

## **THE PUBLIC UTILITIES COMMISSION OF OHIO**

**IN THE MATTER OF THE POWERFORWARD  
DISTRIBUTION SYSTEM PLANNING  
WORKGROUP.**

**CASE NO. 18-1596-EL-GRD**

### **ENTRY**

Entered in the Journal on November 28, 2018

#### **I. SUMMARY**

{¶ 1} The Commission directs Staff to issue a request for proposal for consulting services to assist the Commission with the facilitation of the Distribution System Planning Workgroup for the period of January 16, 2019, through January 16, 2020.

#### **II. DISCUSSION**

{¶ 2} Ohio Power Company; Duke Energy of Ohio, Inc.; The Dayton Power and Light Company; The Toledo Edison Company; Ohio Edison Company; and The Cleveland Electric Illuminating Company (collectively, the EDUs) are public utilities, as defined in R.C. 4905.02, and, as such, are subject to the jurisdiction and general supervision of the Commission, in accordance with R.C. 4905.04, 4905.05, and 4905.06.

{¶ 3} In 2017, the Commission announced its intention to advance a comprehensive grid modernization endeavor entitled PowerForward. PowerForward is built upon the pairing of two pillars: (i) innovation, and the concept that this innovation should serve to (ii) enhance the customer electricity experience. PowerForward consisted of three open meeting phases: Phase 1: A Glimpse of the Future; Phase 2: Exploring Technologies; and Phase 3: Ratemaking and Regulation. Over the duration of these Phases, 127 industry experts provided approximately 100 hours of education to Commissioners and members of the Staff regarding a variety of grid modernization topics.

{¶ 4} On August 29, 2018, the Commission released PowerForward: A Roadmap to Ohio's Electricity Future (Roadmap). The Roadmap makes a number of recommendations about the future of the distribution grid, and further recommends the creation of a PowerForward Collaborative (Collaborative) along with two additional workgroups, the Distribution System Planning Workgroup (PWG) and the Data and Modern Grid Workgroup (DWG). The Collaborative, the PWG, and the DWG will not only serve to continue the robust discussion had during the three Phases, but they are also meant to address specific tasks articulated in the Roadmap and make recommendations to the Commission after deeper discussion between Staff and interested stakeholders.

{¶ 5} By Entry issued on October 24, 2018, the Commission established the PWG to identify issues that currently exist, or that may arise in the integrated distribution planning process. The PWG is to be led by Staff or a facilitator of Staff's choice. The PWG may develop recommendations to the Commission on the following: future scenarios for customer distributed energy resources adoption in Ohio, and how these scenarios should be incorporated into electric distribution utility (EDU) forecasting and planning processes; modifications to interconnection standards, including defining required functions and settings for advanced inverters; development of non-wire alternatives (NWA) suitability criteria, processes and timeline for implementing NWA opportunities; evaluation of options for procuring NWAs; defining hosting capacity analyses (HCA) use cases; identifying an appropriate HCA methodology and associated tools and data requirements to satisfy use cases; a timeline for initial HCA analysis and publication of results for each EDU; and development of portals for sharing information on peak load forecasts, capital plans, hosting capacity maps, heat maps reflecting locational value, and other key data. Further, the Commission encourages the PWG to determine a process for identifying where it would be beneficial to deploy storage solutions.

{¶ 6} In accordance with the October 24, 2018 Entry, the Commission is seeking proposals for a technical consultant to advise Commission Staff and to facilitate the PWG. To assist the Commission with the facilitation of the PWG for the period of January 16, 2019, through January 16, 2020, the Commission directs Staff to issue a request for proposal (RFP) for consulting services. As facilitator of the PWG, the consultant will coordinate PWG meetings in an effort to achieve consensus on tasks identified in the scope of work described in the RFP, develop recommendations to the Commission on those tasks, including prioritization of those tasks, and manage the addition of new tasks, as appropriate. The consultant must also adhere to the reporting requirements contained in the PowerForward Roadmap.

{¶ 7} All proposals submitted pursuant to the RFP are due by December 28, 2018. In order to demonstrate the ability to perform the services required in the RFP, the proposal must show, in detail, the consultant's understanding of the project and the work required. Each proposal must address, with specificity, how the consultant will handle all of the issues in the RFP. The consultant must demonstrate that it will be able to perform the required services, showing its clear understanding of the tasks to be completed, the experience and qualifications of the personnel who will perform the work, and the anticipated breakdown of costs and timing. The selection criteria to be used by the Commission to determine the selection of the consultant shall be the technical and management capabilities of each consultant, as well as the overall cost of each bid.

{¶ 8} The EDUs shall enter into a contract, which shall incorporate by reference all provisions of this proposal, with the consultant chosen by the Commission to perform the services. The costs, including the invoices described in the RFP, shall be charged to and divided evenly among the EDUs. The EDUs may seek recovery of these costs through applicable grid modernization riders.

{¶ 9} The Commission shall select and solely direct the work of the consultant. Staff will review and approve payment invoices submitted by the consultant.

