



Louisiana Public Service Commission

POST OFFICE BOX 91154
BATON ROUGE, LOUISIANA 70821-9154
lpsc.louisiana.gov

COMMISSIONERS

Telephone: (225) 342-3157

Mike Francis, Chairman
District IV
Eric F. Skrmetta, Vice Chairman
District I
Foster L. Campbell
District V
Davante Lewis
District III
Jean-Paul Coussan
District II

November 13, 2025

BRANDON M. FREY
Executive Secretary

KATHRYN H. BOWMAN
Executive Counsel

JOHNNY E. SNELGROVE, JR
Deputy Undersecretary

VIA EMAIL ONLY

RFP 25-15, Docket TBD, Dixie Electric Membership Corporation, ex parte. In re: Application for certification of Power Purchase Agreement.

To all LPSC qualified consultants:

Enclosed please find a Request for Proposals ("RFP") for an **outside consultant** issued by the Louisiana Public Service Commission for the above anticipated docket. 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 (2) two copies, and an electronic copy must be received on or before **Friday, December 5, 2025 at noon**. Selection of consultants is anticipated to take place at the Commission's December 2025 Business and Executive Session.

If you have any questions regarding this matter, please do not hesitate to contact me.

Sincerely,

A handwritten signature in blue ink, appearing to read "KB", followed by a horizontal line.

Kathryn Bowman
Executive Counsel

Encl.

cc.: Brandon M. Frey, Executive Secretary
Lauren T. Evans, Deputy General Counsel

25-15
LOUISIANA PUBLIC SERVICE COMMISSION
REQUEST FOR PROPOSALS (“RFP”)
November 13, 2025

DOCKET NO. TBD, Dixie Electric Membership Corporation, ex parte. In re: Application for certification of Power Purchase Agreement.

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”) for **outside consultants** to assist Commission Staff in its participation in Dixie Electric Membership Corporation’s (“DEMCO”) upcoming request for certification of a Power Purchase Agreement (“PPA”) for storage on the Amite Solar Project.

Consideration of qualifying proposals is anticipated to be on the Commission’s December 2025 Business and Executive Session (“B&E”). 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 proposal as non-conforming.

I. Overview

Staff has been made aware of an upcoming filing by DEMCO where the electric cooperative anticipates seeking the Commission’s certification of a PPA for storage at the Amite Solar Project. DEMCO’s request will be filed in accordance with General Order dated September 20, 1983 (“1983 GO”).¹ Commission RFP 25-15 is also seeking services to assist Commission Staff in any construction monitoring should the Commission certify the proposed resource and monitoring is determined appropriate.

II. Scope of Representation

This scope of representation covers both participation in certification proceeding, as well as any monitoring should the Commission certify the proposed resource. Applicants will review the certification application, along with testimony and exhibits; draft and assist in the drafting of data requests; analyze data responses; participate in formal status conferences, pre-trial conferences, depositions, and hearings (whether contested or stipulation); draft and prepare pre-filed testimony in support of Staff’s ultimate recommendations, together with exhibits supporting the pre-filed

¹ General Order dated September 20, 1983, In re: *In the Matter of the Expansion of Utility Power Plant; Proposed Certification of New Plant by the LPSC*, as amended by General Order (Corrected) in Docket No. R-30517 (In re: *Possible modifications to the September 20, 1983 General Order to allow (1) for more expeditious certifications of limited-term resource procurements and (2) an exception for annual and seasonal liquidated damages block energy purchase*) dated May 27, 2009.

testimony; review and respond to any rebuttal testimony; assist in preparing any necessary direct and cross-answering testimony; assist in trial preparation, including cross-examination of witnesses and drafting pleadings, motions, and exceptions related thereto; review and analyze potential stipulation terms; and assist in drafting briefing sheets and orders of the Commission, as necessary. Additionally, Applicants shall be available to participate in informal conference calls, meetings and conferences with the Commission and Staff as well as attending any B&Es. The scope of the work shall continue through the conclusion of the docket through Commission vote, regardless of whether said vote is the result of a stipulated agreement or contested hearing recommendation.

