

DRAFT
REQUEST FOR PROPOSALS
FOR
RENEWABLE DISPATCHABLE GENERATION
AND
ENERGY STORAGE

AUGUST 26, 2024

*Appendix D – Electronic Procurement Platform
User Information*



**Hawaiian
Electric**

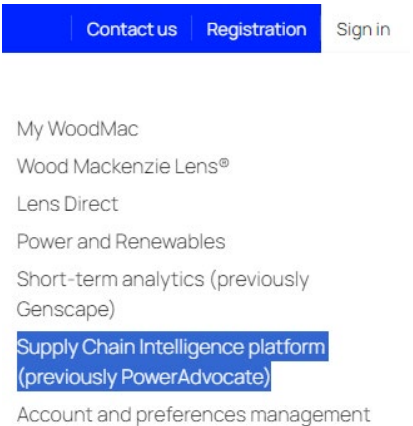
Wood Mackenzie Supply Chain Intelligence Platform¹

Quick Start for Suppliers²

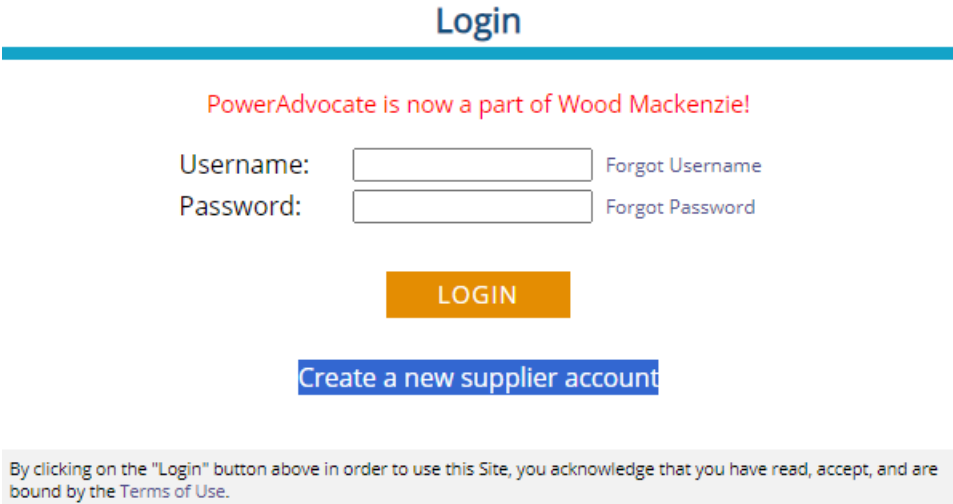
Registering

Proposers can register for an account by going to: www.woodmac.com

In the top right corner of the webpage, there is a “Sign in” pull down menu. Select “Supply Chain Intelligence platform (previously PowerAdvocate)”.



At the login screen, select “Create a new supplier account”.



¹ Also referred to as PowerAdvocate in prior RFPs, PowerAdvocate became Wood Mackenzie Supply Chain. Any reference to PowerAdvocate in this RFP is referring to the Wood Mackenzie Supply Chain Intelligence Platform.

² If any language in this RFP refers to a “Bid Event Coordinator”, “Supplier”, or “bid event”, these are terms used by Sourcing Intelligence and refer to the RFP’s Energy Contract Manager, Proposer, and RFP, respectively.

The Proposer’s use of the Electronic Procurement Platform is governed by Wood Mackenzie Supply Chain Intelligence Platform’s Terms of Use. By registering as a “Supplier” on the Electronic Procurement Platform, the Proposer acknowledges that the Proposer has read these Terms of Use and accepts and agrees that, each time the Proposer uses the Electronic Procurement Platform, the Proposer will be bound by the Terms of Use accessible through the link(s) on the Supply Chain Intelligence Platform login page.

Once a Proposer has successfully registered as a “Supplier” with Supply Chain Intelligence Platform, the Proposer shall request access to the subject RFP event from the Company Contact via Email through the RFP Email Address set forth in Section 1.7 of the RFP. The Email request must list the Company Name field and username under which the Proposer has registered. If the Proposer plans to submit multiple Proposals and has registered multiple accounts in accordance with the instructions above, the Email request must contain the Company Name field and username for each account that will be used to submit the Proposals. After being added to the event, the Proposer will see the bid event on their dashboard upon logging into the Electronic Procurement Platform. Once the RFP event opens, the Proposer may begin submitting their Proposal(s).

After registering and prior to the opening of the RFP, Proposers are encouraged to familiarize themselves with the Electronic Procurement Platform, including its tabs and dashboards. Proposers should note that they will not be able to access any documents made available to download until the event officially opens.

