

REQUEST FOR INFORMATION

COLORADO GOVERNOR'S ENERGY OFFICE

I. ADMINISTRATIVE INFORMATION

The Colorado Governor's Energy Office (GEO) is issuing this Request for Information (RFI) to gain an understanding about the market for voluntary carbon offsets, service providers, and consumer and environmental protection standards currently used in the market.

The intent of this information gathering is to conduct a market analysis that may lead to the preparation by GEO of a Request for Proposals (RFP) for the procurement of services to assist in implementing a voluntary carbon offset program.

THIS IS NOT A SOLICITATION FOR SUCH PRODUCTS OR SERVICES

Information that any interested party wishes to submit will be done so voluntarily and with the understanding that this RFI is for information gathering purposes only and is not a formal solicitation. A formal RFP may be issued as a result of, and subsequent to, this RFI. GEO is interested in receiving information from interested parties, including organizations involved in the carbon offset market (project developers, project financiers, offset aggregators, marketers); individuals, businesses or government agencies interested in purchasing carbon offsets; and others interested in this program.

Similarly, cost information, which may be submitted, will be used solely for the purposes of performing a market analysis and establishing a budget for the program. Cost information presented during this information gathering process will not be considered as responsive to any solicitation subsequently issued by GEO.

The information that follows is intended to provide background information and provide GEO's expectations for the voluntary carbon offset program.

A. DISCLOSURE OF RESPONSES

GEO reserves the right for information submitted in response to this RFI to be reviewed by other agencies within the state for purposes of developing the voluntary carbon offset program. Otherwise, the materials submitted in response to this RFI will not be publicly disclosed until such time as a competitive solicitation has been issued and an award has been made by GEO or GEO determines that a competitive solicitation will not be issued. At such time, all materials will be made available for public disclosure with the exception of those materials determined by GEO to be confidential/proprietary (as identified in Section I.B below for information).

B. CONFIDENTIAL/PROPRIETARY INFORMATION

Any restrictions on the use or inspection of material contained within the responses, outside of the process identified in Section I.A above, shall be clearly stated in the response itself. Written requests for confidentiality shall be submitted by the interested party, with its response, along with a justification for considering the material

confidential/proprietary. The interested party must state specifically what elements of the proposal are to be considered confidential/proprietary.

Confidential/proprietary information must be readily identified, marked and packaged separately from the rest of the response. Co-mingling of confidential/proprietary and other information is NOT acceptable. Neither a response, in its entirety, nor responsive cost information will be considered confidential and proprietary. Materials that would not be considered confidential in response to a RFP will NOT be considered confidential for this RFI.

GEO will make a written determination as to the apparent validity of any written request for confidentiality. In the event GEO does not concur with an interested party's request for confidentiality, the written determination will be sent to the interested party. Ref. Section 24-72-101 *et seq*, C.R.S, as amended, Public (Open) Records.

II. INTRODUCTION

A. PURPOSE

GEO is issuing this RFI to gain knowledge and understanding about products, services, and consumer and environmental protection standards for the voluntary carbon market. Information submitted will be used for the purpose of developing a voluntary carbon offset program to support new energy efficiency, renewable energy and greenhouse gas mitigation projects in the state of Colorado.

B. OBJECTIVE

GEO is developing a voluntary carbon offset program to advance the following objectives:

- Develop a funding source for energy efficiency, renewable energy and greenhouse gas mitigation projects in the state of Colorado.
- Provide a mechanism to support Colorado's climate change mitigation objectives.
- Direct revenue to Colorado-based projects from carbon offset sales to corporate, government and individual consumers.
- Leverage community-based and private sector program dollars to increase the number of energy efficiency, renewable energy and greenhouse gas projects throughout the state.

Guiding Principles

- Carbon offsets will be used to co-finance projects in Colorado. GEO will seek projects from a range of technologies, including energy efficiency, renewable energy, and greenhouse gas mitigation projects. Offset projects may include reductions of any of the six greenhouse gases regulated by the Kyoto Protocol (CO₂, CH₄, SF₆, N₂O, PFCs and HFCs), but will be denominated in metric tons of carbon dioxide equivalent (Mt CO₂e).
- The offsets will meet high standards to support the environmental integrity of the product and ensure that carbon offset purchases are truly making an impact. The reductions will be real, measurable and beyond business-as-usual ("additional"). Offsets will be verified/audited by a third-party entity.

- GEO will provide potential consumers with detailed information about projects supported through offset purchases, such as technology type, location, environmental benefits and other details, through its website and program materials.
- The amount of carbon offsets produced by projects will be reviewed annually. Should any projects produce fewer offsets than anticipated, the GEO will provide the funds necessary to cover any shortfall.

III. RFI SUBMISSION INSTRUCTIONS

Interested party RFI responses must be received by 5:00 PM Mountain Time on **November 16, 2007**. Responses may be submitted by email, fax or mail. Responses submitted past the deadline may not be considered. Send responses to:

Sara Graf, Contracts Associate
 Governor's Energy Office
 225 East 16th Avenue, Suite 650
 Denver, CO 80203
 Phone: (303) 866-2326
 Fax: (303) 866-2930
 Email: Sara.Graf@state.co.us

IV. PARTY RFI RESPONSE

A. COMPANY PROFILE

Company Name
 Local Address
 Contact person
 Contact phone number
 Contact email
 Contact website
 Description of company's services/products/mission and experience with carbon offset products

B. INQUIRY

The following questions need to be answered in order for GEO to complete the information gathering exercise. GEO has attempted to limit the number of questions in an effort to reduce the burden on interested parties responding to this RFI. GEO recognizes there may be other pertinent information that GEO has not solicited and requests interested party expertise in providing additional information beyond the specific questions listed here.

GEO requests information about the following:

- 1) Voluntary carbon offset standards which GEO might consider in developing its program.

- 2) Criteria which GEO might consider for evaluating and selecting projects, located in Colorado, from which it may buy carbon offsets.
- 3) Registries which GEO might consider using for this program.
- 4) Qualifications which GEO might consider when selecting a vendor to administer the program.
- 5) Organizations which may develop energy efficiency, renewable energy or greenhouse gas mitigation projects or aggregate carbon offsets from such projects located in Colorado.
- 6) Organizations which would be capable of conducting third party measurement, verification and certification of carbon offset programs.
- 7) Specific greenhouse gas mitigation technologies, projects or programs which would be viable in Colorado and which could produce carbon offsets.
- 8) Standardized greenhouse gas accounting procedures which could be used to determine baseline emissions and offsets produced by specific technologies.
- 9) "Additionality" criteria which GEO could consider in its project selection process.
- 10) Suggested decision making structures for overseeing administration of the program, including recommendations for individuals who might serve in an advisory role, such as on a steering committee, if one were formed.
- 11) Suggested business models which could generate sustainable funding through the generation and sale of carbon offsets.
- 12) Suggestions on the best approach to paying for administration of the program, such as set fees or percentage of revenues.