

**Attachment A**  
**(FORM OF OFFER LETTER)**  
(Contractor's Letterhead)

(Insert Date)

Public Service Commission of the District of Columbia  
1325 G Street, NW, 8<sup>th</sup> floor  
Washington, DC 20005

Attn: Kimberly M. Gray  
Contract Specialist

Reference: RFP No. PSC-24-20  
Power Purchase Agreement Independent Monitor  
for PEPCO's Evaluation and Proposal for Standard Offer Services

Dear Ms. Gray:

On behalf of [INSERT NAME OF OFFEROR] (the "Offeror"), I am pleased to submit this proposal in response to the DC Public Service Commission's ("PSC") Request for Proposal (the "RFP") for Power Purchase Agreement ("PPA") Independent Monitor ("IM") for PEPCO's Evaluation and Proposal for Standard Offer Services.

(The Offeror) has reviewed the RFP and the attachments thereto, any addenda thereto, (collectively, the "Proposal Documents") and has conducted such due diligence and analysis as (the Offeror), in its sole judgment, has deemed necessary in order to submit its Proposal in response to the RFP. (Collectively, the Proposal, the Estimated Total Price and the Unit Prices are referred to as the "Offeror's Proposal".)

The Offeror's estimated Proposal price for the Base Year is as follows:

\$ \_\_\_\_\_

**DESCRIPTION**

**BASE YEAR**

Offerors shall submit hourly rates for its proposed key personnel. These hourly rates shall be fixed for the Base Year of the contract.

Key Personnel Name or Labor Category	Hourly Rate	Estimated Number of Labor Hours	Estimated Total Price

Estimated Total Price: \$\_\_\_\_\_

**OPTION YEAR SCHEDULE OF UNIT PRICING**

Offerors shall submit hourly rates for its proposed key personnel in the Option Years. The selected Contractor will be asked to provide an estimate for each option year prior to exercise of an option.

Key Personnel Name or Labor Category	Hourly Rates Option Year 1	Hourly Rates Option Year 2	Hourly Rates Option Year 3

The Offeror acknowledges and understands that the unit prices proposed will remain fixed throughout the term of the contract and are intended to be Offeror's sole

compensation for work under the contract and should include sufficient funding for all the Offeror's costs associated with the work.

The Offeror's Proposal is based on and subject to the following conditions:

1. The Offeror agrees to hold its proposal open for a period of at least one hundred twenty (120) days after the RFP closing date.
2. Assuming the Offeror is selected by the Commission and subject only to the changes requested in paragraph 5, the Offeror agrees to enter into a contract with the Commission on the terms and conditions described in the Proposal Documents within ten (10) days of the notice of the award.
3. Both the Offeror and the undersigned represent and warrant that the undersigned has the full legal authority to submit this Proposal form and bind the Offeror to the terms of the Offeror's proposal. The Offeror further represents and warrants that no further action or approval must be obtained by the Offeror in order to authorize the terms of the Offeror's proposal.
4. The Offeror and its principal team members hereby represent and warrant that they have not: (i) colluded with any other group or person that is submitting a proposal in response to the RFP in order to fix or set prices; (ii) acted in such a manner so as to discourage any other group or person from submitting a proposal in response to the RFP; or (iii) otherwise engaged in conduct that would violate applicable anti-trust law.
5. This Offer Letter Form and the Offeror's Proposal are being submitted on behalf of [INSERT FULL LEGAL NAME, TYPE OF ORGANIZATION, AND STATE OF FORMATION FOR THE OFFEROR].

Sincerely,

By: \_\_\_\_\_

Name: \_\_\_\_\_

Its: \_\_\_\_\_

Date: \_\_\_\_\_