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**R** CITY OF REYNOLDSBURG *Mayor Brad McCloud*

March 7, 2011

Mrs. Betty McCauley  
Acting Secretary  
The Public Utilities Commission of Ohio  
180 East Broad Street  
Columbus, OH 43266-0573

RECEIVED - BOOKING DIV  
2011 MAR 29 PM 1:43  
PUCO

Re: *In the Matter of the Application of the  
City of Reynoldsburg, for  
Re-Certification as a Governmental Aggregator  
Case No. 03-1024-GA-GAG*

Dear Mrs. McCauley:

Enclosed please find the City of Reynoldsburg's completed **RE-CERTIFICATION APPLICATION FOR GOVERNMENTAL AGGREGATORS**. We have enclosed an original application, notarized and signed by an authorized official and ten conformed copies, including all exhibits, and other attachments.

The material provided includes the following:

- 1) Authorizing ordinance reflecting voter authorization;
- 2) Plan of Operation and Governance;
- 3) Copy of Automatic Aggregation Disclosures;
- 4) Copy of Opt-out Notification;
- 5) Experience statement

Should you have any questions or need additional information, please contact our aggregation program manager, Terry Leach of AMPO, Inc., at [tleach@amppartners.org](mailto:tleach@amppartners.org).

Respectfully submitted,

  
Lucas Haire  
Development Director



Date Received	Renewal Certification Number	ORIGINAL GAG Case Number
		03 - 1024 - GA-GAG

## RENEWAL CERTIFICATION APPLICATION OHIO NATURAL GAS GOVERNMENTAL AGGREGATORS

Please type or print all required information. Identify all attachments with an exhibit label and title (*Example: Exhibit B-1 – Authorizing Ordinance*). All attachments should bear the legal name of the Applicant. Applicants should file completed applications and all related correspondence with the Public Utilities Commission of Ohio, Docketing Division, 13<sup>th</sup> Floor, 180 East Broad Street, Columbus, Ohio 43215-3793.

This PDF form is designed so that you may directly input information onto the form. You may also download the form by saving it to your local disk.

### SECTION A - APPLICANT INFORMATION

#### A-1 Renewal Applicant information:

Legal Name      City of Reynoldsburg  
Address      7232 East Main Street, Reynoldsburg, Ohio 43068  
Telephone No.      614-322-6800      Web site address      [www.ci.reynoldsburg.oh.us](http://www.ci.reynoldsburg.oh.us)  
Current PUCO Certificate Number      03-066G (4)      Effective Dates      May 19, 2009 through May 19, 2011

#### A-2 Contact person for regulatory or emergency matters:

Name      Lucas Haire      Title      Development Director  
Business Address      7232 East Main Street, Reynoldsburg, Ohio 43068  
Telephone No.      614-322-6831      Fax No.           Email Address      [lhaire@ci.reynoldsburg.oh.us](mailto:lhaire@ci.reynoldsburg.oh.us)

#### A-3 Contact person for Commission Staff use in investigating customer complaints:

Name      Lucas Haire      Title      Development Director  
Business address      7232 East Main Street, Reynoldsburg, Ohio 43068  
Telephone No.      614-322-6831      Fax No.           Email Address      [lhaire@ci.reynoldsburg.oh.us](mailto:lhaire@ci.reynoldsburg.oh.us)

#### A-4 Applicant's address and toll-free number for customer service and complaints:

Customer service address      7232 East Main Street, Reynoldsburg, Ohio 43068  
Toll-Free Telephone No.      614-322-6831      Fax No.           Email Address      [lhaire@ci.reynoldsburg.oh.us](mailto:lhaire@ci.reynoldsburg.oh.us)

## SECTION B - APPLICANT AUTHORITY AND AGGREGATION PROGRAM INFORMATION

PROVIDE THE FOLLOWING AS SEPARATE ATTACHMENTS AND LABEL AS INDICATED

- B-1** Exhibit B-1 "Authorizing Ordinance," provide a copy of the adopted ordinance or resolution that reflects voter authorization to form a governmental aggregation program pursuant to Sections 4929.26 and 4929.27 of the Ohio Revised Code.
- B-2** Exhibit B-2 "Operation and Governance Plan," provide a copy of the applicant's plan for operation and governance of its aggregation program adopted pursuant to Sections 4929.26(C) or 4929.27(B) of the Revised Code. The Operation and Governance Plan should include all information pursuant to Rule 4901:1-28-03 of the Ohio Administrative Code.
- B-3** Exhibit B-3 "Automatic Aggregation Disclosure Notification," if the aggregation program provides for automatic aggregation in accordance with Section 4929.26(A) of the Revised Code, provide a copy of the disclosure notification required by Section 4929.26(D) of the Revised Code,
- B-4** Exhibit B-4 "Opt-Out Notice," provide a draft copy of the applicant's opt out notice that comports with the Opt-Out disclosure requirements pursuant to Rule 4901:1-28-04 of the Ohio Administrative Code. (*Ten days prior to public dissemination, the applicant shall docket with the Commission, the finalized Opt-Out notice that provides or offers natural gas aggregation service.*)
- B-5** Exhibit B-5 "Experience," provide a detailed description of the applicant's experience and plan for: providing aggregation services (*including contracting with consultants, broker/aggregators, retail natural gas suppliers*); providing billing statements; responding to customer inquiries and complaints; and complying with all applicable provisions of Commission rules adopted pursuant to Section 4929.22 of the Ohio Revised Code and contained in Chapter 4901:1-29 of the Ohio Administrative Code.

Applicant Signature and Title

  
Lucas Haire, Development Director

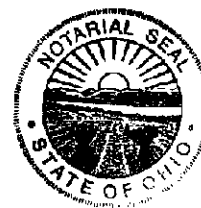
Sworn and subscribed before me this 7<sup>TH</sup> day of MARCH Month 2011 Year

  
Signature of official administering oath

NADINE R. MORSE, NOTARY  
Print Name and Title

My commission expires on

MAY 11, 2014



NADINE R. MORSE  
NOTARY PUBLIC, STATE OF OHIO  
MY COMMISSION EXPIRES

5/11/14



# The Public Utilities Commission of Ohio

Ohio Natural Gas Governmental Aggregation  
Affidavit Form  
(Version 1.07)

In the Matter of the Application of )

City of Reynoldsburg )

for a Certificate or Renewal Certificate to Provide )  
Natural Gas Governmental Aggregation Service in )  
Ohio. )

Case No. 03-1024 -GA-GAG

County of Franklin  
State of Ohio

Lucas Haire, Development Director,

[Affiant], being duly sworn/affirmed, hereby states that:

- (1) The information provided within the certification or certification renewal application and supporting information is complete, true, and accurate to the best knowledge of affiant.
- (2) The applicant will timely file an annual report of its intrastate gross receipts and sales of hundred cubic feet of natural gas pursuant to Sections 4905.10(A), 4911.18(A), and 4929.23(B), Ohio Revised Code.
- (3) The applicant will timely pay any assessment made pursuant to Section 4905.10 or Section 4911.18(A), Ohio Revised Code.
- (4) Applicant will comply with all applicable rules and orders adopted by the Public Utilities Commission of Ohio pursuant to Title 49, Ohio Revised Code.
- (5) Applicant will cooperate with the Public Utilities Commission of Ohio and its staff in the investigation of any consumer complaint regarding any service offered or provided by the applicant.
- (6) Applicant will comply with Section 4929.21, Ohio Revised Code, regarding consent to the jurisdiction of the Ohio courts and the service of process.
- (7) Applicant will inform the Public Utilities Commission of Ohio of any material change to the information supplied in the certification or certification renewal application within 30 days of such material change, including any change in contact person for regulatory or emergency purposes or contact person for Staff use in investigating customer complaints.
- (8) Affiant further sayeth naught.