Proposers may contact Wood Mackenzie Supply Chain’s Support for help with registration or modification of registration if desired. Support is available both by phone (857-453-5800) and by Email (support@poweradvocate.com) Monday to Friday from 8 AM to 8 PM Eastern Time (2 AM to 2 PM Hawai‘i Standard Time when daylight savings is in effect), except for Holidays posted on the Wood Mackenzie Supply Chain website.³

Once the RFP event is opened, registered Proposers will have online access to any documents made available for download via the Electronic Procurement Platform. Proposers should also always monitor the RFP Website throughout the RFP event.

Logging In

1. Launch a web browser and go to <https://www.woodmac.com/products/supply-chain-intelligence/>
2. Either click on the “Power Advocate Login →” or click the Sign in button and select **Supply Chain Intelligence platform (previously PowerAdvocate)**.
3. Enter your account **User Name** and **Password** (both are case-sensitive) and click **Login**.
4. Click the **Events** tab if it is not already displayed.

³ Contact information for Wood Mackenzie Supply Chain’s Support can also be found on the bottom border of the Wood Mackenzie Supply Chain website.

Dashboard

The Sourcing Intelligence Dashboard lists the events you have been invited to. A line divides currently accessible events from others.

Click to view Supplier Intelligence Dashboard

Click to view Contract Intelligence Dashboard

Buyer filter

Navigation bar

Power Advocate

Dashboard Profile Company Help Logout

Events Portals Contracts Opportunities

Dashboard

Company Filter: All Companies

Fill-In Data Sheets

Event / Buyer	Msg	Open	Close	Download Documents	Upload Documents	Commercial	Technical	Pricing
190 -cbl-1: 190 First St. Cable/Wiring Electric Power Utility		05/16/10 8:00 AM EDT	06/08/10 4:00 PM EDT	1	2	3	4	5
T42g: Colorado River Sluice Gates Great Western Utilities	1/1	04/04/10 10:00 AM EDT	06/30/10 4:00 PM EDT	1	2	3	4	5
1998-01: Grid Expansion Electric Power Utility		09/01/10 8:00 AM EDT	12/29/10 4:00 PM EST	1	2	3	4	5

Open & Pending Pre-Bid events

Pending (no Pre-bid) and Closed events

Buying entity

Click to view the event's Status tab

Number of unread/total messages
Click to view the event's Messaging tab

Click numbers to view event tabs

Datasheet available

No datasheet available

- Click an event name to view its Status tab, which displays a summary of the event activity and key event dates. To view specific details of an event, click the buttons 1-5 to view the corresponding tab.
- To return to the Dashboard, click **Dashboard** in the navigation bar at the top of the window.
- An event will not appear on your Dashboard until you have been added as a participant.

Downloading Bid Package Support Documents

Any documents offered from Electronic Procurement Platform will be available from the “1. Download Documents” tab of an event. To view these documents,

- To view or download a document, click the file name.
- To download multiple documents:
 1. Select the checkbox in the Download column for each document you wish to download or click **Select All**.
 2. Click **Download Selected Files**.
 3. Click **Start** to download a zip file containing the selected documents.

Uploading Documents

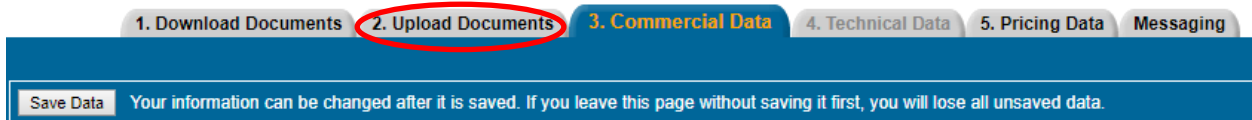
To upload your documents, click “2” on your Dashboard, or on the **2. Upload Documents** tab from within the event.



- To upload a document to the Bid tab:
 1. Specify a **Document Type** (Reference ID can be left blank).
 2. Click **Choose File**, navigate to and select the document, and then click Open; multiple files can also be compressed into one .zip file for upload.
 3. Click **Submit Document**.

Datasheets

Datasheets (3. Commercial Data, 4. Technical Data, 5. Pricing Data) will not be used in this RFP event. All Proposal information will be uploaded for submission through the **2. Upload Documents** tab. (Buttons/tabs should be grayed out as the event is not using any type of datasheet.)

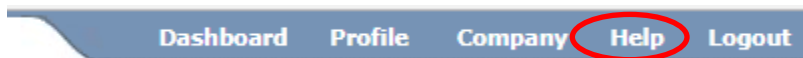


Communicating with the Bid Event Coordinator/Company Contact

Suppliers should use Email to contact the Company Contact (called Bid Event Coordinators in Sourcing Intelligence terms) while the bid event is open. In this RFP, PowerAdvocate Messaging will not be used unless the Company instructs a Proposer to do so.

Getting More Information

- Click **Help** on the navigation bar to display online help.



- Supplier documentation can be downloaded from the online help system.
- Call Wood Mackenzie Supply Chain's Support at 857-453-5800 (Mon-Fri, 8 a.m. to 8 p.m. Eastern Time) or e-mail support@poweradvocate.com.