



Call for Expression of Interest

Insurance Brokers

Closing: Thursday June 19, 2008
At 1:00 pm AST

Saint John Energy invites interested parties to respond to a pre-qualification of Insurance Brokers as the initial step in the marketing of Saint John Energy's insurance program.

Respondents must have a minimum of Five Million dollars in Professional Liability insurance, be able to provide prompt and efficient service to Saint John Energy, and have demonstrated experience in handling insurance programs for Electrical Utilities. Only those Brokers who respond to this Call for Expression of Interest (Call) will be eligible for consideration by Saint John Energy in the selection of insurance representation. Brokers may use their own presentation concepts in responding to this call.



1) Introduction

The Power Commission of the City of Saint John, operating under the trade name of Saint John Energy, is a municipal electric utility serving approximately 35,000 customers within the 323 square kilometer boundaries of the City of Saint John, New Brunswick, Canada.

Established in 1922, through the efforts of citizens concerned with the high cost of electricity, Saint John Energy has developed into a modern non-generating distribution utility, which currently purchases all of its energy from the New Brunswick Power Distribution and Customer Service Corporation. With interconnection supply points and substations located throughout its region, Saint John Energy delivers in excess of 1,000 gigawatt hours annually, and its ratepayers enjoy energy rates lower than most other bordering jurisdictions.

More information on Saint John Energy and its operations can be found at www.sjenergy.com.

2) Proposal and Terms

- a) Saint John Energy invites Brokers to respond to this call for the purpose of pre-qualifying firms with expertise to handle Saint John Energy's insurance program. The current program expires on October 1, 2008 and a decision on Brokerage representation is expected by the end of June, 2008.
- b) A brief outline of the Saint John Energy's insurance program is appended.

3) Eligibility

Saint John Energy will score all eligible responses to the Call based on criteria and weighting as identified in Section 4 of this document. The pre-requisites for eligibility (E&O coverage, service and expertise) are detailed on the first page of this document.

4) Evaluations

All respondents who satisfactorily address the eligibility pre-requisites will be scored based on criteria and weighting as follows:

- a) 30 - General description of your firm including information on technical expertise, marketing capability, corporate structure and staffing
- b) 15 - Clients of a similar nature to Saint John Energy (list as many as apply) and the year of your appointment as Broker of Record to each.
- c) 15 - Details on personnel who would handle the Saint John Energy account (names, experience and professional qualifications)
- d) 10 - Service Commitments: Location of staff, business hours and availability of staff to handle questions, emergencies and accounting matters.
- e) 10 - Other factors which might be of interest and use to Saint John Energy in your provision of professional services
- f) 10 - What exposure do you have local conditions and needs?
- g) 5 - How confident are you that you can put together a suitable program by expiry date (October 1, 2008)
- h) 5 - Why are you interested in the Saint John Energy account?

100 Total Score

5) Conditions

- a) Saint John Energy will evaluate and score the eligible responses in accordance with criteria and weighting as described in Section 4 in order to determine the Insurance Broker(s) most suitable to implement Saint John Energy's insurance program.
- b) Please include a Certificate of Insurance as evidence of your E & O coverage with your response to this Call.
- c) Saint John Energy reserves the right to seek clarification of any response.

6) Terms

- a) No payment will be made to Respondents for costs incurred in the preparation and/or submission of responses to the Call.
- b) The responses to this Call become the property of Saint John Energy.
- c) Respondents will treat as confidential all information received from Saint John Energy except for its use as necessary in the preparation of responses to the Call and, upon appointment, in the marketing of Saint John Energy's insurance program.
- d) Respondents may discuss Saint John Energy's insurance program in general terms with underwriting markets as may be necessary to assess capacity and interest. However, Respondents may not reserve markets, restrict others access to markets, or otherwise monopolize any insurance Underwriter or syndicate, or enter into any exclusivity agreement or other arrangement with any Underwriter or syndicate, prior to the Respondent's appointment to Saint John Energy's account for the term beginning October 1, 2008.

7) Inquiries

Inquiries related to the terms and conditions of this document may be directed to:

Brian D. Fitzpatrick
Manager of Supply and Services
Saint John Energy
325 Simms Street
Saint John, NB
E2M 3L6
Tel: (506) 658-5252
E-Mail: brian.fitzpatrick@sjenergy.com

8) Submission Procedures

- a) Respondents should include one copy of their submission marked “Original” plus two copies. Submissions should be sent to Saint John Energy’s Supply and Services Department in a sealed envelope clearly showing on the front the Call’s title (Insurance Brokers), the closing date and time and the name of the Respondent.
- b) Responses in envelopes which are not clearly marked with the identifying information above (title, closing, and name) may be rejected.
- c) Faxed responses to this Call will not be accepted.

9) Form of Expression of Interest

- a) A Form of Expression of Interest must be signed by the Brokerage’s authorized representative and accompany the submission.
- b) All submissions must be received at Saint John Energy by 1:00 pm AST Thursday June 19, 2008.
- c) Any extension of response time will be at the sole discretion of Saint John Energy and will be communicated by written addendum.
- d) This Call for Expression of Interest carries with it no obligation to any company, expressed or implied. Saint John Energy reserves the right to terminate the process without award.



Form of Expression of Interest

Supply and Services
Saint John Energy
325 Simms Street
Saint John, NB
E2M 3L6

To Whom It May Concern:

We, the undersigned, having examined the call for Expression of Interest, enclosed our submission herewith for the call (Insurance Brokers).

Name of Company _____

Signature of Authorized Official _____

Title _____

Please print or type Name of Official _____

Telephone No. _____

Fax No. _____

E-mail _____

Saint John Energy Insurance Program

A summary of Saint John Energy's current Insurance Coverage, Limits and Deductibles is available upon request.