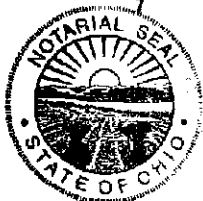
Affiant Signature & Title

Lucas Haire, Development Director

Sworn and subscribed before me this 7TH day of MARCH Month 2011 Year

Signature of Official Administering Oath

Print Name and Title



NADINE R. MORSE  
NOTARY PUBLIC, STATE OF OHIO  
MY COMMISSION EXPIRES  
5/11/14

My commission expires on

MAY 11, 2014

(Ohio Natural Gas Governmental Aggregator Renewal) Page 3 of 3

**EXHIBIT B-1**

**AUTHORIZING ORDINANCE**

ORDINANCE NO. 85-01

PASSED July 9, 2001

Ordinance authorizing the submission to the electors of the City of Reynoldsburg of a proposal to authorize the City to act as an aggregator on behalf of the distribution customers of Columbia Gas of Ohio within the City for the supply of natural gas at the earliest permissible point in time and continuing thereafter, and declaring an emergency.

Whereas, pursuant to Revised Code Chapter 4929, municipalities and others may aggregate customers within their jurisdiction in order to facilitate "customer choice" in the supply of natural gas and to promote lower cost natural gas supplies with the City; and

Whereas, aggregation by the City may permit distribution customers of Columbia Gas of Ohio within the City to realize lower natural gas rates from the collective purchasing of natural gas supplies;

Whereas, the City desires to submit to the electors of the City the question of whether the City should create an aggregation program in accordance with Revised Code Section 4929.26; and

Whereas, this ordinance constitutes an emergency measure providing for the immediate preservation of the public health, safety and financial needs of the city in that opportunities to coordinate aggregation activities with certain suppliers of natural gas supplies may become limited; now, therefore,

Be it ordained by the Council of the City of Reynoldsburg, Ohio:

Section 1. That the City authorizes the submission to the electors of the City at a special election to be held at the usual places of voting of the City on Tuesday, November 6, 2001, of a proposal to authorize the City to act as an aggregator on behalf of customers of Columbia Gas of Ohio within the City for natural gas supplies at the earliest permissible point in time, consistent with all legal requirements and the presence of an opportunity or opportunities to provide benefits to natural gas customers within the City, and continuing thereafter in accordance with Revised Code Section 4929.26 and other requirements of Revised Code Chapter 4929.

Section 2. That the proposed aggregation authorization, upon receiving at least a majority of the votes cast thereon at the November 6, 2001 election, shall become effective immediately upon its adoption, and the City's aggregation program shall thereafter commence in accordance with a plan for operation and governance to be established pursuant to Revised Code Chapter 4929. Under the City's aggregation program, a customer of Columbia Gas of Ohio whose retail natural gas load is located within the City shall automatically be included in the City's aggregation program to the extent that Ohio law permits such inclusion. Service to such natural gas customers under the City's aggregation program will begin at the earliest permissible point in time, consistent with all legal requirements and the presence of an opportunity or opportunities to provide benefits to natural gas customers within the City, and continuing thereafter if not otherwise prohibited by law. Natural gas customers may thereafter be added to

the City's aggregation program as permitted by a plan of operation and governance and other applicable law. Customers in the City's aggregation program shall be served according to one or more supply arrangements as opportunities become available to provide benefits to all natural gas customers within the City or groups of such customers.

**Section 3.** That the Clerk is hereby authorized to promptly forward a certified copy of this ordinance to the Board of Elections of Franklin County, Licking County and Fairfield County

**Section 4.** That the Board of Elections of Franklin County, Licking County and Fairfield County shall cause an appropriate notice to be duly given of the election to be held on November 6, 2001, on the foregoing proposal and otherwise to provide for such election in the manner provided by the general laws of the State of Ohio.

**Section 5.** That the Clerk is hereby authorized to cause the full text of this Ordinance to be published once a week for two consecutive weeks in a newspaper of general circulation published in the City, with the first publication to be made at least fifteen days prior to the special election to be held on November 6, 2001, as provide in Article XVIII, Section 9 of the Ohio Constitution and Section 731.211 of the Ohio Revised Code.

**Section 6.** That it is found and determined that all formal actions of this Council concerning and relating to the passage of this ordinance were passed in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action were in compliance with all legal requirements.

**Section 7.** That the ballot submitting the question of the adoption of the aforesaid proposal shall read as follows:

A majority affirmative vote is necessary for passage.

Shall the City of Reynoldsburg have authority to act as an aggregator on behalf of the natural gas customers of Columbia Gas of Ohio within the City at the earliest permissible point in time and continuing thereafter?

**FOR THE CITY OF REYNOLDSBURG ACTING AS AN AGGREGATOR ON  
BEHALF OF NATURAL GAS CUSTOMERS OF COLUMBIA GAS OF OHIO  
WITHIN THE CITY**

**AGAINST THE CITY OF REYNOLDSBURG ACTING AS AN  
AGGREGATOR ON BEHALF OF NATURAL GAS CUSTOMERS OF  
COLUMBIA GAS OF OHIO WITHIN THE CITY**

**Section 8.** That this ordinance is hereby declared to be an emergency measure and, provided it receives the affirmative vote of two-thirds of all the members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

Bradley L. McCloud, President of Council

ATTEST: Nancy C. Frazier  
Nancy C. Frazier, Clerk of Council

APPROVED: Robert L. McPherson DATE 7/11/01  
Robert L. McPherson, Mayor

CERTIFICATE

I, Nancy C. Frazier, Clerk of Council, City of Reynoldsburg, Ohio do hereby certify the foregoing to be a true and correct copy of Ordinance No. 85-01 as passed by Council of said City on the 9th day of July 2001 and as recorded in the Record of Proceedings of said Council.

Nancy C. Frazier  
Nancy C. Frazier, Clerk of Council

Filed with Mayor: 7-11-01

Published: \_\_\_\_\_



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**EXHIBIT B-2**

**OPERATION AND GOVERNANCE  
PLAN**

**Ordinance No. 12-03**

Passed: March 10, 2003

**AN ORDINANCE TO APPROVE THE PLAN OF OPERATION AND GOVERNANCE FOR THE CITY OF REYNOLDSBURG'S NATURAL GAS AGGREGATION PROGRAM.**

Whereas, pursuant to Chapter 4929 of the Ohio Revised Code, to facilitate competitive retail natural gas service to promote natural gas savings, lower cost of natural gas supplies, and other benefits, certain governmental entities may aggregate certain natural gas consumers within their jurisdiction; and

Whereas, on November 6, 2001, the electors of the City of Reynoldsburg approved the City's plan to create an aggregation program for customers located within the boundaries of the City of Reynoldsburg; and

Whereas, Revised Code 4929.26(C) requires a governmental entity interested in the automatic registration of customers under governmental aggregation, subject to customer rights to "opt-out" of such an aggregation, to adopt a plan of operation and governance for its aggregation program; now, therefore,

**BE IT ORDAINED BY THE COUNCIL OF THE (CITY/VILLAGE):**

**Section 1.** That this Council hereby adopts the City of Reynoldsburg's Plan of Operation and Governance, (attached hereto and incorporated herein by reference as Exhibit A) for the implementation and administration of the City's municipal gas aggregation program in accordance with Revised Code 4929.26(C).

**Section 2.** That upon adoption by Council this ordinance shall be in effect thirty days following signature by the Mayor.

~~Robert L. McPherson, President of Council~~

Sarah Cannella, President Pro Tempore of Council

ATTEST: Nancy C. Frazier  
Nancy C. Frazier, Clerk of Council

APPROVED: Robert L. McPherson DATE 3/17/03  
Robert L. McPherson, Mayor

**CERTIFICATE**

I, Nancy C. Frazier, Clerk of Council, City of Reynoldsburg, Ohio do hereby certify the foregoing to be a true and correct copy of Ordinance No. 12-03 as passed by Council of

said City on the 10th day of March 2003 and as recorded in the Record of Proceedings of said Council.

Nancy C. Frazier  
Nancy C. Frazier, Clerk of Council

Filed with Mayor: 3-14-03

Published: \_\_\_\_\_

Exhibit "A"  
Ordinance 12-03

# CITY OF REYNOLDSBURG

## PLAN OF OPERATION AND GOVERNANCE FOR MUNICIPAL OPT-OUT NATURAL GAS AGGREGATION

ADOPTED BY CITY COUNCIL

(March 10, 2003)

and amended

(April 11, 2005)

(Ordinance No. 28-05)

## **Overview**

At the November 6, 2001 general election, local residents authorized the City of Reynoldsburg (the City) to create a municipal opt-out natural gas aggregation program (the Aggregation Program) in compliance with Section 4929.26 of the Ohio Revised Code. Under the opt-out natural gas aggregation program, all eligible natural gas consumers within the City's corporation limits will be automatically included in the Aggregation Program initially. However, all consumers will also be given the opportunity to opt-out or decline participation in the Aggregation Program as detailed herein.

