

Louisiana Public Service Commission



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BRANDON M. FREY
Executive Counsel

JOHNNY E. SNELGROVE, JR
Deputy Undersecretary

October 16, 2017

VIA EMAIL

Re: Docket No. U-34661 In Re: Rulemaking docket to determine the appropriate formula for charges to developers of residential subdivisions for underground electric service pursuant to existing applicable Louisiana Public Service Commission General Orders.

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 **November 6, 2017**. Selection of a consultant is anticipated to take place at the Commission's **November 17, 2017 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

October 16, 2017

RFP 17-15

LOUISIANA PUBLIC SERVICE COMMISSION
REQUEST FOR PROPOSAL (“RFP”)

DOCKET NO. R-34661 LPSC, ex parte, In Re: Rulemaking docket to determine the appropriate formula for charges to developers of residential subdivisions for underground electric service pursuant to existing applicable Louisiana Public Service Commission General Orders.

Executive Counsel, on behalf of the Louisiana Public Service Commission (“Commission”), is seeking proposals from **independent technical consultants** to assist the Commission legal and utilities staff in the above-captioned rulemaking. All proposals shall be accompanied by a professional firm resume indicating the qualifications and experience necessary to meet the requirements of this RFP. Qualifying proposals will be placed on the November 2017 Open Session agenda for Commission consideration.

I. Overview

This docket was initiated to determine the appropriate formula for charges to developers of residential subdivisions for underground electric service pursuant existing applicable Louisiana Public Service Commission (“LPSC” or “Commission”) General Orders, including, but not limited to, the following: General Order dated October 20, 1967, In re: Construction Costs for Underground Electric Distribution and Service lines; General Order dated May 14, 2001 (Corrected), Docket No. U-24209 In re: Investigation into and Rulemaking regarding construction costs for underground electric distribution service lines and possible amendment to General Order dated 10/20/67; General Order dated June 28, 2001, Docket No. U-24209 In re: Investigation into and Rulemaking regarding construction costs for underground electric distribution service lines and possible amendment to General Order dated 10/20/67; General Order dated March 12, 1974, In re: Promotional Practices; and General Order dated April 7, 2004, Docket No. R-26966, In re: Commission consideration of whether or not the Commission’s General Order of March 12, 1974 (Re: Promotional Practices) needs to be amended to exclude practices with respect to franchise agreements. Issues to be reviewed in this rulemaking include, but are not limited to:

1. The proper formula (cost elements) for calculating a cost to a developer of a residential subdivision for the installation of underground electric service facilities;

2. Whether the developer is required to pay any charge or contribution in aid of construction beyond the \$5 per front foot specified in the May 14, 2001 and June 28, 2001 General Orders; and,
3. Whether the a charge for the cost of construction of overhead electric service to a residential subdivision is to be included in the proper formula for calculating the cost to a developer of a residential subdivision for the installation of underground electric service facilities.

II. Scope of Representation

Applicants will be assisting in-house Staff counsel as well as outside counsel, if retained, in formulating issues list(s), drafting requests for comments and reviewing responses to requests for comments filed by intervening and interested parties, participating in any technical conferences scheduled, drafting and reviewing rules, reports and recommendations and participating in open sessions wherein the matter is discussed.

All proposals shall include an outline of a plan of action for conducting the rulemaking, technical conferences, and a recommendation/proposed rule if any, together with estimated timelines and separate fees and costs associated with the representation. However, in the event an applicant is chosen, the Commission and its in-house 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 résumé indicating the qualifications and experience necessary to meet the requirements of this RFP.

III. Period of Representation

The time period ("Period of Representation") 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 in the field of public utility regulation, and similar practice before other regulatory agencies or public utility commissions.

Applicants shall also, at a minimum, be experienced in the presentation of recommendations involving public utility regulation, or other regulatory issues on administrative and judicial levels. Consideration given to indicia of competence such as previous experience and success in

regulatory rulemaking processes, success on appeals, publications of a regulatory nature, educational achievement and other previous employment suggesting competence in the matters involving the above areas; significant personal experience 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.

Consultants shall have a working knowledge of Louisiana Public Service Commission rulemakings and jurisdictional issues; applicable Commission and federal regulations; and applicant shall, at a minimum, have knowledge of:

- (1) Applicable Commission regulations including those discussed in the overview above; and
- (2) Commission-approved cost recovery mechanisms and criteria including formula rate plans, base rate cases and Commission General Order U-21497 dated November 6, 1997.

V. Estimate of Costs

All proposals shall include fees and costs associated with consulting in the docket. 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 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 utilities, 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 to 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
melanie.verzwyvelt@la.gov
rene.robertson@la.gov

To be considered, an original, five copies, and the electronic copy of the proposal must be received on or before **Monday November 6, 2017**. Information concerning billing procedures and the Commission's RFP policy may be obtained from the address listed above, or by calling (225) 342-9888.