All proposals shall include an outline of a plan of action for this scope of representation, including both the certification proceeding and any post monitoring should the Commission certify the resource. 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.

The Commission and its Staff reserve the right to determine how tasks under this RFP will be carried out, including setting internal deadlines to ensure the proceeding moves along in an orderly fashion. Please note that the use of ChatGBT 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. **Deviations from the requirements contained herein, or conditional bid amounts shall result in reject of the bid as non-conforming.**

III. Period of Representation

The time period estimated to complete the Scope of Representation will last approximately 10-12 months for the certification proceeding. However, this is merely an estimate and the Commission makes no representation as to the accuracy of the Period of Representation.

IV. Minimum Requirements

To qualify, all Applicants must have requisite knowledge of the topics listed below, in addition to those provided in the Commission's Contract Order. Consideration will be given to factors which indicate degrees of competence such as the amount of practical experience in the field of public utility, similar experience before this or other regulatory agencies, in addition to the Applicant's knowledge and experience regarding Louisiana resource acquisitions, certifications, ratemaking standards, and regulatory law.

Applicants shall at a minimum be experienced in drafting and rendering expert testimony, and cross-answering testimony, be able to be cross-examined with respect to all of the issues addressed in this RFP, which are likely to arise in these proceedings, and be qualified and prepared to render expert testimony regarding the topics in this RFP at a hearing and/or B&E.

Applicants shall also have a working knowledge of LPSC rulemakings and jurisdictional issues, and have, at a minimum, knowledge of:

1. The Commission's Rules and Orders pertaining to the RFP process and acquisition of power supply resources, including but not limited to the Commission's MBM Order and its 1983 GO, as amended, and General Order dated July 16, 2024, known as the Commission's MCO Order;²
2. Principles associated with resource acquisitions and the competitive process, including but not limited to analyzing utility resource needs and whether the considered resource(s) is able to meet those needs;
3. Whether or not a resource will provide reliable service at the lowest reasonable cost;
4. Resource planning methods to improve the efficiency of a utility's power supply operations and whether the utility is making use of any such methods;
5. Familiarity with just and reasonable costs and prudent investments associated with providing reliable and quality service as recommended by NARUC.
6. Public interest criteria for approval of resources and purchase power contracts;
7. LPSC rules on affiliate transactions and cost recovery mechanisms for power supply resources, DEMCO's current rate structure (Order No. U-37392), and the Commission's General Order dated November 6, 1997 in Docket No. U-21497 regarding fuel cost recovery;
8. Appropriate accounting standards and practices for electric utilities, especially those for electric cooperatives;
9. A detailed understanding of the major functional areas of a regulated electric utility, particularly for an electric cooperative; and
10. MISO tariffs, rules and planning processes, generally, and specifically related to resource adequacy planning processes and use of zonal resource credits.

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. For an Applicant's fees, the quote shall be based upon an hourly basis, which shall be included with any proposal submitted. All cost proposals shall submit a total budget, separating professional fees from direct costs. If Applicants wish to provide a cost breakdown between the RFP process and any certification proceedings, they may do so; however, there still should be one total not-to-exceed budget submitted for Commission consideration.

² Louisiana Public Service Commission, ex parte. In re: *Consideration of Whether the Commission Should Adopt Minimum Physical Capacity Threshold Requirements for Load Serving Entities*. (Docket No. R-36263).

If selected, Applicants shall only be allowed to charge for actual hours of work performed and costs incurred. Further, 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.

VII. Billing Guidelines

As required by the November 10, 2014 General Order, all bills will 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, DEMCO 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 Applicant.

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 its B&E, 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 proposals 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), 2 copies, and e-mail an electronic copy** of the proposal to:

Kimberly N. O'Brian
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: kim.obrian@la.gov
kathryn.bowman@la.gov

To be considered, an original, two copies, and the electronic copy of the proposal must be received on or before **Friday, December 5, 2025 at noon**. Selection of consultants is anticipated to take place at the Commission's December 2025 Business and Executive Session, which is currently scheduled for December 17, 2025 in Natchitoches, La. Information concerning billing procedures and the Commission's RFP policy may be obtained from the address listed above, or by calling (225) 342-9888.