The City's purpose in creating the Aggregation Program is to represent local consumer interests in emerging competitive natural gas markets by aggregating natural gas loads within the City's corporation limits (including municipal facilities) and negotiating affordable, reliable natural gas supplies and other related services on behalf of local consumers. The City may pursue this purpose individually or in cooperation with other entities.

Many small commercial and residential natural gas consumers lack the leverage to effectively negotiate natural gas supply rates and services. A governmental aggregation program provides them with an option for professional representation and the bargaining power of a larger, more diverse consumer group that may be more attractive to suppliers, allowing them to effectively participate in the competitive process and achieve benefits.

## **1. Description of Services**

The Aggregation Program is designed to reduce the amount a consumer pays for natural gas energy, and to gain other favorable economic and non-economic terms in service contracts. The City will not buy and resell natural gas, but will represent collective consumer interests to set terms and conditions for service. Through a negotiation process, the City will develop a contract with a Competitive Retail Natural Gas Services Provider (CRNGS Provider) or Providers for firm all-requirements natural gas service. Once the contract has been finalized, it will be submitted to the Reynoldsburg City Council for approval.

The Aggregation Program covers the natural gas supply portion only of a participant's natural gas bill. Columbia Gas of Ohio (COH) will continue to deliver natural gas to Aggregation Program participants' homes and businesses through its natural gas distribution system as a monopoly function regulated by the Public Utilities Commission of Ohio (PUCO). COH will also continue to install, operate and maintain its system of pipelines, Rights of Way, meters and other natural gas distribution components. Aggregation Program participants should continue to call COH if their natural gas is interrupted or if they have billing questions. The PUCO will continue to oversee COH natural gas safety and reliability service standards.

Oversight of the Aggregation Program will be the responsibility of the Development Director, who shall report to the Mayor. The Development Director, subject to City Council approval, will have the authority to develop specifications for the Aggregation Program, to appoint an Aggregation Program Manager, and to select, hire and manage the CRNGS Provider. The CRNGS Provider and the Aggregation Program Manager will work under the direction of the Development Director with the advice and counsel of the City Attorney.

Due to the complexity of the natural gas utility industry and the uncertainties of its associated restructuring activities, the Development Director may contract with a consultant or consultants to provide the necessary expertise to represent the City's interest in legislative and regulatory matters and/or to serve as the Aggregation Program Manager. Such services may include, but are not limited to, facilitating consumer enrollment and opt-out, assisting with consumer education, addressing consumer questions and concerns, providing reports on program operation, enrollment and savings, negotiating future CRNGS Provider contracts, and representing the City in dealings with CRNGS Providers, COH, the Ohio Legislature, the PUCO and the Ohio Consumer's Counsel (OCC).

The City deems any and all information related to an eligible customer to be confidential and proprietary trade secret information. The CRNGS Provider shall keep all eligible customer information provided to it by the City or COH in supplying eligible customers within the City's corporation limit confidential and shall not disclose such information to any third party, unless such disclosure is required to serve any eligible customer, the third party agrees to keep such eligible customer information confidential, and the City consents to the disclosure of such information to the third party.

The City will require any CRNGS Provider to disclose any subcontractors that it uses in fulfillment of the services described herein.

The CRNGS Provider will provide a local or toll free telephone number for participant questions and concerns about enrollment, opt-out provisions, billing and other Aggregation Program issues.

The CRNGS Provider will develop internal controls and processes to help ensure that the City remains in good standing as a governmental aggregator that complies with all laws, rules and regulations regarding the same as they may be periodically amended.

Natural gas service reliability is an essential to Aggregation Program participants. The City will strive to provide high-quality service and reliability through provisions of the CRNGS Provider contract, through traditional proceedings related to COH distribution services; and through direct discussions with COH concerning specific or general problems related to quality and reliability of its distribution system.

If for any reason a CRNGS Provider fails to provide uninterrupted service, the City will attempt to acquire an alternative natural gas supply. If this attempt fails, participants will default to COH established tariff rates. In no case will participants be without natural gas as the result of the CRNGS Provider's failure to provide uninterrupted service. The City will seek to minimize this risk by contracting only with reputable CRNGS Providers that demonstrate reliable service. The City also intends to include conditions in its CRNGS Provider contract that will indemnify participants against risks or problems with natural gas supply service and price.

All Aggregation Program participants shall enjoy the protections of law afforded to consumers as they currently exist or as they may be amended from time to time. These include rights to question billings or service quality or service practices. All program participants shall also enjoy the individual right to decline participation in the Aggregation Program subject to the terms and conditions contained herein.

All Aggregation Program participants will be treated equitably. They will be guaranteed the right to raise and resolve disputes with the CRNGS Provider, be provided all required notices and information; and always retain the right to opt-out of the Aggregation Program or switch suppliers subject to the terms and conditions contained herein.

All consumers within the City's corporation limits shall be eligible to participate in the Aggregation Program subject to the terms and conditions described herein, Ohio law, PUCO rules and regulation governing natural gas service, and COH approved tariffs.

Service under the Aggregation Program shall include all eligible customer classes in adherence with universal service principles and requirements, and the traditional non-discriminatory practices of local government. CRNGS Provider contracts shall contain provisions to maintain these principles and equitable treatment of all customer classes.

Low-income consumers shall remain subject to all provisions of Ohio law and PUCO rules and regulations as they may be amended from time to time regarding their rights to return to COH General Service and participation in the Aggregation Program.

The City developed this Plan of Operation and Governance in compliance with Ohio law regarding municipal opt-out aggregation of natural gas consumers, including two public hearings prior to its adoption.

The Reynoldsburg City Council shall approve through resolution or ordinance the Aggregation Program's Plan of Operation and Governance in accordance with Ohio Revised Code Section 4929.26. Amendments to the Plan of Operation and Governance may be subject to Reynoldsburg City Council approval and filing with the PUCO.

After adoption of the Plan of Operation and Governance, the City will file with the PUCO for governmental aggregator certification and also register as a governmental aggregator with COH.

Aggregation Program participants are subject to the same standards and responsibilities as other natural gas consumers, including payment of billings and access to metering and other equipment necessary to carry out utility operations.

The Aggregation Program may be discontinued upon the termination or expiration of the CRNGS Provider contract without any extension, renewal or subsequent contract being executed. In the event of Aggregation Program termination, each participant will receive notification at least 60 days prior to such program termination and could return to COH General Service Rate or select another approved CRNGS Provider.

## **2. Determination of Rates**

The City will not buy and resell natural gas to Aggregation Program participants. The City will aggregate natural gas loads within the City's corporation limits including municipal facilities. Through a competitive selection process, the City will develop and negotiate a contract with a CRNGS Provider or Providers for firm, all-requirements service. The contract will contain mutually agreeable price terms for affordable, reliable natural gas supplies and other related services. The City may pursue this purpose individually or in cooperation with other entities. Contracts will be monitored by the City on behalf of consumers.

CRNGS Providers will supply information on natural gas supply charges by COH customer rate classification or other appropriate pricing category as approved by the City. All natural gas supply charges will be fully and prominently disclosed in consumer enrollment materials and will be subject to approval by the Reynoldsburg City Council.

The City will contract only with a CRNGS Provider or Providers that meet at a minimum the following criteria:

1. Certified CRNGS Provider by the PUCO
2. Registered with COH
3. Have a service agreement under COH Gas Transportation Service Tariff
4. Successfully completed Electronic Data Interchange (EDI) computer system testing with COH and that CRNGS Provider's EDI computer system is capable of effectively processing Aggregation Program EDI transactions in a timely manner
5. Meet standards of creditworthiness established by the City
6. Have a customer call center capable of effectively handling participants' questions, concerns and disputes in a timely manner using a toll-free telephone number
7. Hold the City harmless from any financial obligations arising from offering natural gas and/or energy-related services to Aggregation Program participants

The CRNGS Provider's contract will run for a fixed term (i.e., one to five years) and contain all pricing, charges, switching fees, etc. in clear and easily understood terms, and it will include a sales tax instead of a gross receipts tax.