{¶ 10} The consultant shall perform its duties as an independent contractor. Any conclusions, results, or recommendations formulated by the consultant may be examined by any participant to this proceeding. Further, it shall be understood that the Commission and/or Staff shall not be liable for any acts committed by the consultant or its agents in the preparation and presentation of the report.

{¶ 11} The consultant will execute its duties pursuant to the Commission's statutory authority to investigate and acquire records, contracts, reports, and other documentation under R.C. 4903.02, 4903.03, 4905.06, 4905.15, and 4905.16. The consultant is subject to the Commission's statutory duty under R.C. 4901.16, which provides:

Except in his report to the public utilities commission or when called on to testify in any court or proceeding of the public utilities commission, no employee or agent referred to in section 4905.13 of the Revised Code shall divulge any information acquired by him in respect to the transaction, property, or business of any public utility, while acting or claiming to act as such employee or agent. Whoever violates this section shall be disqualified from acting as agent, or acting in any other capacity under the appointment or employment of the commission.

{¶ 12} Once disclosure is permitted by R.C. 4901.16, the following process applies to the release of any document or information marked as confidential. Three days' prior notice of intent to disclose shall be provided to the party claiming confidentiality. Three days after such notice, Staff or the consultant may disclose or otherwise make use of such documents or information for any lawful purpose, unless the Commission receives a request for a protective order pertaining to such documents or information within the three-day notice period. The three-day notice period will be computed according to Ohio Adm.Code 4901-1-07.

{¶ 13} Upon request of the consultant or Staff, the EDUs shall provide any and all documents or information requested. An EDU may conspicuously mark such documents or information "confidential" if it believes the document should be deemed as such. In no event, however, shall an EDU refuse or delay in providing such documents or information.

### **III. ORDER**

{¶ 14} It is, therefore,

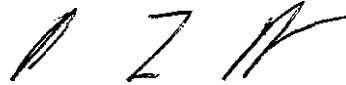
{¶ 15} ORDERED, That Staff issue the RFP attached to this Entry and that December 28, 2018, be set as the due date for proposals in response to the RFP. It is, further,

{¶ 16} ORDERED, That, in accordance with Paragraph 9, the EDUs equally bear the cost of the consulting services of the contractor chosen by the Commission. It is, further,

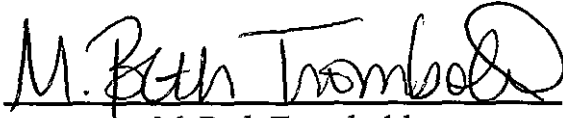
{¶ 17} ORDERED, That the EDUs and the contractor shall observe the requirements set forth herein. It is, further,

{¶ 18} ORDERED, That a copy of this Entry be served upon all parties of record.

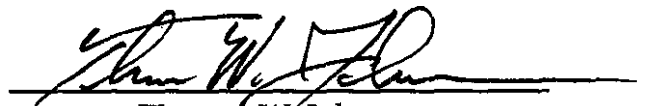
THE PUBLIC UTILITIES COMMISSION OF OHIO



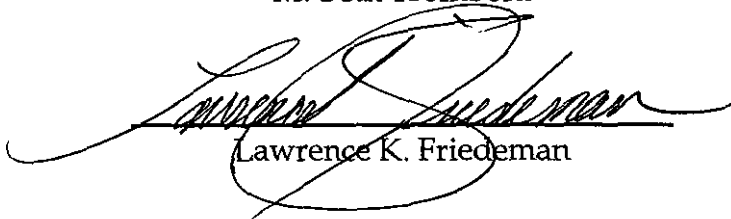
Asim Z. Haque, Chairman



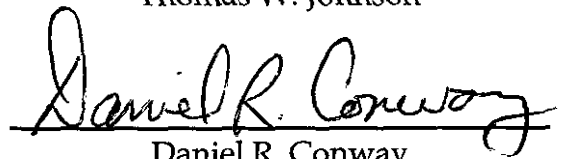
M. Beth Trombold



Thomas W. Johnson



Lawrence K. Friedeman

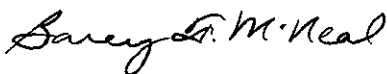


Daniel R. Conway

GAP/LLA/sc

Entered in the Journal

NOV 28 2018



Barcy F. McNeal  
Secretary

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**REQUEST FOR PROPOSAL NO. RA18-PWG-1**

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**TECHNICAL CONSULTANT TO ADVISE THE STAFF OF  
THE PUBLIC UTILITIES COMMISSION OF OHIO AND  
FACILITATE THE DISTRIBUTION SYSTEM PLANNING  
WORKGROUP**

Issued by:  
THE  
PUBLIC UTILITIES COMMISSION OF OHIO  
180 East Broad Street  
Columbus, Ohio  
43215-3793

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**PROPOSAL DUE: December 28, 2018**

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## **I. INTRODUCTION**

In 2017, the Public Utilities Commission of Ohio (Commission or PUCO) initiated a proceeding focused on the electric distribution system and, specifically, how the distribution system can be improved through innovation to better the lives of Ohioans. This grid modernization endeavor is known as PowerForward and is built upon the pairing of two pillars: (i) innovation; and the concept that this innovation should serve to (ii) enhance the customer electricity experience.

