



Louisiana Public Service Commission

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October 13, 2026

VIA EMAIL ONLY

RFP 26-09 – DOCKET NO. U-38087, Washington - St. Tammany Electric Cooperative, Inc., ex parte. In re: Application for certification of Advanced Metering System, including cost recovery, pursuant to Commission General Order dated September 22, 2009.

To all LPSC qualified outside consultants:

Enclosed please find a Request for Proposals (“RFP”) for an **outside consultant** issued by the Louisiana Public Service Commission. If your firm is interested in submitting a proposal, please review the RFP carefully to ensure you adhere to the requirements contained therein, as well as to determine whether your firm meets the specific requirements of the RFP. All Proposals must include a showing that your firm possesses the requisite qualifications and experience to represent the Commission in this matter. Please note that deviations from the requirements contained in the RFP, or conditional bid amounts, shall result in the rejection of a proposal as non-conforming.

All Proposals, including the original, plus (1) one copy, and an electronic copy must be received on or **before Wednesday, November 4, 2026**. Selection of consultants is anticipated to take place at the Commission’s November 2026 Business and Executive Session.

Sincerely,

Kathryn Bowman

cc: Brandon M. Frey, Executive Secretary
Paul Rachal, Staff Attorney

RFP 26-09
LOUISIANA PUBLIC SERVICE COMMISSION
REQUEST FOR PROPOSALS (“RFP”)
October 13, 2026

DOCKET NO. U-38087, Washington - St. Tammany Electric Cooperative, Inc., ex parte. In re: Application for certification of Advanced Metering System, including cost recovery, pursuant to Commission General Order dated September 22, 2009.

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”), issues this Request for Proposals (“RFP”) to **outside consultants** who will assist Commission Staff in the review of Washington – St. Tammany’s (“WST” or the “Cooperative”) request for certification of an Advanced Metering System.

Consideration of qualifying bids received in response to RFP 26-09 are anticipated to be on the Commission’s November 2026 Business and Executive Session. Should an Applicant be selected at the Commission’s B&E, this RFP and the Applicant’s proposal shall constitute the contract between the parties, including all terms and conditions. The Commission will not accept new terms, conditions, or proposals once an Applicant has been retained.

Please note, deviations from the requirements contained herein, or conditional bid amounts, shall result in rejection of the bid as non-conforming.

I. Overview

On September 9, 2026, WST filed its Application seeking Commission approval of an AMS pursuant to Commission General Order dated September 22, 2009 (Docket No. R-29213 consolidated with Docket No. R-29213 Subdocket A) (“AMS/DR General Order”), which was docketed as Docket No. U-38087. WST has an existing Automated Meter Reading System (AMR), however as stated in their Application “[t]he existing system is obsolete, vendor support is being phased out, and replacement meters and related equipment are increasingly difficult or no longer available to procure.”¹

In its Application, WST indicates they anticipate deploying approximately 56,025 advanced electric meters to its active customers across the cooperative’s service territory. The Cooperative estimated this would take place over approximately eighteen to twenty-four months and provided an estimated total cost of \$14.1 million over a twenty-year evaluation period.

Section 3.4 of the AMS/DR General Order allows utilities the opportunity to recover, through their approved rates and charges, prudently-incurred advanced metering costs, including those costs associated with the deployment of a new AMS, any associated pilot program implementation, and any related DR programs, upon certification by the Commission that the implementation is in the public interest. WST is not requesting approval of a separate rate rider to recover the expenses associated with the installation of the requested AMS, but instead plans to recover the associated costs through its Formula Rate Plan and future base rate proceedings.

¹ See WST’s Application at pg. 2.

II. Scope of Representation

Applicants will be assisting Commission Staff (Legal, Utilities, and Auditing Divisions) in reviewing WST's Application to not only ensure compliance with all applicable Commission Orders, but also to make a recommendation as whether WST's proposed AMS is in the public interest. Such determination will be in accordance with Section 3.5 of the AMS/DR General Order.