The CRNGS Provider's rates will include an administrative fee, which shall (if implemented) be collected on behalf of the City to fund the implementation and administration of the City's Aggregation Program. The administrative fee will be adjusted annually to cover the City's cost of administering the program. The fee will be reviewed annually to ensure that the amounts collected do not exceed the cost of administering the aggregation program.

COH assigns customer rate classifications, character of service and associated regulated rates subject to PUCO approved tariffs. In addition to the CRNGS Provider's gas service charges, consumers will continue to be billed for COH service and delivery charges. Although the City may participate in regulatory proceedings and represent the interests of consumers regarding these regulated rates, it cannot assign or alter customer rate classifications.

### **3. Plan for Providing Opt-out Notice**

Initially, each eligible consumer within the City's corporation limits will be automatically included in the Aggregation Program. However, prior to actual enrollment, each consumer will receive a notice from the City detailing the Aggregation Program's rates, terms and conditions.

Each consumer will then have a 21-day period to opt-out of or decline to participate in the Aggregation Program without charge. Consumers opting out of the program will remain on Columbia Gas of Ohio's (COH) established tariff rates until such time as they select an approved CRNGS Provider. A similar opt-out period will be offered every two years during which time consumers can leave the Aggregation Program without paying a switching an early termination fee.

### **4. Process for Determining the Pool of Customers**

After contract approval by the Reynoldsburg City Council, the CRNGS Provider will work with the City and COH to identify all eligible consumers within the City's corporation limits.

All eligible consumers will be notified of the rates, charges and other terms and conditions of participation in the Aggregation Program and that they will be automatically enrolled in the Aggregation Program unless they "opt out" or decline participation in the program. Consumers will be given a 21-day period in which to notify the City that they wish to opt out or decline participation in the Aggregation Program.

After the initial 21-day opt-out period has elapsed, all eligible consumers who have not notified the City of their desire to opt out of the Aggregation Program will be enrolled by the CRNGS Provider at the earliest date practicable.

Consumers enrolled in the Aggregation Program by the CRNGS Provider will receive a letter from COH notifying them of their enrollment. Consumers will have seven calendar days to notify COH of any objection to their enrollment in the Aggregation Program. COH will notify the CRNGS Provider of consumer objections or any reason that a consumer was not enrolled in the Aggregation Program.

Customers who meet the following criteria will become Members of the aggregation program:

- Are not currently buying gas from another supplier;
- Are up to date with their bill payments;
- Have not opted out of the program;
- Currently have service with COH;
- Are classified as non-mercantile;
- Have not exercised their right of rescission, or;
- Are not on the Percentage of Income Payment Plan (PIPP).

New members may opt into the Program upon contract expiration with an alternate supplier. These members will need to contact the CRNGS Provider for enrollment information. The CRNGS Provider has a right of refusal in accordance with criteria described in this plan.

The CRNGS Provider will build and maintain a database of all Aggregation Program participants. The database will include the name, address and COH account number and may include other pertinent information as agreed upon by the City and the CRNGS Provider. Such information may include the CRNGS Provider's account number (if different from COH account number), rate code, rider code (if applicable), most recent 12 months of natural gas consumption, and meter reading cycle. The Aggregation Program database will be updated at least quarterly. The City will have the right to access information in the database for purposes of auditing.

The CRNGS Provider will report to the City the status of Aggregation Program enrollment on at least a monthly basis.

Participants who wish to leave the Aggregation Program may do so:

- During the initial 21-day opt-out period;
- During the seven day rescission period;
- During subsequent opt-out period offered by the City at least every two years;
- At any other time; however e-switching an early termination fee may be assessed.

In addition to the initial 21-day opt-out period described above, each participant will be given an opportunity to opt out of the Aggregation Program every two years without paying an early termination fee. Consumers who choose to opt out of the Aggregation

Program at any time other than during the initial 21-day opt-out period or during subsequent opt-out periods offered by the City may be subject to an early termination fee.

Any consumer who opts out of the Aggregation Program will be returned to COH established tariff rates until such time as the consumer selects another approved CRNGS Provider.

#### **5. Customer Billing Procedures**

The City plans to utilize COH consolidated billing service in which each consumer account receives one bill itemizing the CRNGS Provider's natural gas supply charges and COH delivery, transition and other PUCO-approved charges. The billing statement will be consistent with applicable PUCO rules and regulations. The City will consider other billing options, including CRNGS Provider consolidated billing, if and when they become available and if it appears advantageous to do so.

#### **6. Credit and Deposit Policies**

Collection, credit and deposit procedures remain the responsibility of the Local Utility, the selected supplier and the individual member. Members are required to remit and comply with the payment terms of the local utility. This program will not be responsible for late or no payment on the part of any of its members. The Municipality will have no separate credit or deposit policy. The selected supplier shall not charge more than 1 ½ percent per month for overdue balances owed to the selected supplier.

#### **7. Governmental Aggregator's Customer Service Procedures and Dispute Resolution**

The Aggregation Program only impacts the source of natural gas supply. COH will continue to deliver the natural gas purchased through the Aggregation Program to participants' homes and businesses through its natural gas distribution system. Participants with question or concerns regarding service delivery or safety, such as a natural gas outage or odor of gas should continue to contact COH at 800-344-4077. Meter reading or other billing questions should also be directed to COH at the same number. Questions regarding Aggregation Program enrollment or opting out should be directed to the CRNGS Provider. General questions and concerns should be directed to either the office of the Development Director, City of Reynoldsburg, or Robert Simmers at AMPO, Inc. Disputes unresolved by the aforementioned parties, should be directed to either the Ohio Consumer's Counsel or the Public Utilities Commission of Ohio. The following table gives toll-free telephone numbers for use by consumers.

Question or Concern	contact	Telephone Number
Natural gas outage or interruption	COH	800-344-4077
Turn natural gas on or off	COH	800-344-4077
Meter reading/billing	COH	800-344-4077
To enroll in or opt-out of the Aggregation Program	CRNGS Provider – <u>Interstate Gas Supply</u> <u>Hours: Mon – Fri: 8:00 AM – 5:00 PM</u>	800 280-4474
Aggregation Program Questions or concerns	AMPO, Inc.	800-305-1066/14 337-6272 gslone@amp-ohio.org
Unresolved disputes (residential customers)	Ohio Consumer's Counsel	877-742-5622 occ@occ.state.oh.us
Unresolved disputes (all customers)	Public Utilities Commission of Ohio	(800)-686-7826 (voice) (800)-686-1570 (TDD)

#### **8. Members Moving Into/Within the Aggregation (New Account Number)**

Consumers who move into the City after the initial opt-out period will be not be automatically included in the Program, but will be afforded an opportunity to enroll. However, the City cannot guarantee that the rates, terms and conditions to consumers enrolling in the Aggregation Program after the initial 21-day opt-out period will match those of the initial enrollees.

The same rule will apply to participants who move within the City after the initial opt-out period, if they are given a new account number by COH. That is, they will not be automatically include in the Program, but will be given an opportunity to re-enroll under a new set of rates, terms and conditions.

#### **9. Members Moving Within the Aggregation (Same Account Number)**

Participants who relocate within the City limits and retain the same COH account number, will be allowed to continue in the Aggregation Program at their new location

under the same terms and conditions as at their former location, subject to any switching fees imposed by COH.

#### **18. Joining the Program at a Later Date (Opting-In)**

Residents of the City who initially choose to opt-out of the Program, for whatever reason, and wish to enroll at a later date, will be treated the same as a new resident. That is, they will not automatically become part of the existing program, but will be given an opportunity to enroll. However, the City cannot guarantee that rates, terms and conditions to consumers enrolling in the Aggregation Program after the initial 21-day opt-out period will match those of the initial enrollees.

#### **DEFINITIONS**

##### ***Aggregation***

Combining the natural gas loads of multiple customers for the purposes of supplying or arranging for the supply of competitive retail natural gas service to those customers.

