

Louisiana Public Service Commission



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BRANDON M. FREY
Executive Secretary – Interim
Executive Counsel

JOHNNY E. SNELGROVE, JR
Deputy Undersecretary

March 21, 2018

VIA EMAIL

Re: Docket No. R-34757, Rulemaking docket on streetlight development and upkeep, to include all aspects of modern streetlight technology, projected energy consumption and maintenance savings, streetlight tariffs, innovative financing options, and rates charged to participating political subdivisions.

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 **April 10, 2018**. Selection of a consultant is anticipated to take place at the Commission’s **April 18, 2018 Business and Executive Session**.

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

Sincerely,

Handwritten signature of Melanie A. Verzwylvelt in black ink.
Melanie A. Verzwylvelt
Staff Attorney

MAV/kst
Enclosure

RFP 18-04
LOUISIANA PUBLIC SERVICE COMMISSION
REQUEST FOR PROPOSALS (“RFP”)
March 21, 2018

DOCKET NO. R-34757 – Louisiana Public Service Commission, ex parte. In re: Rulemaking docket on streetlight development and upkeep, to include all aspects of modern streetlight technology, projected energy consumption and maintenance savings, streetlight tariffs, innovative financing options, and rates charged to participating political subdivisions.

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 in the above captioned proceeding. Qualifying proposals will be placed on the April 2018 Open Session agenda for Commission consideration.

I. Overview

At the Commission’s January 31, 2018 Open Session, the following directive from Commissioner Campbell was adopted without opposition:

[I direct] Staff to open a rulemaking docket on streetlight development and upkeep, to include all aspects of modern streetlight technology, projected energy consumption and maintenance savings, streetlight tariffs among regulated electric utilities, innovative financing options, and rates charged to participating political subdivisions.

Commission Staff therefore published notice of the above-captioned rulemaking docket in the Official Bulletin dated March 9, 2018 for a 25-day intervention period.

Bidders who submit proposals should demonstrate their familiarity with the Commission’s rulemaking process, streetlight technology and public utility rates and regulations generally. All proposals shall be accompanied by a professional firm resume indicating the qualifications and experience necessary to meet the requirements of this RFP.

II. Scope of Representation

The independent consultant retained by the Commission shall assist the Commission’s Legal, Utilities and Auditing Divisions in performing a comprehensive review of existing streetlight technology utilized by customers of LPSC-jurisdictional electric utilities, the associated commission-approved rates, and the revenues generated for the individual utilities. In fulfilling this objective, the Consultant, through the Commission’s Legal Staff, shall reach out to municipalities, regulated electric utilities and other stakeholders for participation.¹

¹ As of the issuance of this RFP, Entergy Louisiana, LLC, The Alliance for Affordable Energy and Southwestern Electric Power Company have intervened.

The consultant shall estimate potential savings that could be achieved if LED lights or other modern streetlight technology capable of providing better quality light with less energy and maintenance were utilized and the impact to utility revenues. To do so, the consultant may be required to hold one or more technical conferences, issue draft rules and/or requests for comment, review and summarize data and party positions, and research programs in other states as necessary.

The scope of work shall continue until the conclusion of the docket through a final Commission vote and may include meetings with Commissioners and Staff as well as attendance at any Business and Executive Sessions for which the docket is on the agenda.

III. Period of Representation

The time period estimated to complete the Scope of Representation is approximately 12 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*. Consideration will be given to factors such as educational background and achievement, practical experience before other state public utility commissions and the applicant's knowledge of Louisiana ratemaking standards and regulatory law generally.

Applicants shall be qualified and prepared to prepare and render an expert opinion with respect to all of the issues likely to arise in the proceeding. Applicants should demonstrate their familiarity with the Commission's energy efficiency rulemaking docket and the evaluation, measurement and verification criteria contained therein.

Applicants shall, at a minimum, be experienced in analyzing the operations, books and records of utility companies, and be qualified and prepared to render expert recommendations regarding and have knowledge of:

- 1) quantification of costs and savings associated with implementing a streetlight program;
- 2) appropriate accounting standards and practices for electric utilities;
- 3) Commission-approved electric utility formula rate plans and rate recovery mechanisms;
and
- 4) any other relevant Commission rules and regulations.

All proposals shall include a plan of action, estimated timeline, and fees and costs associated with the rulemaking docket. In the event an applicant is chosen, the 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 RFP. Applicants will only be considered if proposals meet all of the requirements of this RFP and the Commission's Contract Order. **Deviations from the requirements contained herein, or conditional bid amounts may result in rejection of the bid as non-conforming.**

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
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Email: kim.trosclair@la.gov
melanie.v@la.gov

To be considered, an original, five copies, and the electronic copy of the proposal must be received on or before **April 10, 2018**. **Selection of consultants is anticipated to take place at the Commission's April 18, 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.