



## MARYLAND DEPARTMENT OF GENERAL SERVICES

# Frequently Asked Questions

## DGS Electricity Supplier Purchasing Program

### **Q: What is the DGS Electricity Supplier Purchasing Program?**

**A:** DGS procures electricity through a periodic Reverse Auction by aggregating thousands of state government and eligible non-state entity electricity accounts to leverage our buying power to secure favorable fixed-rate electricity supplier contracts.

### **Q: Who is Eligible to Partner with DGS to Purchase Electricity Supply?**

**A:** Counties, Municipalities, Non-profits and School Systems are eligible. Please confirm eligibility by visiting the “Who is Eligible?” link on our Energy Purchasing page.

### **Q: When do the New Electricity Supply Contracts start?**

**A:** The New Electricity Supplier Contracts start June 2017. To participate, you must complete the Application Form no later than no later than 5:00 P.M., September 15, 2016.

### **Q: How long do Electricity Supplier contracts last?**

**A:** Contracts can be from 1 year to up to 3 years.

DGS decides the duration of contracts based upon the most favorable rate and timeframe.

### **Q: What is a Reverse Auction?**

**A:** A Reverse Auction is similar to a traditional auction, except interested Suppliers underbid each other within a certain timeframe in an attempt to win State contracts. Once the timeframe for bidding is up, the last and most favorable rate is locked in.

**Q: When does the Reverse Auction take place?**

**A:** DGS will hold the next Reverse Auction between Fall 2016 and Spring 2017. DGS determines the most favorable time to hold the Reverse Auctions based upon electricity supply market conditions.

**Q: When will an Applicant learn which Supplier(s) was selected and what the Rate(s) for the Electricity Supply will be?**

**A:** DGS will notify an Applicant by email of which Supplier was the successful bidder and the price per kilowatt hour (kWh) for the electricity supply within 2 hours of the conclusion of the Reverse Auction.

**Q: What is the Process after an Applicant completes the Application Form?**

**A:** DGS will host a Pre-bid meeting for Interested and Eligible Applicants approximately one month prior to the Reverse Auction. The Applicant will be advised of the date, time and location and may attend in person or by conference call.

**Q: What is the Applicant's responsibility in the Reverse Auction Process?**

**A:** The Applicant may decide to accept the contract term and rate secured by DGS by issuing a Purchase Order or suitable document to the Supplier.

**Q: Can Accounts be added after a contract starts?**

**A:** Yes, accounts may be added to an existing contract for electricity supply. However, the Supplier is not obligated to offer the favorable rate but may offer a higher rate depending upon electricity supply market conditions at the time.

**If you have additional Questions or Concerns, please send an Email to:**  
**[dgs.EnergyPurchasing@maryland.gov](mailto:dgs.EnergyPurchasing@maryland.gov)**