##### ***Aggregation Program Manager***

The person or entity designated by the City to oversee the operation and management of the City of Reynoldsburg's Municipal Natural gas Aggregation Program.

##### ***Competitive Retail Natural Gas Service (CRNGS)***

A component of retail natural gas service deemed competitive under the Ohio Revised Code or pursuant to an order of the PUCO. This includes but is not limited to the services provided by competitive retail natural gas service providers, natural gas marketers, aggregators and governmental aggregators.

##### ***Competitive Retail Natural gas Service Provider (CRNGS Provider)***

A person or entity certified by the PUCO and registered with COH who supplies or offers to supply a competitive retail natural gas service over the COH natural

gas distribution system. This term does not apply to COH in its provision of standard offer natural gas service.

***Consumer***

Any person or entity that is an end user of natural gas and is connected to any part of COH natural gas distribution system within the City of Reynoldsburg's corporation limits.

***Delivery Charge***

Charge imposed by COH for delivering natural gas to a consumer's home or business. The charge includes meter reading, billing, transition costs, maintaining natural gas system reliability and responding during emergencies and outages (also called the distribution charge).

***Distribution***

Delivery of natural gas to a home or business through COH owned pipelines, meters and other equipment. COH distribution system operations will remain regulated by the PUCO.

***Governmental Aggregator***

An incorporated village or city, township or county acting as an aggregator for the provision of a CRNGS under authority conferred under Section 4928.20 of the Ohio Revised Code.

***Mercantile Customer***

A customer that consumes, other than for residential use, more than five hundred thousand cubic feet of natural gas per year at a single location within the state; or a customer that has three or more location within the state that consume natural gas, other than for residential use.

***Natural Gas Related Service***

Service directly related to the consumption of natural gas at a consumer's home or business. This may include, but is not limited to, the installation of metering, remote reading indices, regulation; the maintenance, repair or replacement of

appliances and other energy-consuming devices at a consumer's premises, and the provision of energy consumption measurement and billing services.

*Natural gas Supply Charge*

All charges related to the acquisition of natural gas by the CRNGS Provider, and its delivery to the City's distribution system.

*Ohio Consumers' Counsel (OCC)*

The Ohio Consumers' Counsel (OCC), established by the Ohio Legislature in 1976, represents the interests of Ohio's four million residential utility customers served by investor-owned utilities in proceedings before the PUCO, other regulatory agencies and in the courts. The OCC also educates consumers about utility issues and resolves complaints individuals have with investor-owned utility companies.

*Participant*

A consumer enrolled in the City of Reynoldsburg's Municipal Natural gas Aggregation Program.

*Public Utilities Commission of Ohio (PUCO)*

The state agency charged with assuring all consumers (residential commercial and industrial) served by investor-owned utilities have access to adequate, safe, and reliable utility services at fair prices. The PUCO regulates a wide variety of investor-owned utilities, including natural gas, electricity, pipeline, heating/cooling, local telephone, long distance telephone, waterworks, wastewater, railroad, household goods carriers, water transportation, hazardous materials carriers, and commercial transportation carriers.

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**EXHIBIT B-3**

**AUTOMATIC AGGREGATION  
DISCLOSURE**



**EXHIBIT B-4**

**OPT-OUT NOTICE**



P.O. Box 8080 Dublin, OH 43017 | [www.igsenergy.com](http://www.igsenergy.com) | Fax: 1-800-584-4838



SAMPLE

Dear City of Reynoldsburg Resident:

Thank you for your participation in The City of Reynoldsburg natural gas governmental aggregation program. We are pleased to announce that The City of Reynoldsburg has again chosen Interstate Gas Supply, Inc. (IGS) as your supplier of gas for the next 12 month period.

As you may recall, Reynoldsburg City Council passed ordinance No. 85-01 on July 11, 2001 adopting this program after Reynoldsburg voters approved the implementation of the program. The aggregation program for Reynoldsburg will renew again with your January 2008 billing period and end with your December 2008 billing period.

You will be automatically enrolled in Reynoldsburg's Natural Gas Aggregation Program unless you choose to "opt out" - that is, affirmatively choose to not participate. If you want to be excluded from the City of Reynoldsburg Natural Gas Aggregation Program, you must return the enclosed "Opt-Out" Form or contact IGS at 1-800-280-4474 by December 12, 2007. If you do not cancel or opt-out at this time, you will be re-enrolled in the program until it expires with your December, 2008 billing period.

Your new rate under this program is guaranteed to be at least \$0.035 per CCF below Columbia's Gas Cost Recovery ("GCR") charge each month. Since Columbia's GCR rate will vary monthly your rate will also vary but is guaranteed to always be lower than Columbia's rate.

After your December, 2008 billing period, if your community and IGS decide to continue this program, you will continue on the program through your December 2009 billing period unless you choose to cancel. There is no cost to enroll. There is no cost to cancel. Please refer to the attached Terms and Conditions for full details of this offer.

Under this aggregation, Columbia will continue to maintain the pipeline system that delivers natural gas to your home or business. You will continue to receive a single bill from Columbia for your natural gas service and it will include your new gas supply charge from IGS. You will still contact Columbia regarding loss of gas service, odor of gas, or for any other concerns or issues having to do with your local service. Budget billing and automatic billing options will continue to be available through Columbia.

If you have any questions please call IGS at 1-800-280-4474, weekdays, from 8:00 a.m. to 8:00 p.m. EST. For general information on natural gas deregulation in Ohio, you can also visit the Web Site of the Public Utilities Commission of Ohio ([www.PUCO.ohio.gov](http://www.PUCO.ohio.gov)).

Sincerely,

The City of Reynoldsburg and IGS

*P.S. Remember to return the "Opt-Out" form only if you do not want to participate in the City of Reynoldsburg Natural Gas Aggregation Program.*

If the home or small business for which you have received this letter is not located within the City limits of Reynoldsburg, you have received this letter in error. Please contact Interstate Gas Supply at 800-280-4474 to be removed from the aggregation list.

**You are not eligible to participate in this program if you are currently enrolled in the PIPP program.**

Tear along dotted line -----

<b>OPT-OUT Form</b>		<b>I wish to opt out of the City of Reynoldsburg Natural Gas Governmental Aggregation Program</b>	
<b>Opt-Out Res CDH GS 1208-09</b>			
12-digit account number as it appears on your current natural gas bill:			(Check box to opt out.)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
Name (Please Print) _____			
Street Address _____			
City/State/Zip _____			
Phone Number _____			
Signature (Required) _____			

**Term:** The term of this government aggregation program (Program) will begin with the January 2008 billing cycle and will continue through my December 2008 billing cycle unless this program is extended by my governmental aggregator. In which case, the program will continue through my December, 2009 billing cycle. Interstate Gas Supply, Inc. (IGS) will supply the commodity portion of my natural gas and Columbia Gas of Ohio (COH) will continue to be my Natural Gas Distribution Company (NGDC). I can contact the IGS choice department by phone at 1-800-280-4474, by fax at 614-923-0470, in writing at P.O. Box 9080, Dublin, OH 43017, or through their web site at <http://www.igsenergy.com>.

**Regulatory:** The NGDC's choice program and my governmental aggregator (e.g., municipality) are subject to ongoing Public Utilities Commission of Ohio (PUCO) jurisdiction, and I understand that if the choice program or this Program is terminated, this Agreement may be terminated, without penalty to either party.

**Billing:** For my convenience I will receive only one bill, which will be issued by the NGDC each month and will contain IGS' gas price, plus applicable taxes and all of the NGDC's transportation and other applicable charges, including any late fees assessed by the NGDC. I agree to continue to pay the NGDC for the entire gas bill under the NGDC's payment terms and conditions. If I pay under the budget bill payment plan, I understand that this service is available and will remain available. IGS reserves the right to issue an invoice to me directly; such invoice would contain IGS' gas price plus applicable taxes and may also include all of the NGDC's transportation and other applicable charges. IGS may terminate this Agreement with 14 days written notice if I fail to pay the bill or meet any other agreed-upon payment arrangements. The NGDC may also disconnect my service without first returning me to the NGDC service if I fail to pay for my invoices on time, subject to the NGDC Tariff and Ohio law. IGS has the right to charge me a late fee of 1.5% per month for all past-due amounts owed if IGS invoices me separately. I may request, at no charge, up to 24 months of my payment history for services rendered by IGS. Other than for operation, maintenance, assignment and transfer of my account or, where IGS is performing billing services, for commercial collection, IGS will not disclose my account number without my affirmative written consent or electronic authorization or pursuant to a court or Commission order and that, other than for credit checking and credit reporting, if IGS is performing billing services, IGS will not disclose my social security number without my affirmative written consent or pursuant to a court order. I authorize IGS to obtain my billing payment and usage history from the NGDC.