PowerForward consisted of three phases designed to lead the state through a linear discussion of the concept of grid modernization. It began with the business case for pursuing grid modernization, then conducted a deep dive into the engineering of the grid, and went on to discuss the elements that would create the modern grid along with the ratemaking/rate design that would best accompany this evolution. Through the three phases of PowerForward, the PUCO hosted a total of 127 speakers and received approximately 100 hours of education.

### **Phase 1: A Glimpse of the Future**

During the first phase, the Commission heard from a mix of speakers spanning the gamut of entities operating within the electric industry. These speakers developed the business case for PowerForward and modernization of the electric grid. This future envisions an electric grid where power and data flows both from the incumbent distribution utility to the customer, but also from the customer to the utility, yielding more transparent information about customer desires.

The Commission heard about customer segmentation and changing customer demographics. For example, customers entering the electric bill paying sphere have never lived without internet connectivity, and they expect a level of engagement with their service providers that is more informative than a 30-day backwards look.

The Commission also heard presentations from companies that offer products enabled by the modern grid. These included several smart technologies that can provide customers with avenues to reduce their bills as well as distributed energy resources (DERs) that can be integrated into the grid. Upgrades to physical infrastructure are also needed to support the electronic network of the future, and none of these technologies can reach their full potential without the appropriate regulatory framework.

Representatives from Ohio's electric distribution utilities<sup>1</sup> (EDUs) provided a snapshot into the current state of modernization in their respective service territories. Other local panelists described new projects/services, many of which require the use of customer data. A robust discussion was also held about the cost of grid modernization, with the Commission noting its own concerns about cost.

## **Phase 2: Exploring Technologies**

In the second phase of PowerForward, speakers educated the Commission about grid architecture, which is the engineering associated with the cyber-physical grid, and how this architecture must evolve to support the modern grid. The focus of several presentations was the benefit of defining the grid as a platform, and determining which components of the overall electric ecosystem belong to the utility's core platform and which are market driven add-ons.

A recurring discussion involved the importance of utilizing standards for communication systems and other components of grid architecture. New technologies responsive to changing consumer demands must communicate with and operate alongside legacy components. Therefore, the use of common standards for communication systems and other components of the grid is important.

Another important theme discussed is the convergence of Information Technology and Operational Technology (IT/OT Convergence). These two concepts, and the personnel associated with each, have different priorities. Demands of the modern grid will require these areas to combine efforts, but a forced combination within utility operators could create culture clashes. These clashes and other dangers associated with IT/OT convergence can be mitigated through the use of network cyber security technology, a change in management practices and employee education.

Other panels focused on specific technologies that can be used to improve reliability, reduce energy usage and accomplish modernization goals. These technologies include advanced metering infrastructure (AMI), distribution automation circuit reconfiguration (DACR), Volt/VAR optimization (VVO) and control (VVC), conservation voltage reduction (CVR), DERs, and energy storage.

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<sup>1</sup> Ohio Power Co. (AEP Ohio), The Dayton Power & Light Co., Duke Energy Ohio, and FirstEnergy (Ohio Edison Company, The Cleveland Electric Illuminating Company, and The Toledo Edison Company).

### **Phase 3: Ratemaking and Regulation**

The final phase of PowerForward discussed traditional areas of regulation that the Commission will need to address in order to advance the modern grid, such as distribution system planning, operations and markets.

On distribution system planning, the incumbent distribution utilities expressed engineering difficulties associated with DERs operating in a system that was designed to accommodate a one-way flow of electricity from large centralized power plants. Because of their broad knowledge of the entire system, the utilities stressed the importance of controlling the distribution planning process, but also expressed a desire to expand their businesses to include new and innovative services. Other panelists opined that potential voltage problems created by DERs integration can be solved by making the integration part of the planning process and creating a larger working group to identify new inputs during that process.

A full day was devoted to two technologies that may provide both challenges and opportunities for the distribution system— electric vehicles (EVs) and energy storage. As EVs could impact system load requirements in a unique way, stakeholders advocated that utilities will need to play a role in EV charging and may need to play a role in advancing the EV marketplace. A thorough discussion was also had about the benefits of energy storage.

On distribution system markets, the discussion began with a review of Ohio's current market structure and moved to a discussion about distribution level markets and other market models that could best insure that the full benefits of innovation are realized by customers.

The Commission further engaged in a discussion surrounding data collection, accessibility, usage and privacy. The Commission heard from speakers about Ohio's current treatment of customer data, how data is collected through the use of AMI, as well as some lessons learned from other states' handling of privacy concerns. EDUs currently house and protect all information about customer usage. This data could be used by multiple entities to provide services that will enhance the customer experience. The Commission was urged to carefully craft a means of access for these service providers in a way that respects the privacy of individual customers while still enabling new products and services in the retail market. The Commission also requested that expert panelists discuss cybersecurity and efforts our EDUs undertake to protect Ohio consumers from

this ever evolving threat. The Commission and panelists discussed what role, if any, the Commission should play in this growing challenge.

