not be relied on by any Proponent unless a confirming Addendum is issued. Proponents shall submit with their Proposal written confirmation of the receipt of all Addenda during the RFP period.

Section 3 – RFP Information and Instructions

3.1 Title

RFP-002-2015 2015 Hydronic Boilers System Baseline Study.

3.2 Designated Contact Persons for this RFP

Rod Idenouye
Specialist, Demand Side Management
Enbridge Gas Distribution
Tel: 416-753-6603
Email: rodney.idenouye@enbridge.com

Jairo Torres
Senior DSM Technical Evaluator
Union Gas Ltd.
Tel: 416-496-5354
Email: jtorres@uniongas.com

Please submit all questions and other communications regarding this RFP to the designated contacts person listed above. Unless authorized specifically in writing by the designated contact persons, neither the Proponent (nor any representative of the Proponent) shall, directly or indirectly, contact or attempt to contact any director, officer, employee, representative, consultant or agent of the any member of the TEC group, other than the designated contact person, in respect of any aspect of this RFP process or the Proposal. Failure to comply may result in disqualification of the Proponent from further consideration by the TEC.

3.3 Schedule of Activities

Activity	**Due**
Issue Date of RFP	November 10, 2015
Intent to Bid and Conflict of Interest Notice	Noon (EST) November 17, 2015
TEC Eligibility Responses Due	November 24, 2015
Proposal Submission Due Date	5pm (EST) December 4, 2015
Proposal Selection	January 15, 2016
Anticipated Project Start-Up Meeting and Review of Initial Documents	January 29, 2016

The TEC reserves the right to modify this schedule at its discretion.

Potential proponents are required to submit a notification of intent to submit a proposal along with both a statement of conflict or potential conflict of interest and the identification of any financial relationships the proponent (or its subcontractors) has with members of the TEC group by **Noon (EST) on November 17, 2015**. Proponents are advised not to prepare bids until their eligibility has been determined and communicated by the TEC.

For the purposes of this RFP, a conflict of interest exists when there is a professional interest (financial or otherwise) that could hinder your firm in providing objective insight and un-biased direction to the findings or recommendations from this study.

Questions regarding this RFP must be submitted by email to the Designated Contact Person listed in section 3.2 prior to the close of the question period.

3.4 Proposal Submittal Deadline

Proponents are required to submit electronic versions of their proposals to the designated contact persons listed in section 3.2.

The proposal should be submitted in Adobe Acrobat format. An electronic receipt will be sent to those who submit proposals by **5 pm EST on December 4, 2015**.

Late proposals will be rejected.

3.5 Contract Award

The TEC will notify all proponents of the contract award decision by email. The anticipated award date is specified in Section 3.3 Schedule of Activities.

3.6 Anticipated Project Budget

The project budget for this study will be as determined by the TEC after reviewing the proposals submitted in this RFP. For the guidance of the proponents, the preliminary budget for the 2015 Hydronic Boilers System Baseline Study pursuant to this RFP is $TBD CAN.

Applicants are welcome to propose additional study objectives or tasks that could increase the accuracy and/or understanding of research data and how they could be applied to future DSM growth and industry's best practices. All additional activities should be described and priced separately in the response to this RFP