**Contact and Dispute Resolution:** In the event of a billing dispute or issue regarding volume or metering, I should contact the NGDC at the number listed on their bill. For other questions or concerns about pricing, I can contact the IGS choice department by phone weekdays from 8:00 a.m. to 5:00 p.m. EST at 1-800-280-4474, by fax 614-923-0470, in writing at P.O. Box 9080, Dublin, OH 43017, or through their web site at [www.igsenergy.com](http://www.igsenergy.com). Also, I can contact IGS through e-mail at [choice@igsenergy.com](mailto:choice@igsenergy.com). If my questions or concerns are not resolved after I have called IGS, or for general utility information, residential and business customers may call the PUCO toll free at 1-800-686-7826 or for TDD/TTY toll free at 1-800-686-1670, from 8:00 a.m. to 5:30 p.m. weekdays, or visit the PUCO website at [www.puco.ohio.gov](http://www.puco.ohio.gov). The Ohio Consumers Council (OCC) represents residential utility customers in matters before the PUCO. The OCC can be contacted toll free at 1-877-742-6622 from 8:00 a.m. to 5:00 p.m. weekdays, or visit [www.pickcc.org](http://www.pickcc.org).

**Jurisdiction:** The parties agree that if the customer is unable to resolve its issues through the PUCO as detailed under "Contact and Dispute Resolution" above, or if suit is filed, any legal action involving this Agreement will be brought only to the PUCO, a court of the State of Ohio sitting in Franklin County, Ohio, or the United States District Court sitting in Franklin County, Ohio. I submit to the personal jurisdiction in such courts and irrevocably waive any objections that I have or might have in the future to such courts as the proper forum for any and all actions arising under this Agreement. The parties agree that this Agreement will be interpreted under the laws of the State of Ohio, regardless of Ohio's choice of law provisions.

**Price:** My price will be calculated each month to be at least \$0.035 per CCF less than COH's Gas Cost Recovery ("GCR") each month. I will be responsible for all applicable taxes and all charges assessed by COH for gas transportation and all other applicable charges and adjustments by COH for delivery of gas including any applicable surcharging fees that may apply under COH's tariff.

**Renewal:** If the governmental aggregator chooses to renew this Program through my December 2008 billing cycle then I will be notified of the renewal along with any material changes to the Program and I will automatically continue on the program through my December 2008 billing cycle, unless I cancel my participation in the program as provided below. If the governmental aggregator chooses not to renew this Program then the Program will terminate with my December 2008 billing cycle. The governmental aggregator will provide me an opportunity not less frequently than every two years, beginning with the commencement date of the program, to opt-out of the Program without penalty, as long as the Program continues.

**Rescission Period:** I understand that if I am new to the program the NGDC will send me a confirmation notice of transfer of service and that I will have seven days from the confirmation postmark date to rescind my enrollment with IGS. If I want to rescind, I should contact the NGDC in writing or by calling them at the number listed on the confirmation notice. If I currently participate in the program the NGDC will send not send notice of transfer of service. If I do not otherwise rescind, I understand that as part of a government opt-out aggregation, I will be included in the Program unless I notify IGS within 21 days of the postmark date of this notice that I do not wish to be included. I can notify IGS by contacting IGS by telephone or in writing as indicated under "Contact and Dispute Resolution" above, or by completing an opt out mail-back form and sending it to IGS.

**Cancellation:** I may cancel this Agreement, with no charge to me, at any time during the applicable 7-day rescission period or within 21 days of the initial notice date of the Program. I will also be permitted to cancel my enrollment in the Program, with no fee, during each two year renewal period as described above. At any other time, either party may cancel this Agreement during the term of this Program by giving thirty days notice to the other. If I switch my services back to the NGDC or another supplier, this Agreement will be terminated. I acknowledge that if I return to the NGDC, I may be charged a price other than the GCR rate and a switching fee may apply.

**Assignment:** This contract is assignable by IGS without my consent, subject only to any regulatory approvals. IGS will use its best efforts to give the NGDC and me thirty days written notice prior to any assignment.

**Moving:** If I move to another address outside of the NGDC's service territory, this Agreement will automatically terminate with no penalty to either party. If I move to another address within the NGDC service territory, either party may terminate this Agreement with no penalty. However, if I relocate within the NGDC service territory and I do not cancel, I agree that IGS may, at its option, automatically continue this Agreement at my new address under my new NGDC account number, and I hereby authorize IGS to enroll me, and I authorize the NGDC to move this Agreement to my new location. Furthermore, if IGS is unable to determine my account number, I agree to provide my new account number to IGS upon their request. If IGS is unable to obtain my account number or is unable to enroll me at my new address within 320 days, then this Agreement will automatically terminate with no penalty to either party.

**Eligibility:** This Agreement is for residential and small commercial customers eligible to participate in the Program. IGS reserves the right, at any time and in its sole discretion, to terminate service to customer locations that are enrolled but were or are not eligible to participate, with no penalty to either party. Furthermore, participation in the program is subject to the rules of the NGDC, your governmental aggregator, and the PUCO. Additionally, customers are sometimes terminated either in error or for being in arrears. In such instances, I can contact the NGDC to correct the problem and be reinstated in the program. Regardless of the reason for termination, in no case will the original term be extended for months that I was unable to participate, nor will IGS have any liability for any early termination or for any months that I was unable to participate in the program.

**Limitation of Liability:** IGS assumes no liability or responsibility for losses or consequential damages arising from losses associated with the NGDC including, but not limited to: operations and maintenance of their system, any interruption of service, termination of service, or deterioration of service; nor does IGS assume responsibility or liability for damages arising from any in-home or building damages, and IGS will not be responsible for any indirect, consequential, special, or punitive damages, whether arising under contract, tort (including negligence or strict liability), or any other legal theory.

## NOTICE

Return the "Opt-Out" form only if you do not want to participate in the City of Reynoldsburg Natural Gas Aggregation Program.

Opt Out Res COH GS 1208 -09

Must Be Received by December 12, 2007

to:

Natural Gas Governmental Aggregation Program

PO Box 9080

Dublin, Ohio 43017-0980



P.O. Box 6060 Dublin, OH 43017 | [www.igsenergy.com](http://www.igsenergy.com) | Fax: 1-800-584-4839

 **SAMPLE**

Dear City of Reynoldsburg Resident:

The City of Reynoldsburg is providing you with the opportunity to participate with other City of Reynoldsburg residents in a natural gas governmental aggregation program, with IGS Energy (IGS) as your supplier of gas.

Reynoldsburg City Council passed ordinance No. 85-01 on July 11, 2001 adopting this program after Reynoldsburg voters approved the implementation of the program. The aggregation program for Reynoldsburg will begin within one to two Columbia Gas of Ohio (Columbia) billing periods and end with your December 2008 billing period.

You will be automatically enrolled in Reynoldsburg's Natural Gas Aggregation Program unless you choose to "opt out" – that is, affirmatively chooses to not participate. If you want to be excluded from the City of Reynoldsburg Natural Gas Aggregation Program, you must return the enclosed "Opt-Out" Form or contact IGS at 1-800-280-4474 by January 11, 2008. If you do not cancel or opt-out at this time, you will be enrolled in the program until it expires with your December 2008 billing period.

Your new rate under this program is guaranteed to be at least \$0.035 per ccf below Columbia's Gas Cost Recovery ("GCR") charge each month. Since Columbia's GCR rate will vary monthly your rate will also vary but is guaranteed to always be lower than Columbia's rate.