Presenters in the final days of PowerForward focused on ratemaking and rate design. Ratemaking, especially performance based ratemaking, can be used as a framework to create incentives and disincentives for certain behaviors. Several presenters stated that if the Commission would like to retool its methods of ratemaking, it should first clearly outline desired goals. From there, incentives to reach these goals can be carefully crafted to benefit customers as well as utility companies. Utilities and many other panelists urged the Commission to treat some investments made to modernize the grid as capital expenditures instead of operation and maintenance expenditures. Other speakers cautioned the Commission to draw clear lines between investments that can be made by the utilities and those that can be provided by the market.

The final topic discussed was rate design. Specifically, speakers analyzed methods of addressing the utility throughput incentive, DERs valuation, and the importance of customers understanding rates and how to respond. Speakers recognized that it is not always easy to align innovative products with the underlying principles of cost causation, but future rates should move beyond this basic principle and empower customers to make informed choices about their energy usage. However, the Commission was urged to be careful in making rate design decisions. It was argued by some panelists that these decisions should be unveiled through pilot programs that are thereafter analyzed, and that rate design changes will not be successful without targeted consumer education.

### **The PowerForward Roadmap**

On August 29, 2018, the PUCO issued *PowerForward: A Roadmap to Ohio's Electricity Future*. This roadmap serves not only to summarize what the Commission learned, but also sets forth certain policy positions, outlines principles and objectives, and expresses a vision to allow the state to pursue grid modernization responsibly. *PowerForward: A Roadmap to Ohio's Electric Future*:

- **Creates a regulatory paradigm** that will allow for innovation to reach all customers cost effectively while maintaining the delivery of safe and reliable power.
- **Envisions the distribution grid as a secure and open access platform** that allows for customer applications to interface seamlessly with it.

- **Continues through the PowerForward Collaborative** and associated work groups to monitor the marketplace and present recommendations to the Commission on evolving issues like electric vehicle charging stations, battery storage, distribution system planning and data access.
- **Informs future utility regulatory filings and proceedings** in order for electric distribution utilities to advance in grid modernization initiatives.

The Commission acknowledges that its efforts thus far through PowerForward are just the start of a many decades long conversation about the future of electric distribution utility service for Ohioans. At the same time, there are some initial consensus investments that can be made, market parameters that can inform investment, and general guidance that can be provided to our stakeholders to make the evaluation of grid modernization applications easier.

No final decisions are made in the Roadmap document.<sup>2</sup> The document is not binding on this Commission, or any future Commission, and further action will be considered in appropriate dockets. To ensure that the Commission is evolving along with the industry, the Roadmap envisions the creation of a PowerForward Collaborative along with two specifically tailored work groups, the Distribution System Planning Workgroup (PWG) and the Data and Modern Grid Workgroup (DWG).

### **PowerForward Collaborative and Workgroups**

In an effort to continue the robust discussion had during the three Phases, address specific tasks articulated in the Roadmap, and make recommendations to the Commission after further discussions between the Staff of the PUCO (the Staff) and interested stakeholders, the Commission established the PowerForward Collaborative, PWG, and DWG in case numbers 18-1595-EL-GRD, 18-1596-EL-GRD, and 18-1597-EL-GRD, respectively.<sup>3</sup>

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<sup>2</sup> The Commission issues this policy document to provide guidance to interested stakeholders regarding the future of grid modernization in this state. Although this document represents the Commission's vision for grid modernization and outlines a process for moving forward, nothing in this policy document should be construed as binding upon the Commission in any future case before the Commission. Rather, any future decisions on grid modernization will be based upon the specific facts and circumstances in each case after all interested stakeholders have had a full and fair opportunity to participate in each case.

<sup>3</sup> *In the Matter of the PowerForward Collaborative*, Case Nos. 18-1595-EL-GRD, et al., Entry at 4 (Oct. 24, 2018).

The PowerForward Collaborative is meant to be a broader, more overarching group that is to be led by the Staff. The Collaborative is to function as an interactive forum tasked with monitoring, facilitating and accommodating the evolution of a marketplace to promote innovation and the delivery of products and services that enhance the customer experience in a manner consistent with the principles and objectives identified in the PowerForward Roadmap. The Collaborative shall remain flexible in approach and perspective to assure appropriate responsiveness to market dynamics and removal of barriers to market development. Additionally, the Collaborative shall discuss items as requested by the Commission from time to time. The Roadmap identified some initial areas that the Collaborative should provide attention to on the topic of EVs. Additionally, the Collaborative should determine a process whereby proposals for non-wire alternatives (NWA) can be submitted to the Commission and approved without unnecessary delay.