In assisting Staff, Applicants will review WST's Application (including but not necessarily limited to any direct testimony of witnesses and associated exhibits); draft data requests and review responses thereto; potentially participate in informal meetings with Staff and WST; assist in drafting direct testimony, including any exhibits supporting the same; review and respond to any rebuttal testimony; assist in preparing any necessary cross-answering testimony; assist in trial preparation, including cross-examination of witnesses and drafting pleadings and motions related thereto; and review and analyze potential stipulation terms. The scope of this representation contemplates a hearing on WST's Application, whether via contested hearing or through a stipulation hearing. Additionally, the Applicant shall be available to participate in meetings and conference calls, conferences with the Commission and its Staff, as well as attending any Business and Executive Session(s) that Staff deems necessary. The scope of work provided herein shall continue through the conclusion of the docket through a Commission vote.

The AMS/DR General Order sets forth several guidelines for the Commission in determining whether an AMS is in the public interest including a cost-benefit analysis and the Applicant should familiarize themselves with the order and its requirements, as well as any other relevant Commission Orders.

All proposals shall include an outline of a plan of action for conducting the above described scope. 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. Please note that the use of ChatGPT or any other AI type platform is strictly prohibited when reviewing and analyzing information provided to the Commission pursuant to Commission Rule of Practice and Procedure, Rule 12.1.

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 minimum requirements provided in the Commission's General Order dated November 10, 2014. Consideration will be given to levels of competence such as educational background and achievement, practical experience and success in regulatory processes, in addition to the Applicant's knowledge of Louisiana ratemaking standards, regulatory law, and formula rate plans.

Applicants shall be qualified to prepare and render expert testimony, and be cross-examined, with respect to all of the issues addressed in this RFP and which are likely to arise in the proceeding. Applicants should demonstrate their familiarity with the AMS/DR General Order and should, at a minimum, be experienced in analyzing the operations, books and records of utility companies, and be qualified and prepared to render expert testimony regarding and have knowledge of:

- 1) Appropriate accounting standards and practices for electric utilities, specifically electric cooperatives;
- 2) The Commission's Rules and Orders pertaining to acquisitions and capital outlays;
- 3) The Commission's Rules and Orders pertaining to outage management and service reliability;
- 4) Whether or not a resource will provide reliable service at the lowest reasonable cost;
- 5) Methods to improve the efficiency of a utility's operations and whether the utility is making use of any such methods;
- 6) Public interest criteria for approval of utility investments;
- 7) Commission rules on affiliate transactions and cost recovery mechanisms, including conditions included in WST's last rate increase (Order No. U-36399); and
- 8) To the extent applicable, MISO tariffs, rules and planning processes, generally.

V. Estimate of Costs

Applicants shall provide an overview of the estimated costs in the summary of the bid proposal. All proposals shall include fees and direct costs (expenses) in order to provide the services described above. Applicants responding to this RFP shall quote their rates on an hourly basis, and shall submit a total budget, separating professional fees from direct costs/expenses.

Applicants shall only be allowed to charge for actual hours of work performed and costs incurred. Once selected, an Applicant's hourly 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. Potential conflicts could include, but are not to be limited to, employment with regulated utilities, affiliates of regulated utilities, consumer advocacy groups, or any other party that comes before the Commission. In addition, Applicants shall disclose matters in which they currently represent clients before the Commission. Potential conflicts could include, but are not to be limited to, employment with regulated utilities, affiliates of regulated utilities, consumer advocacy groups, or any other party that comes before the Commission. 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 shall be rendered to the Commission 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. Pursuant to La R.S. 45:1180, WST is the ultimate responsible party for payment of services provided pursuant to this RFP; therefore, timely submittal of invoices to the Commission facilitates timely payments to any retained consultant.

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 any offer and does not have to accept the lowest bid amount. 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

Applicants should submit the **original (hard copy), 2 copies, and an electronic copy (via email)** of the proposal to:

Clarisa Findley
Kathryn H. Bowman
Louisiana Public Service Commission
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: lpsc.legal@la.gov and kathryn.bowman@la.gov

To be considered, an original, two copies, and the electronic copy of the proposal must be received on or before close of business **Wednesday, November 4, 2026. Selection of consultants is anticipated to take place at the Commission's November 2026 Business and Executive**

Session, which is currently scheduled for November 18, 2026. Information concerning billing procedures and the Commission's RFP policy may be obtained from the address listed above, or by calling (225) 342-9888.