After your December, 2008 billing period, if this program continues, IGS will notify you of your new rate for the period January, 2009 through December, 2009 and you will automatically continue at that rate unless you choose to cancel. There is no cost to enroll. There is no cost to cancel. You will automatically be included unless you contact IGS to opt out of the program. Please refer to the attached Terms and Conditions for full details of this offer.

Under this aggregation, Columbia will continue to maintain the pipeline system that delivers natural gas to your home or business. You will continue to receive a single bill from Columbia for your natural gas service and it will include your new gas supply charge from IGS. You will still contact Columbia regarding loss of gas service, odor of gas, or for any other concerns or issues having to do with your local service. Budget billing and automatic billing options will continue to be available through Columbia.

If you have any questions please call IGS at 1-800-280-4474, weekdays, from 8:00 a.m. to 8:00 p.m. EST. For general information on natural gas deregulation in Ohio, you can also visit the Web Site of the Public Utilities Commission of Ohio ([www.PUCO.ohio.gov](http://www.PUCO.ohio.gov)).

Sincerely,

The City of Reynoldsburg and IGS Energy

*P.S. Remember to return the "Opt-Out" form only if you do not want to participate in the City of Reynoldsburg Natural Gas Aggregation Program.*

If the home or small business for which you have received this letter is not located within the City limits of Reynoldsburg, you have received this letter in error. Please contact Interstate Gas Supply at 800-280-4474 to be removed from the aggregation list.

*You are not eligible to participate in this program if you are currently enrolled in the PIPP program.*

**Tear along dotted line** .....

**OPT-OUT Form**

I wish to opt out of the City of Reynoldsburg Natural Gas Governmental Aggregation Program

**Opt Out New COG GS 1208-09**

12-digit account number as it appears on your current natural gas bill:

(Check box to opt out.)

--	--	--	--	--	--	--	--	--	--	--	--

☐

Name (Please Print) \_\_\_\_\_

Street Address \_\_\_\_\_

City State Zip \_\_\_\_\_

Phone Number \_\_\_\_\_

Signature (Required) \_\_\_\_\_



SAMPLE

**Term:** The term of this government aggregation program (Program) will begin with my next one to two billing cycles and will continue through my December 2008 billing cycle unless this program is extended by my governmental aggregator. In which case, the program will continue through my December, 2009 billing cycle. Interstate Gas Supply, Inc. (IGS) will supply the commodity portion of my natural gas and Columbia Gas of Ohio (COH) will continue to be my Natural Gas Distribution Company (NGDC). I can contact the IGS choice department by phone at 1-800-280-4474, by fax at 614-823-0470, in writing at P.O. Box 9060, Dublin, OH 43017, or through their web site at <http://www.igsenergy.com>.

**Regulatory:** The NGDC's choice program and my governmental aggregator (e.g., municipality) are subject to ongoing Public Utilities Commission of Ohio (PUCO) jurisdiction, and I understand that if the choice program or this Program is terminated, this Agreement may be terminated, without penalty to either party.

**Billing:** For my convenience I will receive only one bill, which will be issued by the NGDC each month and will contain IGS' gas price, plus applicable taxes and all of the NGDC's transportation and other applicable charges, including any late fees assessed by the NGDC. I agree to continue to pay the NGDC for the entire gas bill under the NGDC's payment terms and conditions. If I pay under the budget bill payment plan, I understand that this service is available and will remain available. IGS reserves the right to issue an invoice to me directly; such invoice would contain IGS' gas price plus applicable taxes and may also include all of the NGDC's transportation and other applicable charges. IGS may terminate this Agreement with 14 days written notice if I fail to pay the bill or meet any other agreed-upon payment arrangements. The NGDC may also disconnect my service without first resuming me to the NGDC service if I fail to pay for my invoices on time, subject to the NGDC Terms and Ohio law. IGS has the right to charge me a late fee of 1.5% per month for all past-due amounts owed if IGS invoices me separately. I may request, at no charge, up to 24 months of my payment history for services rendered by IGS. Other than for operation, maintenance, assignment and transfer of my account or, where IGS is performing billing services, for commercial collection, IGS will not disclose my account number without my affirmative written consent or electronic authorization or pursuant to a court or Commission order and that, other than for credit checking and credit reporting, if IGS is performing billing services, IGS will not disclose my social security number without my affirmative written consent or pursuant to a court order. I authorize IGS to obtain my billing payment and usage history from the NGDC.

**Contact and Dispute Resolution:** In the event of a billing dispute or issues regarding volume or metering, I should contact the NGDC at the number listed on their bill. For other questions or concerns about pricing, I can contact the IGS choice department by phone weekdays from 8:00 a.m. to 5:00 p.m. EST at 1-800-280-4474, by fax 614-823-0470, in writing at P.O. Box 9060, Dublin, OH 43017, or through their web site at [www.igsenergy.com](http://www.igsenergy.com). Also, I can contact IGS through e-mail at [choice@igsenergy.com](mailto:choice@igsenergy.com). If my questions or concerns are not resolved after I have called IGS, or for general utility information, residential and business customers may call the PUCO toll free at 1-800-686-7823 or for TDD/TTY toll free at 1-800-686-1570, from 8:00 a.m. to 5:30 p.m. weekdays, or visit the PUCO website at [www.puc.ohio.gov](http://www.puc.ohio.gov). The Ohio Consumers Counsel (OCC) represents residential utility customers in matters before the PUCO. The OCC can be contacted toll free at 1-877-742-9822 from 8:00 a.m. to 6:00 p.m. weekdays, or visit [www.puc.ohio.gov](http://www.puc.ohio.gov).

**Jurisdiction:** The parties agree that if the customer is unable to resolve its issues through the PUCO as detailed under "Contact and Dispute Resolution" above, or if suit is filed, any legal action involving this Agreement will be brought only in the PUCO, a court of the State of Ohio sitting in Franklin County, Ohio, or the United States District Court sitting in Franklin County, Ohio. I submit to the personal jurisdiction in such courts and irrevocably waive any objections that I have or might have in the future to such courts as the proper forum for any and all actions arising under this Agreement. The parties agree that this Agreement will be interpreted under the laws of the State of Ohio, regardless of Ohio's choice of law provisions.

**Price:** My price will be calculated each month to be at least \$0.035 per CCF less than COH's Gas Cost Recovery ("GCR") each month I will be responsible for all applicable taxes and all charges assessed by COH for gas transportation and all other applicable charges and adjustments by COH for delivery of gas including any applicable switching fee that may apply under COH's tariff.

**Renewal:** If the governmental aggregator chooses to renew this Program through my December 2008 billing cycle then I will be notified of the renewal along with any material changes to the Program and I will automatically continue on the program through my December 2009 billing cycle, unless I cancel my participation in the program as provided below. If the governmental aggregator chooses not to renew this Program then the Program will terminate with my December 2008 billing cycle. The governmental aggregator will provide me an opportunity not less frequently than every two years, beginning with the commencement date of the program, to opt-out of the Program without penalty, as long as the Program continues.

**Rescission Period:** I understand that if I am new to the program the NGDC will send me a confirmation notice of transfer of service and that I will have seven days from the confirmation postmark date to rescind my enrollment with IGS. If I want to rescind, I should contact the NGDC in writing or by calling them at the number listed on the confirmation notice. If I currently participate in the program the NGDC will not send notice of transfer of service. If I do not otherwise rescind, I understand that as part of a government opt-out aggregation, I will be included in the Program unless I notify IGS within 21 days of the postmark date of this notice that I do not wish to be included. I can notify IGS by contacting IGS by telephone or in writing as indicated under "Contact and Dispute Resolution" above, or by completing an opt-out mail-back form and sending it to IGS.

**Cancellation:** I may cancel this Agreement, with no charge to me, at any time during the applicable 7-day rescission period or within 21 days of the initial notice date of the Program. I will also be permitted to cancel my enrollment in the Program, with no fee, during each two year renewal period as described above. At any other time, either party may cancel this Agreement during the term of this Program by giving thirty days notice to the other. If I switch my services back to the NGDC or another supplier, this Agreement will be terminated. I acknowledge that if I return to the NGDC, I may be charged a price other than the GCR rate and a switching fee may apply.

**Assignment:** This contract is assignable by IGS without my consent, subject only to any regulatory approvals. IGS will use its best efforts to give the NGDC and me thirty days written notice prior to any assignment.

