

*Louisiana Public Service Commission*



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January 19, 2018

**VIA EMAIL**

***Re: Docket No. I-34715 Southwestern Electric Power Company, ex parte.  
In re: Request to Initiate the Integrated Resource Planning ("IRP")  
Process Pursuant to the General Order No. R-30021 (Corrected) dated  
April 20, 2012.***

To all LPSC qualified consultants:

Enclosed please find a Request for Proposals ("RFP") for **outside independent technical consultant** issued by the Louisiana Public Service Commission for the above referenced subject. If your firm is interested in submitting a proposal, please review the RFP carefully to determine whether your firm meets the specific requirements to qualify for this representation.

All Proposals must include a showing that your firm possesses the requisite qualifications and experience to represent the Commission in this matter. Also, please note that all Proposals, including the **original, plus (5) five copies and an electronic copy** must be received on or before **February 8, 2018**. Selection of a consultant is anticipated to take place at the Commission's February 21, 2018 Business and Executive Session.

Should you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in blue ink, appearing to read "Melanie A. Verzwyvelt".

Melanie A. Verzwyvelt  
Staff Attorney

MAV/kst  
Enclosure

**RFP 18-01**  
**LOUISIANA PUBLIC SERVICE COMMISSION**  
**REQUEST FOR PROPOSALS (“RFP”)**  
**January 19, 2018**

***DOCKET NO. I-34715 Southwestern Electric Power Company, ex parte. In re: Request to Initiate the Integrated Resource Planning (“IRP”) Process Pursuant to the General Order No. R-30021 (Corrected) dated April 20, 2012.***

The Louisiana Public Service Commission (“Commission” or “LPSC”), in accordance with the requirements of the LPSC General Order dated November 10, 2014 regarding the selection of contract employees (the “Contract Order”) to represent the Commission, issues this Request for Proposals (“RFP”) to **outside consultants** who will assist the Commission with the second integrated resource planning (“IRP”) process of Southwestern Electric Power Company (“SWEPCO” or “the Company”) pursuant to the IRP Rules attached to the General Order cited in the above caption (“IRP Rules”). Qualifying proposals will be placed on the February 2018 Open Session agenda for Commission consideration.

**I. Overview**

On December 29, 2017, SWEPCO filed correspondence requesting to initiate its second full IRP process pursuant to the Commission’s IRP Rules. The matter was docketed as I-34715 and published in the Commission’s Official Bulletin dated December 29, 2017 for a 25-day intervention period. As of the time of this request four interventions have been received. In accordance with the IRP rules, this process will follow a substantially similar process to that of SWEPCO’s first IRP cycle in Docket I-33013.

It should be noted that although the prior IRP cycle in Docket I-33013 did not proceed to a contested hearing, proposals submitted in response to this RFP shall include sufficient budget to see this docket to completion, including but not limited to a contested hearing if there are disputed issues pursuant to Event 12 of the Schedule of Events which states the following:

- i) Event 12 - If the Commission determines there are any disputed issues it will need to resolve, it will establish a procedural schedule to address the issues. Once all issues are resolved, the Commission will issue an acknowledgement that the utility’s IRP process and its IRP Report have fully complied with the requirements of these IRP rules, though the acknowledgement will not constitute Commission approval of the IRP. The Commission may also, at its discretion, provide recommendations to the utility for improvements to the utility’s IRP inputs and process, including the IRP Report. Any such recommendations may be considered in any future Commission proceedings concerning the resource plans of the utility.

## **II. Scope of Representation**

All proposals shall be consistent with the Schedule of Events found in the IRP Rules. Therefore, the consultant must be prepared to assist Commission Staff in holding technical conferences, drafting comments, drafting and responding to discovery as appropriate, preparing direct and cross-answering testimony if necessary, reviewing and analyzing stipulation terms, testifying before an administrative law judge, and conducting informal meetings with the parties and Commissioners. However, the Commission and its Staff shall have the right to determine how the tasks will be carried out. In addition, all proposals shall be accompanied by a professional firm resume indicating the qualifications and experience necessary to meet the requirements of this RFP. Deviations from the requirements contained herein, or conditional bid amounts may result in rejection of the bid as non-conforming.

## **III. Period of Representation**

The time period estimated to complete the Scope of Representation is approximately 24 months. This is merely an estimate and the Commission makes no representations as to the accuracy of the Period of Representation.

## **IV. Minimum Requirements**

To be considered, all applicants must meet the following minimum requirements in addition to those provided in this Commission's General Order dated November 10, 2014.

