

# Louisiana Public Service Commission



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BRANDON M. FREY  
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June 1, 2018

RE: Solicitation for under \$50K bids from outside consultant to assist Staff in Reviewing LPSC Docket No. X-34853 - *Louisiana Public Service Commission, ex parte. In re: Audit of Environmental Adjustment Clause Filings for Southwestern Electric Power Company for the period of January 2016 through December 2017.*

Dear Qualified Consultants:

The Louisiana Public Service Commission ("LPSC" "Commission") has initiated the Federal Environmental Adjustment Clause ("FEAC") audit of Southwestern Electric Power Company ("SWEPCO") for the period of January 2016 through December 2017. By way of this bid solicitation letter, the Commission is seeking a proposed budget from qualified consultants to act as independent technical consultant to assist the Commission in conducting a review of SWEPCO's FEAC filings and to work closely with in-house Legal, Utilities and Auditing Staff.

As part of this engagement, you will be assisting the Commission's Legal, Utilities, and Audit Divisions in the review of the filings. In performing this duty, you will review the application and supporting documentation; prepare and review data requests and responses; and prepare a report and/or pre-filed testimony in support of Staff's ultimate recommendations, together with exhibits supporting the report and/or pre-filed testimony. The scope of the work shall continue through a Commission vote on Staff's Recommendation. Bidders may wish to review the previous ELL FEAC audit in Docket No. U-33969 for informational purposes.

The November 10, 2014 General Order states, in part:

### A. No Formal RFP Process Required

- I. Contracts for consulting and/or legal services which are anticipated to result in a maximum bid amount of compensation, including all professional fees but excluding expenses, to not exceed fifty thousand dollars (\$50,000.00), may be considered and approved by the Commission without the necessity of an RFP. The expenses allowed

for such services shall be limited to twenty percent (20%) of the total bid amount, unless the Commission specifically authorizes a greater amount.

In instances where no formal RFP process is required, the Commission Staff may select one or more qualified counsel and/or consultants (whichever applies) from the Consultant Lists which are compiled and kept on file at the Commission. Except in the event of a Procurement Emergency, Staff will notify in writing Selected Qualified Counsel and/or Consultants who will be asked to submit proposals for Staff review within the time frame specified in the request. The request shall provide sufficient detail regarding the appointment. All responsive proposals complying with the expense and cost limitation of the preceding paragraph responses shall be submitted to the Commission for formal vote at a properly noticed Business and Executive Session or at a Special Executive Session.

The Commission Staff anticipates that, based on prior proceedings, the budget necessary to satisfactorily perform the services described herein is less than \$50,000.00. Therefore, no formal RFP is required. The successful bidder shall submit detailed bills, including supporting documentation for all expenses, which are only allowed to be billed at cost and in accordance with the State Travel Guidelines in effect at the time the expenses are incurred.

Staff intends to place conforming bids on the agenda for the Commission's June 20, 2018 Business and Executive Session. If you would like to submit a bid, please do so electronically to [melissa.watson@la.gov](mailto:melissa.watson@la.gov) and [kim.trocsclair@la.gov](mailto:kim.trocsclair@la.gov) on or **before Monday, June 11, 2018.**

Sincerely,



Melanie A. Verzwylt  
LPSC Staff Attorney