The PWG and DWG will each be led by a consultant, in consultation with the Staff, and those contracts with the PUCO will be awarded through two separate requests for proposals (RFPs). The PWG is intended to identify issues that currently exist, or that may arise, in the integrated distribution planning process envisioned by the Roadmap. The PWG may develop recommendations to the Commission on the following: future scenarios for customer distributed energy resources adoption in Ohio, and how these scenarios should be incorporated into EDU forecasting and planning processes; modifications to interconnection standards, including defining required functions and settings for advanced inverters; development of NWA suitability criteria, processes and timeline for implementing NWA opportunities; evaluation of options for procuring NWAs; defining hosting capacity analysis (HCA) use cases; identifying an appropriate HCA methodology and associated tools and data requirements to satisfy use cases; a timeline for initial HCA analysis and publication of results for each EDU; and development of portals for sharing information on peak load forecasts, capital plans, hosting capacity maps, heat maps reflecting locational value and other key data. Further, the Commission encourages the PWG to determine a process for identifying where it would be beneficial to deploy storage solutions.

The DWG should address the following tasks: (i) create protocol for data privacy protections; (ii) drive toward real-time or near real-time data becoming available; and (iii) prescribe methodology for CRES providers and other third parties to obtain customer energy usage data, including a method for CRES providers to obtain the customer-specific total hourly energy obligation, peak load contribution, and network service peak load.

The PowerForward Collaborative, PWG and DWG should prioritize the substantive items these groups have been tasked with in the Roadmap, but these groups are also given the flexibility, through leadership from the Staff, to add to this list and to prioritize discussion as they deem appropriate. The Roadmap establishes reporting recommendations to the Commission that these groups should adhere to, and the Commission is free to ask any of these groups to discuss a particular item and make suggestions to the Commission within a particular timeframe.

## **II. TIMELINE**

The timeline presented below is intended to provide the consultant an understanding of the timeframe during which the services are to be conducted. Although precise dates are used below, the actual dates for awarding the RFP and for completing the scope of work may vary when set through a subsequent Commission entry.

Proposals due	December 28, 2018
Award RFP (Commission Order)	January 16, 2019
Work Performed	January 16, 2019 through January 16, 2020

## **III. PURPOSE**

In accordance with the Entry in Case No. 18-1596-EL-GRD, the Commission is seeking proposals for a technical consultant to advise the Staff of the PUCO and to facilitate the Distribution System Planning Workgroup (PWG). As facilitator of the PWG, the consultant will coordinate PWG meetings in an effort to achieve consensus on tasks identified in the scope of work below, develop recommendations to the Commission on those tasks, including prioritization of those tasks, and manage the addition of new tasks, as appropriate. The consultant must also adhere to the reporting requirements contained in the PowerForward Roadmap.

## **IV. SCOPE OF WORK**

### **A. GENERAL PROJECT REQUIREMENTS**

The consultant selected shall:

- Review relevant sections of the Ohio Revised Code (ORC) and Ohio Administrative Code (OAC) to understand Ohio's statute and rules surrounding workgroup topics.
  - <http://codes.ohio.gov/orc/49>
  - <http://codes.ohio.gov/oac/4901>
- Review case histories on various topics to understand the Commission's decisions on matters surrounding workgroup topics and tasks.
  - <http://dis.puc.state.oh.us/>
- Review the presentations and presentation materials associated with each phase of PowerForward: Phase 1 (*A Glimpse into the Future*); Phase 2 (*Exploring Technologies*); and Phase 3 (*Ratemaking and Regulation*), which are available at: <https://www.puco.ohio.gov/industry-information/industry-topics/powerforward/>
- Review the Commission's policy document entitled: "PowerForward: A Roadmap to Ohio's Electricity Future", including cited references.
- Provide technical expertise on workgroup topics based on education, professional experience, and industry knowledge. When applicable, provide training resources to the Staff to provide context for workgroup discussions and activities.
- In consultation with the Staff:
  - Develop a workgroup charter, based on the principles and objectives established in "PowerForward: A Roadmap to Ohio's Electricity Future", along with the prescribed workgroup tasks.
  - Coordinate and facilitate workgroup meetings.
  - Maintain summaries of workgroup discussions and activities.
  - Work to achieve resolution on prescribed workgroup tasks.
  - If applicable, make recommendations for the creation of new workgroup tasks.
  - Where this is no consensus or partial consensus on prescribed tasks, the facilitator should make a recommendation for the Commission's consideration to move the issue forward, based on the workgroup discussions, positions of various stakeholders, and independent expertise on the topic.
  - As tasks are accomplished, and at least annually, file written progress reports in Case No. 18-1596-EL-GRD on workgroup activity, including: status of workgroup directives, resolution of prescribed tasks, creation of new tasks, and other recommendations for the Commission's consideration.