**Moving:** If I move to another address outside of the NGDC's service territory, this Agreement will automatically terminate with no penalty to either party. If I move to another address within the NGDC's service territory, either party may terminate this Agreement with no penalty. However, if I relocate within the NGDC's service territory and I do not cancel, I agree that IGS may, at its option, automatically continue this Agreement at my new address under my new NGDC account number, and I hereby authorize IGS to enroll me, and I authorize the NGDC to move this Agreement to my new location. Furthermore, if IGS is unable to determine my account number, I agree to provide my new account number to IGS upon their request. If IGS is unable to obtain my account number or is unable to enroll me at my new address within 120 days, then this Agreement will automatically terminate with no penalty to either party.

**Eligibility:** This Agreement is for residential and small commercial customers eligible to participate in the Program. IGS reserves the right, at any time and in its sole discretion, to terminate service to customer locations that are enrolled but were or are not eligible to participate, with no penalty to either party. Furthermore, participation in the program is subject to the rules of the NGDC, your governmental aggregator, and the PUCO. Additionally, customers are sometimes terminated either in error or for being in arrears. In such instances, I can contact the NGDC to correct the problem and be reinstated in the program. Regardless of the reason for termination, in no case will the original term be extended for months that I was unable to participate, nor will IGS have any liability for any early termination or for any months that I was unable to participate in the program.

**Limitation of Liability:** IGS assumes no liability or responsibility for losses or consequential damages arising from items associated with the NGDC including, but not limited to: operations and maintenance of their system, any interruption of service, termination of service, or deterioration of service; nor does IGS assume responsibility or liability for damages arising from any in-home or building damages, and IGS will not be responsible for any indirect, consequential, special, or punitive damages, whether arising under contract, tort (including negligence or strict liability), or any other legal theory.

## NOTICE

Return the "Opt-Out" form only if you do not want to participate in the City of Reynoldsburg Natural Gas Aggregation Program.

**Opt-Out New COH GS 1288-09**

Must Be Received by **January 11, 2007**

to:

Natural Gas Governmental Aggregation Program

PO Box 9060

Dublin, Ohio 43017-0960

GC2316769

## **EXHIBIT B-5**

### **EXPERIENCE**

The City of Reynoldsburg has experience in negotiating, contracting and providing for common services for residents of the City. Some examples of experience as a service provider are:

- Municipal Opt-Out Electric Aggregation
- Water and Sewer Service
- Parks and Recreation
- Residential Refuse Pickup

The Mayor, City Council and City Staff routinely negotiate for services and supplies that benefit the residents of Reynoldsburg.

However, due to the complexity of municipal opt-out aggregation, the City has chosen to retain the services of a consultant to assist them in designing, implementing and maintaining their gas aggregation program.

#### **Contractual Arrangements for Capability Standards**

The City of Reynoldsburg states that a valid contract exists with:

AMPO, Inc., A Subsidiary of AMP-Ohio  
2600 Airport Drive  
Columbus, Ohio 43219

for the purpose of providing consulting services on municipal opt-out gas aggregation.

#### **Detailed summary of the services being provided:**

- Provide and assist with developing model ordinances to create opt-in or opt-out natural gas aggregation programs.
- Coordinate and work with municipal local officials and staff to develop a procurement strategy for reliable and competitive natural gas supplies and related services for the natural gas aggregation program.
- Assist with the preparation of a Plan of Operation and Governance for the natural gas aggregation program.
- Coordinate and assist with the preparation and filing of the required aggregation certification documents with the Public Utilities Commission of Ohio ("PUCO").
- Assist with performing the PUCO requirements for governmental aggregation programs.
- Provide consulting services and administer the process of negotiating with certified natural gas suppliers, developing and soliciting requests for quotations ("RFQ") or requests for proposals ("RFP").
- Evaluate and manage the ongoing negotiations and/or RFQ or RFP.

- Analyze the negotiations and/or RFQ or RFP's from certified retail natural gas suppliers and make recommendations to local officials and staff.
- Assist with developing and negotiating the contract with the certified retail natural gas supplier to serve the aggregation program.
- Assist the municipality in executing and administering agreements with the selected certified retail natural gas supplier.
- Coordinate the PUCO customer notifications and other requirements for enrolling residents in the municipal natural gas aggregation program.
- Work with and assist the municipality, the certified retail natural gas supplier, and the natural gas local distribution company to facilitate the enrollment of customers in the municipal natural gas aggregation program at the earliest date practicable.
- Work with the certified retail natural gas supplier to coordinate and communicate with the municipality regarding enrollments in the municipal natural gas aggregation program, cost savings to participants, and other related matters.
- Assist the municipality in developing effective consumer education materials to explain the aggregation program and make community presentations as needed.
- Assist with monitoring proceedings of applicable legislative and regulatory bodies and provide analysis and updates on changes that may impact the municipal natural gas aggregation program, its participants, or the municipality.
- Represent the municipality at meetings with the certified retail natural gas supplier and the local distribution company concerning the municipal natural gas aggregation program rates, terms and conditions of service, customer concerns, etc.
- Assist and work with the municipality to prepare and file annual reports required by the PUCO and Section 4905.10(A) and Section 4911.18(A), Ohio Revised Code.
- Coordinate with municipal legal counsels to facilitate legal reviews and/or opinions that may be needed in connection with the aggregation program. Please note that the performance of any legal work, including but not limited to the legal reviews and/or opinions, are beyond the scope of AMPO's services.
- As the initial term of the certified retail natural gas supplier contract agreement nears its end, repeat Phase I activities to secure ongoing competitive natural gas supplies and related services for the municipal natural gas aggregation program.

#### Documentation of Contracting Party's Experience in Energy Aggregation:

##### **AMP-Ohio**

Founded in 1971, Columbus based American Municipal Power-Ohio (AMP-Ohio) was organized as a nonprofit corporation for the purpose of owning and operating electric facilities or otherwise providing for the generation, transmission and/or distribution of electric power and energy to its member communities. Members include 80 of Ohio's 86 municipally owned electric systems, two West Virginia public power communities and three in Pennsylvania, ranging in size from 116 customers to more than 80,000



customers. Collectively, AMP-Ohio member communities serve approximately 364,000 customers.

AMP-Ohio coordinates, negotiates and develops power supply options and interchange agreements on behalf of its members. AMP-Ohio also owns and operates the Richard H. Gorsuch Generating Station, a 213-megawatt coal-fired facility located in Marietta, Ohio, that provides power to 48 participating communities, and has undertaken an ambitious program of siting distributed generation in member communities throughout Ohio. In addition, AMP-Ohio serves as an independent project manager for Ohio members participating in joint ventures to share ownership of power generation and transmission facilities, including the OMEGA JV5 project, a 42 MW run-of-the-river hydroelectric power station completed on the Ohio River in 1999.

AMP-Ohio also operates a sophisticated 24-hour energy control center that monitors electric loads and transmission availability, dispatches, buys and sells power and energy and controls AMP-Ohio and member-owned generation. A competent in-house engineering, operations, safety, power supply, key accounts, economic development, rate and environmental staff is available at AMP-Ohio's headquarters to assist member communities in addition to performing AMP-Ohio duties and providing support to the joint ventures.

AMP-Ohio's knowledgeable, experienced staff understands the unique challenges faced by local government staff and elected officials. AMP-Ohio is governed by a 16-member Board of Trustees, all of who are local government representatives, and a number of AMP-Ohio staff members—including its president—once worked for local governments.

#### **AMPO, Inc.**

Formed in 1998, AMPO, Inc. is a wholly owned, taxable subsidiary of AMP-Ohio whose purpose is to provide direction and service to local governments and other energy consumers in evolving energy markets. This includes the development and implementation of local electric and natural gas aggregation programs, review and negotiation of energy contracts, and the evaluation and implementation of energy supply alternatives for local business, industry and government. AMPO, Inc. has been an approved supplier in the Columbia Gas of Ohio CHOICE<sup>SM</sup> and Dominion East Ohio Energy Choice programs and currently works with over 40 Ohio communities to offer natural gas and/or electric aggregation programs to residential and small commercial customers.