

**Request for Proposals  
NASEO Transmission Policy, Planning, and Project Development  
Guides**

**Solicitation Number: NASEO-2022-RFP-002**

Released: Thursday, February 10, 2022  
Responses Due: Friday, February 25, 2022

National Association of State Energy Officials  
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Arlington, Virginia 22209

**Note on applicants' eligibility: All applicants must meet the DOE Mandatory Requirements and Standard Provisions.**

## I. Introduction and Background

Over the past few years, states have set ambitious clean energy and resilience goals. In many cases, achieving these goals will require additional transmission planning and project development. There is a significant backlog of renewable energy projects that cannot connect to the grid due to limited transmission capacity. Load centers do not always align with the location of renewable resources, necessitating transmission capacity. Additionally, capacity and reliability of the electricity grid are a concern. Recent severe weather events have demonstrated the importance of an interconnected electric grid that is both reliable and secure. Comprehensive transmission planning can support renewable energy development, while improving resilience, cutting costs, and furthering decarbonization efforts. State Energy Offices are well positioned to play a key role in transmission policy, planning, and project development.

With funding support from the U.S. Department of Energy's (DOE) Office of Electricity (OE), the National Association of State Energy Officials (NASEO) will develop two (2) guides for State Energy Offices. The first guide will be on State Energy Offices' roles and opportunities in transmission planning and permitting and the second will be on innovative technological solutions for existing transmission lines.

NASEO seeks a *Consultant* to support this project by developing the two guidance documents for use by State Energy Offices. The *Consultant* will be expected to have knowledge of the programmatic and technical aspects of transmission planning, and specifically, critical transmission challenges by region. The *Consultant* also should be prepared to describe innovative solutions that address cybersecurity, resilience, and equity considerations. Finally, the *Consultant* should have a deep understanding of State Energy Offices' roles, distinct from state regulatory roles, in transmission planning and policy across the regions.

## II. Objectives

The overall objective of the *Consultant* is to research, draft, revise, and finalize two (2) guides for State Energy Offices.

## III. Approach

The *Consultant* will work with NASEO staff to develop two (2) guides focused on transmission planning and permitting and innovation solutions which are outlined in further detail below. The guides should be written for non-technical audiences within State Energy Offices (primary audience). Other state entities, such as public utility commissions, consumer advocates, governors' offices, and legislators, will serve as secondary audiences. Content should clearly outline specific actions and best practices for State Energy Offices and include any relevant graphics, tables, or maps.

## IV. Statement of Work, Timeline, and Expected Deliverables

It is envisioned that this project will be initiated on March 1, 2022, and concluded on May 31, 2022. NASEO will host a kick-off meeting with the *Consultant* to discuss the approach for the two guides. The *Consultant* will be responsible for the following tasks and deliverables:

### Task 1: Transmission Planning and Permitting Guide

The *Consultant* will develop a guide that examines State Energy Offices’ roles in transmission planning and permitting. This should include a summary of critical transmission challenges by region, interregional considerations (i.e., cost allocation) as well as areas where State Energy Offices can engage effectively in the process. The guide should look at transmission planning needs for the next 10-15 years, including ways to streamline the permitting process and strategies for grid modernization on the federal, regional, and state level. As space allows, an additional section could also include content on planning efficiencies for new transmission projects, such as the use of the highway right-of-way for transmission lines. The guide should serve to not only improve State Energy Office understanding of regional and interregional transmission challenges, but to provide actionable state energy policy and planning considerations. It should also provide federal agencies and other state agencies with an understanding of the role of State Energy Offices in transmission planning per region.

**Task 2: Innovative Transmission Solutions Guide**

The *Consultant* will develop a guide on innovative transmission solutions for State Energy Offices. This guide should include strategies to utilize existing transmission lines for new clean energy projects through for example grid-enhancement technologies such as reconductoring and other technologies that enhance efficiencies. In addition, the guide should include information on relevant monitoring and control technologies to protect the electric grid from cyber-attacks and information on the enhanced resilience capabilities of a modernized electric grid. The guide should enhance State Energy Offices’ understanding of innovative transmission line upgrades and outline key programmatic and policy elements they could consider.

Both guides should incorporate consideration of energy justice and equity issues. This might entail case studies, a list of best practices, or an outline of policies and practices State Energy Offices could use to address energy justice and equity challenges in transmission planning and development. While NASEO has no page number parameters for the final written products, the products should be brief to be accessible for practitioners while still achieving the intended outcome.