Through the facilitation of the consultant, the PWG should address, at a minimum, the following tasks:

- Review and provide feedback on the “current state” assessments on integrated distribution system planning filed by the EDUs. The “current state” assessments for each EDU may include the following:
  - System characteristics, including:
    - Total customers served, AMI coverage (percent of customers and percentage of delivered energy), other interval meter or interval data recorder (IDR) coverage (percent of customers and percentage of delivered energy).
    - Number of circuits and substations, number of circuits serving critical facilities, percent of substations with SCADA, and percent of substations that have been fully or partially automated to IEC 61850 or a comparable standard.
  - Overview of the distribution planning process, including frequency, duration and roles/responsibilities of stakeholders involved.
  - Categories of projects that result from the planning process, types of projects within each category and percent of expenditures in each category.
  - Planning assumptions, including growth rates and design criteria.
  - Load and DERs forecasting methods.
  - Software tools used for planning, including forecasting, system modeling and mapping, power flow analysis, system protection, and hosting capacity analysis.
  - Existing DERs (all types) connected to the distribution system.
  - Overview of distributed generation (DG) interconnection processes, including technical screening rules for fast-tracking applications and inclusion of updates to key standards.
  - Interconnection request volumes and average time to approve applications.
  - Organization structure for planning and interconnection, including number of full-time equivalent employees and descriptions of roles and responsibilities.

- Descriptions of existing and planned energy efficiency and demand response programs, and how they are integrated into distribution planning.
  - Proposed use cases, methodology and timeline for hosting capacity analyses (HCA) and other relevant analyses.
  - Proposed non-wires alternatives (NWA) suitability criteria, identification of candidate capacity, and voltage or reliability projects for NWA pilots.
  - Any relevant planned technology investments (e.g. AMI, ADMS) and how they will be used to support or improve distribution planning.
  - Identify how to incorporate future scenarios for distributed energy resources (DERs), i.e. high penetration of DERs, into EDU forecasting and planning methods and processes.
- Work through issues that currently exist or may arise in integrated distribution system planning.
  - Determine process for identifying beneficial locations for the deployment of energy storage solutions, taking into account location value.
  - Identify potential modifications to the interconnection standards, including defining functions, requirements, and settings for advanced inverters.
  - Develop non-wires alternative suitability criteria and options for procurement.
  - Define hosting capacity analysis use cases; identify appropriate hosting capacity analysis methodology and associated data requirements and timelines.
  - Develop portals for sharing information on peak load forecasts, capital plans, hosting capacity analysis maps, and heat maps.
  - Other items, as directed by the Commission.

## **B. ROLE OF THE CONSULTANT**

Any consultant who is chosen by the Commission to perform the work expressly agrees to perform his or her role as an independent contractor. Any conclusions, results, or recommendations formulated by the consultant may be examined by any participant to the proceeding for which reports or recommendations are generated. Further, it shall be understood that the Commission and/or its Staff shall not be liable for any acts committed by the consultant or its agents in the preparation and presentation of the reports or recommendations.

### **C. PUCO STAFF SUPERVISION**

The PUCO Staff will oversee the project. The Staff personnel shall be informed of all correspondence between the consultant selected and working group members. The consultant shall meet with the Staff no less than once every other week through the duration of the contract, unless otherwise agreed to by the Staff. These meetings may occur via telephone.

### **D. CONTRACT PROVISIONS**

The Commission shall order the EDUs to enter into a contract, which shall incorporate by reference all provisions of this proposal, with the consultant chosen by the Commission to perform the services. The costs, including the invoices described below, shall be charged to and divided evenly among the EDUs. The EDUs may seek recovery of these costs through the applicable grid modernization rider. The consultant shall submit a copy of the contract between the consultant and the EDUs to the Staff member assigned to the project.

### **E. COST OF SERVICES AND QUOTATION OF CHARGES**

A proposed cost for the services shall include all expenses associated with the scope of work. A detailed presentation of costs shall be provided, broken down by task, in conformance with this Request for Proposal (RFP). The proposed costs shall be considered firm prices for performing the services described in the proposal.

### **F. FISCAL REPORTS**

The consultant will submit invoices monthly, unless a different interval is agreed to by the Staff. The invoices shall include details regarding the dates and activities covered by each invoice, and shall be sufficiently detailed to allow the Staff to identify the work completed, the time spent in each billable activity by the personnel involved, and the corresponding charges in relation to the activity schedule originally set forth in the consultant's proposal. All invoices are to be sent to the Companies with copies sent to the Staff. After approval of the invoice by the Staff, the Companies will be authorized to make payment.

## **G. INTERIM REPORTING**

At the midpoint of the contract period, the consultant selected will provide a progress report to the Staff. This report will briefly describe progress made on required tasks from the Scope of Work. Unless otherwise requested by the Staff, this interim report may be made verbally.

