APPENDIX I - NATURAL GAS SUPPLY RFP RESPONSE FORM

## Please answer the following questions. In answering a question, you may refer to other sections or exhibits of your proposal by reference to the page where the information may be found. If the answer to one question appears in the answer to another, you may refer to your other answer. Answers should be sufficiently detailed to make unnecessary any further inquiries by UA.

**Failure to respond completely to any of these questions may result in the entire proposal being rejected.**

**GENERAL INFORMATION:**

Respondent Name:

Respondent Primary Contact:

Name:

Email Address:

Phone Number:

Respondent’s Primary Business Address:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

State of Incorporation: \_\_\_\_\_

Corporate Structure: \_\_\_\_\_

Number of Years in Business: \_\_\_\_\_

Annual Natural Gas Sales: \_\_\_\_\_ MMBtu/Yr.

**CREDIT INFORMATION:**

Please provide information on the supplier’s financial/credit status including any available credit ratings for the Respondent or its parent. If a parent company’s credit rating information is provided, please indicate whether or not the parent company is willing to act as a guarantor on the contract.

Please provide a soft copy of the proposed Respondent’s most recently audited annual or quarterly report if available. If the information is not included, please indicate why it is not available.

If neither audited financials nor Moody’s or S&P credit ratings are available, please provide sufficient financial information for UA to easily evaluate and confirm Respondent’s financial status. UA reserves the right to ask for any additional information it desires to complete its financial evaluation of the supplier.

Credit Guarantor’s Company Name: \_\_\_\_\_\_

Relationship to Respondent? \_\_\_\_\_\_ (Parent company? Self? Other?)

Guarantor’s Credit Rating: \_\_\_\_\_

Rating Agency \_\_\_\_\_

Guarantor’s 2nd Credit Rating: \_\_\_\_\_

Rating Agency \_\_\_\_\_

If a third party, including a parent company, is acting as Respondent credit guarantor as part of their response Respondent shall include a letter from the credit guarantor regarding the guarantee, along with the credit rating information for the guarantor.

**REFERENCES:**

Provide three (3) references that best represent the Respondent’s past performance. These references should primarily come from the projects provided in response to Volume II. Respondents should provide references in narrative form and address each of the bullets below. All points of contact, addresses, telephone numbers, data, fax numbers, etc. should be verified by the Respondent prior to submission as part of Respondent’s proposal. Points of contact must be knowledgeable of past performance from a contractual, managerial, and technical perspective:

Company Name & Location:

Project description

Project Start and End Dates

Approximate Annual Usage (include units)

Product Type (Fixed price, Heat Rate, NYMEX Basis, Index, Etc.)

Point of Contact, Phone, Address, Email Address

Problems Encountered/Corrective Actions Taken

**Supply Information:**

**Forward Price Locks:**

For natural gas pricing options, UA requires the ability to contact the supplier during normal trading hours to lock in pricing for all or part of the volumes for future months based on trading prices at the time of the lock. Please indicate your company’s agreement with this requirement and what degree of flexibility your company is willing to offer (how small of a lock for each month). Any unlocked volumes would be priced based on the NYMEX closing price for the month in question.

Agree\_\_\_\_ Disagree\_\_\_\_\_

Price Lock Size- Gas: \_\_\_\_\_\_\_\_\_\_MMBtu/month

**Invoice Requirements:**

Will your company agree to the following invoicing requirements? If not, please indicate which provisions you will not comply with and the reason for this non-compliance:

Supplier invoices are required to show a breakdown of ALL costs charged and the billing determinants used to calculate the charges. These include, but are not limited to, energy usage, NYMEX hedge volume allocations, separate line-item pricing (not an average), and tax breakout.

Agree\_\_\_\_\_\_ Disagree\_\_\_\_\_\_\_

Supplier invoices should also be FOR ONLY ONE BILLING PERIOD. Invoices that show different billing periods for energy costs and delivery costs on the same invoice will not be acceptable.