**Project Schedule (Estimated)**

<b>Task</b>	<b>Estimated Deliverable Date*</b>
<b>Kickoff Meeting with NASEO Staff (and possibly relevant State Energy Offices)</b>	<b>March 1, 2022</b>
<b>Task 1: Transmission Planning and Permitting Guide</b>	
<b>Outline</b>	<b>March 7, 2022</b>
<b>Review Draft</b>	<b>March 31, 2022</b>
<b>Final Draft</b>	<b>April 15, 2022</b>
<b>Task 2: Innovative Transmission Solutions Guide</b>	
<b>Outline</b>	<b>March 15, 2022</b>
<b>Review Draft</b>	<b>April 30, 2022</b>
<b>Final Draft</b>	<b>May 15, 2022</b>

*\* The deliverable timeline may change depending on timeliness of internal and external review. Final document review by DOE may also delay final deliverable date.*

The *Consultant* will develop drafts of each of the guides to be reviewed and commented on by NASEO, DOE, and NASEO members. Based on the comments, the *Consultant* will update the drafts and prepare final versions for NASEO. Upon approval, the *Consultant* will finalize the two guides for subsequent publication and distribution by NASEO. The *Consultant* does not have the right to reproduce, utilize portions of, or publish the material from the guides without NASEO's express written permission.

## V. Period of Performance

This project is estimated to last from March 1, 2022, to May 31, 2022.

## VI. Project Budget

The proposed project budget should reflect a times and materials consulting agreement. This is a competitively bid project; costs should be feasible and prudent. The *Consultant* must submit cost proposals by task for the entire Statement of Work using the DOE EERE budget justification spreadsheet which is a separate file available for download [from DOE's website](#). NASEO may request changes to the proposal if the proposed scope exceeds the available budget.

### Compensation

The *Consultant* shall invoice monthly for actual work completed. NASEO shall reimburse the *Consultant* for actual milestones achieved and hours spent in the execution of the work (not to exceed the total approved task budget shown in the final contract agreement) once NASEO has received payment from DOE. The *Consultant* will submit a monthly invoice and progress report by the tenth of each month of the agreement.

### Rejection of Proposals and Incurred Costs

This Request for Proposals (RFP) does not obligate NASEO to award an agreement. All costs incurred in response to this RFP are the responsibility of the respondent.

NASEO reserves the right to reject any or all submitted proposals not in conformance with this RFP, or for other causes. NASEO reserves the right to request new proposals or to cancel all or part of this solicitation.

## VII. Contract Requirements

The funds for this work have been provided through a cooperative agreement between NASEO and DOE's Office of Electricity. The underlying terms and conditions of the cooperative agreement between DOE and NASEO will be provided to the *Consultant* and incorporated in the awarded subcontract. All requirements of the DOE contract shall be controlling, including, but not limited to, federal reporting and the propriety and form of expenses and costs. The contract shall be issued following approval from DOE and will become effective when signed and dated by NASEO and the *Consultant*.

## VIII. Responding to the RFP

Please submit responses to the RFP to Kirsten Verclas by e-mail at [kverclas@naseo.org](mailto:kverclas@naseo.org). **RFP responses are due no later than 5:00 pm EST on Friday, February 25, 2022.** Any questions on the RFP should be directed to Kirsten Verclas by e-mail at [kverclas@naseo.org](mailto:kverclas@naseo.org) no later than **5:00 pm EST on Thursday, February 17, 2022.** All questions received and answers will be posted to the NASEO RFP website.

Responses shall fully address the following:

- Cover letter

- Resumes
- Description of relevant experience including prior work on transmission planning, permitting, and innovative technologies as well as working with relevant state agencies (in particular with State Energy Offices)
- Proposed approach and treatment of the tasks with a view toward expected deliverables
- Proposed Budget by Task Deliverables  
The budget should be completed using the [DOE EERE budget justification spreadsheet](#). Please note that there is no cost-share requirement, applicants can use either the 3-year or 5-year budget justification and add all costs for their proposal under Budget Period 1.

Please limit the cover letter, the description of relevant experience, and the narrative that addresses the proposed approach and development of the project tasks and proposed budget to **6 pages in 11-point font**. Resumes and the proposed budget do not count toward the page limit.

**Note: Late proposals will not be accepted.**

### IX. Consultant Selection and Required Qualifications

NASEO will select a *Consultant* through a competitive selection, which will include consideration of the following:

- Experience working with State Energy Offices or other relevant state agencies.
- Relevant experience working on transmission policy, planning, and/or project development.
- Competitive budget proposal.
- Quality of academic and professional experience in relevant field.
- Flexibility of availability.

The NASEO Evaluation Team will use the following criteria in assessing all responses to this RFP:

#### **Technical Experience and Applicant Qualifications (30% of total score)**

1. Relevant experience in proposed topics in the energy sector, particularly working with State Energy Offices and other state agencies.
2. Adequate level of technical knowledge to meet the demands of the project.
3. Quality of academic and professional experience in relevant field.

#### **Proposed Approach for Implementation (40% of total score)**

1. Proposal responds to the outlined topics in the RFP.
2. Existing resources / consultant availability to meet needs of flexible deployment.
3. Overall quality and professionalism of the proposal (well written, structured and organized) and materials are provided in the format requested.

#### **Budget (30% of total score)**

1. Given the scope, is the estimated cost of the proposal appropriate?
2. Does overall cost reflect an efficient value for the level of effort?
3. Is the level of effort for each task appropriate?