- 1) The Commission's IRP Rules;
- 2) The Commission's Rules and Orders pertaining to the RFP process as it relates to the acquisition of power supply resources, including but not limited to, the Commission's Market Based Mechanisms Order and its 1983 General Order, as amended;
- 3) Policies related to Energy Efficiency and Distributed Generation and their applicability to resource planning.
- 4) Policies related to Transmission and their applicability to resource planning.
- 5) Principles associated with resource acquisitions, including but not limited to whether or not a particular resource meets the utility's need for power and whether the considered resources are able to meet those needs;
- 6) Whether or not a resource will provide reliable service at the lowest reasonable cost;
- 7) Resource planning methods to improve the efficiency and reliability of a utility's power supply operations and whether the utility is making use of any such methods;
- 8) Public interest criteria for approval and monitoring of electric generating facility projects;

9) Rules and policies on cost recovery, including SWEPCO's formula rate plan or other rate plan in place during the course of the IRP; and

10) SPP tariffs, rules and planning processes, generally.

Applicants shall also, at a minimum, be experienced in participating in cases involving public utility regulation, or other regulatory issues on administrative and judicial levels, including the presentation of direct testimony or report and recommendations, assistance in developing cross examination of adverse witnesses, and the analysis of comments and exceptions to proposed recommendations. Consideration is given to indicia of competence such as previous experience in complex cases, publications, educational achievement and other previous employment suggesting competence in regulatory matters involving the above areas; significant personal experiences before regulatory agencies such as the SEC, FERC, FCC, or other similar entities may be a favorable factor. Firm size may be considered in matters likely to be prolonged, complex, or involving multiple forums.

All proposals shall include a plan of action, estimated timeline, and fees and costs associated with completing the scope of representation, below. This will result in one proposal. However, in the event an applicant is chosen, Commission and its Staff shall have the right to determine how the tasks will be carried out. In addition, all proposals shall demonstrate that the Applicant has the qualifications and experience necessary to meet the requirements of this request for proposals. Applicants will only be considered if proposals meet all of the requirements of this request for proposals and the Commission's Contract Order.

#### **V. Estimate of Costs**

All proposals shall include fees and costs associated with consulting in the dockets. All applicants responding to this RFP shall quote their rates on an hourly basis and submit a total budget, and shall separate professional fees from costs. However, applicants shall only be allowed to charge for actual hours of work performed and costs incurred. Once selected, an applicant's rates and budget shall not be altered except by formal approval of the Commission.

#### **VI. Conflict of Interest**

Applicants shall prominently and separately disclose current, as well as past employment, which could possibly result in a conflict of interest. In addition, applicants shall disclose matters in which they currently represent clients before the Commission.

#### **VII. Billing Guidelines**

As required by the November 10, 2014 General Order, all bills will be rendered monthly and shall specifically identify and describe all work performed, the person performing such work, the time and charge for such work, and shall additionally show the total amount billed to date and the authorized original estimate. Bills will be rendered in strict accordance with the Commission's guidelines. Expenses shall also be separately disclosed with proof of such expenses attached.

Expenses, where applicable, shall be reimbursed at state authorized rates as specified in the Travel Policies and Procedures Memorandum issued by the State of Louisiana, Division of Administration in effect at the time such expenses are incurred (“Allowable Expenses”). Any expenses that exceed the Allowable Expenses shall be borne by the contract employee and shall not be reimbursed by either the Commission, or the correspondent utility, unless otherwise specified by the Commission.

#### **VIII. Reservation of Rights**

The LPSC reserves the right to reject any and all proposals, to amend and/or supplement this RFP at any time, and to consider proposals or modifications thereof received at any time prior to LPSC vote at Open Session, if such action is found by the LPSC to be in the public interest. Pursuant to the General Order regarding the selection of contract employees, the LPSC has the right to accept other than the lowest offer with regard to price. In addition, there is also no assurance, express or implied, that an award will necessarily be made pursuant to this RFP.

#### **IX. Submission of Proposals**

Interested parties should submit the **original (hard copy), 5 copies, and e-mail an electronic copy** of the proposal to:

Kim Trosclair  
Louisiana Public Service Commission  
Office of the General Counsel  
602 North Fifth Street (Galvez Building) (70802)  
P.O. Box 91154  
Baton Rouge, Louisiana 70821-9154  
Phone: (225) 342-9888  
Fax: (225) 342-5610  
Email: [kim.trosclair@la.gov](mailto:kim.trosclair@la.gov)  
[melanie.v@la.gov](mailto:melanie.v@la.gov)

To be considered, an original, five copies, and the electronic copy of the proposal must be received on or before **February 8, 2018**. **Selection of consultants is anticipated to take place at the Commission’s February 21, 2018 Business and Executive Session.** Information concerning billing procedures and the Commission’s RFP policy may be obtained from the address listed above, or by calling (225) 342-9888.