

## PA Proposal Process for RMC and CIMC Details

This process is not intended to address general inquiries or suggestions or general notices of funding opportunities. Proposals through this process are expected to have the appropriate level of proponent research conducted and expertise articulated in order to be considered by the Committees.

Such items include but are not limited to:

- **Market research and analysis**
- **Potential benefits**
- **Potential downsides**
- **Monetary Costs**

### Is Criteria Met?

- Demonstrates potential to acquire verifiable cost effective savings
- Improves program delivery
- Improves service to an identifiable sub-market
- Intellectual Property rights are owned by the submitter or the idea is public domain
- Is it a process improvement
- Is this the best product for the customers
- Is this the best delivery method
- Is the idea already accepted by the market/what is the market potential

### Does it fit with Priorities Set by Committee?

“effort” in this context includes “monetary costs and PA labor hours”

	Low Impact	Medium Impact	High Impact
Low Effort	Will not go forward for further consideration	Will go forward for further consideration	Will go forward for further consideration
Medium Effort	Will not go forward for further consideration	Will go forward for further consideration	Will go forward for further consideration
High Effort	Will not go forward for further consideration	Will not go forward for further consideration	Will go forward for further consideration

**Can it be implemented internally?**

- Do the PAs or a PA have the resources to carry out the idea to fruition

**Is there a significant reason to sole source?**

- In general, the response is “No” as the PAs are required by their internal processes to go out to bid. Idea submitters should consider this prior to submitting an idea.

**Committee Drafts RFP (if applicable) and Establishes Timeline**

- Committee requests more details if necessary.
- Winning bidder must enter into contracts with PAs.

**Proceed with Proposal and Establish Timeline**

- Committee requests more details if necessary.
- Idea submitter must enter into contracts with PAs if appropriate.

**How will the idea be assessed post implementation?**

- CIMC/RMC implemented ideas are communicated to the EMC for review and determination of whether evaluation is warranted.
- If it is decided that an idea does not require a full evaluation, the methodology used to determine the success of implementation of the idea will be determined on a case by case basis.
- The EMC’s meeting schedule must be considered when preparing the Timeline.

PAs may deny any proposal at any time, notwithstanding the above.

**Notes:**

*Proposals to the EMC from the EEAC or its consultants will continue to be treated on a case by case basis (based on the current evaluation priorities and strategy). Therefore, since a process currently exists, the EMC will be exempt from this process.*

*Proposals to MTAC will continue to be treated under its process. Therefore, since a process currently exists, MTAC will be exempt from this process.*

March 24, 2015