## **V. MINIMUM CONTENTS OF PROPOSAL**

Each proposal shall contain page numbers and a table of contents. In a separate section, reflected in the table of contents, the following information shall be provided:

- A. Name, mailing address, and telephone number of individual to contact if further information is desired.
- B. An indication of how the bidder plans to incorporate the Staff's participation in the proposed work plan.
- C. The name(s) of all subcontractors to be used in the performance of the proposed work, identification of the specific items to be performed/provided by the subcontractor, and the cost of the proposed subcontractor's work; or if no subcontractors are to be used, the entry "Subcontractor – none." (All such subcontractors indicated in the proposal will be acknowledged as accepted by the Commission upon selection of the proposal for contract awarded unless the consultant is previously notified of the contrary. No addition, deletion, or substitution of subcontractors will be permitted during the course of the contract unless approved in advance by the Staff in writing.) If subcontractors are proposed, all information required in this section shall be supplied for each subcontractor proposed. Such information shall be supplied in a format parallel to the overall format specified for the contractor.
- D. The following required Equal Employment Opportunity (EEO) data must be provided for the consultant and each subcontractor:
  - The total number of employees;
  - The percentage of the total which are women;
  - The percentage of the total which are Black, Hispanic, Asian, or American Indian (please specify);
  - The total number of employees located in Ohio offices;

- The percentage of the Ohio total which are women;
  - The percentage of the Ohio total which are Black, Hispanic, Asian, or American Indian (please specify);
  - The number of individuals to be assigned to the project;
  - The percentage of the total assigned which are women;
  - The percentage of the total assigned which are Black, Hispanic, Asian, or American Indian (please specify).
- E. A listing of contracts the consultant and each subcontractor has with the State of Ohio and:
- Name of the state agency(s) for each contract;
  - The cost of each contract;
  - The duration of each current contract.
  - A brief description of each current contract.
- F. A listing of the consultant's and each subcontractor's clients which may have a financial interest in the Company or its affiliates. An applicant maintaining any present or ongoing contracts or agreements with the Companies or affiliates may, at the discretion of the PUCO, be disqualified by reason of possible conflict of interest. In the proposal, such contracts should be described in sufficient detail that the PUCO can determine whether a conflict of interest exists. A response indicating that this information will be provided on request or that such contracts are too numerous to enumerate will be cause for disqualification of the applicant.
- G. A listing of all the consultant's and each subcontractor's offices, facilities, and equipment to be used in performance under this contract and their locations including a specification of offices, facilities, and equipment located in Ohio. If none, indicate "None."
- H. A statement of financial responsibility including certification that the consultant, joint partners if the consultant is a conglomerate operation, and any subcontractors have no outstanding liens or claims against them.
- I. Contact persons that the Commission or its Staff may call to receive an assessment of the consultant's, and each subcontractor's, previous performance. References should be provided for the company or companies proposing and for the individuals designated as principals for the project. The information required for each reference is as follows:

- Name of individual to contact for reference
  - Company/facility which employed the individual
  - Telephone number
  - Whether reference is for the company or a principal
  - Project or work for which reference is given
- J. A description of the proposed scope of work to be performed including a work plan, expected deliverable products and task timing. In a separately numbered section, the consultant will provide a detailed cost breakdown by phase/task of the work plan including the class of personnel performing each phase/task of the work, the hourly rate charged for each class, the number of hours charged for each class, an equivalent breakdown of all subcontracted work, any direct or indirect cost items which the consultant plans to charge, and the total cost.
- K. Identification, by name, of the lead personnel to be employed, the extent of their involvement in the project, and a description of how the proposed personnel's experience matches project requirements. Contract terms will not permit substitution of lead personnel without prior written approval of the Commission. Identification of lead personnel in the cost proposal will not constitute satisfactory compliance with this requirement.
- L. A description of the qualifications, experience, and proven results achieved by all professional lead or significant personnel to be employed on the project, with a summary of work performed on projects similar to the one contemplated by this RFP including specific references. The Commission reserves the right to request samples of prior relevant work from any consultant prior to making its final consultant selection.

## **VI. REVIEW CRITERIA**

An approximate weighting system, along with the Commission's judgment and experience, will be used in the evaluation of the proposals. The approximate weighting applied to proposal components may be as follows: 50 percent experience and qualifications, 25 percent project understanding, and 25 percent other criteria (including, but not limited to, costs and timing). Proposals will be evaluated on a basis which includes the following criteria.

**A. COMPLIANCE WITH MINIMUM CONTENTS REQUIREMENTS**

Lack of satisfactory response to the Minimum Contents Requirements will be grounds for elimination of any proposal from further consideration.

**B. COST**

The total proposed contract price is specified in the proposal. Consultants are encouraged to provide as competitive a bid as is practicable.

**C. UNDERSTANDING OF PROJECT**

Whether the entity bidding on the project has grasped the intent of the project; is knowledgeable of the technical aspects required; indicates understanding of potential problems; demonstrates understanding of regulatory issues, trends, and perspectives; and indicates appropriate phasing in the work plan. Whether the method of handling the project is indicated, the proposal reflects thorough understanding of project requirements, the methods appear realistic under stated time constraints, and innovative methodologies appear appropriate to the project. The proposal is responsive to the RFP.

**D. EXPERIENCE OF PERSONNEL ASSIGNED TO PROJECT AND RELATED ORGANIZATIONAL EXPERIENCE**

Relevant experience in field, qualified to undertake assignment. References of previous clients/projects provided.

**E. TIMELINES**

Demonstrated ability to meet stated deadline; realistic timelines provided; demonstrated proven results of lead personnel.