Agree\_\_\_\_\_\_ Disagree\_\_\_\_\_\_\_

Supplier must provide an individual invoice for each utility account number. Group invoices will not be accepted unless specifically requested by UA. Supplier account and utility account numbers must be clearly listed on each invoice.

Agree\_\_\_\_\_\_ Disagree\_\_\_\_\_\_\_

Invoice Delivery - All accounts submitted in a paper format (or emailed PDF), with access to the actual invoice copy via the supplier’ web portal.

Agree\_\_\_\_\_\_ Disagree\_\_\_\_\_\_\_

**Natural Gas Incremental Charges**:

UA is requesting that all invoicing be based on actual volumes for each month, not contract volumes or historical volumes with a later true-up of charges on following invoices. Is your company willing to agree to these terms? Note, this is not intended to exclude billing adjustments due to volume adjustments done months after the delivery month.

Agree\_\_\_\_ Disagree\_\_\_\_\_

**Contracting**:

UA is requesting that the base agreement for sale and purchase of natural gas be the NAESB (North American Energy Standards Board) document. Is your company willing to use the NAESB for the base agreement?

Agree\_\_\_\_ Disagree\_\_\_\_\_

If disagree, please provide an example of the base agreement that would be used for the transaction

**Gas Deliveries**

UA is requesting that natural gas is delivered by primary firm transportation, and not secondary firm or interruptible. Is your company able to provide firm transportation for ALL natural gas deliveries?

Agree\_\_\_\_ Disagree\_\_\_\_\_

If disagree, please provide more detail…

During Winter Storm Uri (the weather event during February 2021) some natural gas suppliers called a Force Majeure event. Did your company call a Force Majeure event for any Arkansas customers during that time period?

Yes\_\_\_\_ No\_\_\_\_\_

If Yes, please provide more detail…

**Indicative Pricing**

Please fill out the pricing tables shown in each section below. Please fill them out completely and indicate “N/A” for any contract terms or options that are intentionally left blank.

ALSO, please indicate your company’s agreement or disagreement with the individual product items as needed.

|  |  |  |  |
| --- | --- | --- | --- |
| **Start Date:** | **7/1/2024** | **Account #** | **2185 5696 68** |
| **LDC:** | **Black Hills Energy** | **Meter #** | **BHE436202** |
| **MDQ (MMBtus)** | **2,800** |  |  |
| Proposed Natural Gas Pricing: $/MMBtu | | | |
| Term (Months) | **EGT Index Adder - 100% Swing** | **Basis Adder - 0% Swing** | **Basis Adder - 10% Swing** |
| Supplier adder to Monthly Volumes | Differential Price adder/(discount) to the NYMEX | Differential Price adder/(discount) to the NYMEX |
| **24** |  |  |  |
| **36** |  |  |  |
| **48** |  |  |  |
| **60** |  |  |  |
| **72** |  |  |  |
|  | | | |
| **Incremental Pricing:** | IF Gas Daily Avg Enable Gas East | | |
| **Adder/Discount** |  |  |  |
| **Supplier Notes** |  |  |  |

If applicable, swing volumes for each month should be priced based on the Platt’s Gas Daily Avg. price for the EGT East Index for the delivery month.

Agree\_\_\_\_ Disagree\_\_\_\_\_

Additional Supplier Notes Regarding Swing:

UA is requesting the ability to lock in NYMEX volumes in increments as small as 5,000 MMBtus/month without any volume penalty being added to the NYMEX price at the time of the lock.

Agree\_\_\_\_ Disagree\_\_\_\_\_

*\*\*\*If your firm disagrees, please state what the price adder would be for this sized lock.*

The contract volumes for natural gas are as shown in the table below. The basis pricing requested should be for the monthly Basis Volumes shown in the table.

|  |  |
| --- | --- |
| Month | Volume (MMBtu) |
| July | 43,950 |
| August | 52,543 |
| September | 51,407 |
| October | 54,105 |
| November | 64,985 |
| December | 69,843 |
| January | 77,368 |
| February | 70,877 |
| March | 56,763 |
| April | 49,860 |
| May | 50,080 |
| June | 45,532 |
| Total Annual | 687,313 |