**VII. OTHER PROPOSAL CRITERIA**

**A. RELEVANCE**

The consultant shall include only relevant information and pertinent exhibits in the proposal. Duplication of materials provided in the RFP, exhaustive resumes, inclusion of standard company promotional materials, etc. will not garner

additional points in the evaluation process and may detract from the clarity and conciseness of the proposal.

**B. PROPRIETARY DATA IN PROPOSAL**

Submissions to the Public Utilities Commission of Ohio become public documents available to open inspection. Proprietary data in a proposal will also assume this stature. Therefore, discretionary action is recommended for any proprietary data to be submitted in proposals.

**C. DUE DATE AND SUBMITTAL ADDRESS**

Any proposal submitted hereunder must be received at the following address no later than 5:00 P.M. on December 28, 2018. The proposal should be sent in a sealed container, clearly marked and addressed to:

Krystina Schaefer  
Response to RFP No. RA18-PWG-1  
The Public Utilities Commission of Ohio  
3<sup>rd</sup> Floor, 180 East Broad Street  
Columbus, OH 43215-3793

An electronic copy may also be sent to [Krystina.Schaefer@puco.ohio.gov](mailto:Krystina.Schaefer@puco.ohio.gov). Such electronic copy shall not fulfill the requirement for submitting paper responses.

Note: By responding to this RFP, the proposer expressly accepts and is bound by all the terms thereof including all attachments, exhibits, and schedules.

**D. COPIES**

Four copies of the proposal are to be submitted to the Commission.

**E. CONTRACTOR REQUIREMENTS AND MINORITY PARTICIPATION**

The PUCO, in awarding the contract, will give preference to Ohio contractors. Ohio contractors include not only established domestic companies actively doing business in Ohio but also encompass multi-state companies with headquarters outside of Ohio but with substantial commitments of offices, divisions, and



facilities within the state. The Commission will give preference to proposals that demonstrate compliance with minority and women EEO criteria.

#### F. LATE PROPOSALS

A proposal is late if received at any time after the due date set for receipt of the proposals. A late proposal will be considered along with other proposals only if it is received before the evaluation of proposals has, in the sole opinion of the Commission, substantially progressed, and then only if one of the three following conditions exists:

- Mail delay – The lateness is due solely to a delay in the mail when the response has been sent by registered or certified mail for which an official dated postmark on the original receipt has been obtained.
- Commission error – If it is received by a reasonable means at the Commission in sufficient time to be delivered at the office designated for the opening and would have been received at such office except for the delay due to mishandling at the Commission. Only an appropriate date or time stamp showing the time of the receipt will be accepted as evidence of timely receipt of the proposal.
- Exceptions – Any other late proposal will not be considered, unless it is the only proposal received or in the sole judgment of the Commission it offers some important technical or scientific advantage that is of benefit to the Commission.

#### G. MODIFICATION OR WITHDRAWAL OF PROPOSAL

Any proposal may be modified or withdrawn upon written request of the consultant if such request is received by the Commission at the above address by the date set for receipt of original proposals.

#### H. MODIFICATION OR WITHDRAWAL OF THIS RFP

This RFP may be modified or withdrawn at any time prior to the time set for receipt of proposals and thereafter as long as no proposal has been opened. Upon any such modification or withdrawal, all bidders will be notified and any person or firm who has expressly requested such notice in writing will also be notified of such changes at the discretion of the Commission.

I. RIGHT TO REJECT ANY AND ALL PROPOSALS

The Commission reserves the right, without limitation or discussion with those submitting proposals, to reject any and all proposals.

J. PENALTY FOR DIVULGING INFORMATION

The consultant selected shall abide by all provisions of R.C. 4901.16, which states; "Except in his report to the public utilities commission or when called on to testify in any court or proceeding of the public utilities commission, no employee or agent referred to in section 4905.13 of the Revised Code shall divulge any information acquired by him in respect to the transaction, property, or business of any public utility, while acting or claiming to act as such employee or agent. Whoever violates this section shall be disqualified from acting as agent, or acting in any other capacity under the appointment or employment of the commission."

The consultant shall not divulge any information regarding its scope of work to the media or to any other entity, except in its reports before the Commission, before, during, and/or after the work is performed. All comments or concerns that the consultant wants to address shall be directed to the PUCO Media Office.

K. RFP WEBSITE

All firms wishing to remain on the Commission's bidder list must subscribe to the PUCO RFP list by clicking on the "Requests for Proposals (RFPs)" link at: <http://www.puco.ohio.gov/PUCO/Docketing>

Pending RFPs and further information will be posted at the above website.

L. STATUTORY SCOPE OF WORK

Any consultant selected by the Commission to perform the scope of work shall execute its duties pursuant to the Commission's statutory authority to investigate and acquire records, contracts, reports and other documentation under R.C. 4903.02, 4903.03, 4905.06, 4905.15, and 4905.16.

## **VIII. QUESTIONS**

Technical questions regarding this RFP should be directed to Krystina Schaefer at 614-466-6493. Administrative questions should be directed to Adam Bargar at 614-466-8112.