

RFQ: IA-36
RFQ Title: 2024 – PSEG Long Island Clean Energy Program Audit
RFP Title: Internal Audit Services
Issue Date: October 28, 2024

Eligible Prime Proposers

Baker Tilly US, LLP

CliftonLarsonAllen LLP

Ernst & Young LLP Inc.

PwC US Consulting LLP

PROJECT REQUEST FOR QUALIFICATIONS (“RFQ”)
CONSULTANT INSTRUCTIONS

RFQ: IA-36

RFQ Title: 2024 – PSEG Long Island Clean Energy Program Audit

RFP Title: Internal Audit Co-Sourcing Services

Issue Date: October 28, 2024

Questions: November 4, 2024 by 12 PM

Due Date: November 15, 2024 by 3PM

Your firm is invited to submit a quotation to the Long Island Power Authority (“LIPA”) for the above-stated project in accordance with the requirements of the attached Project Request for Qualifications-Scope of Work (“SOW”) document.

Please use the attached Project Request for Qualifications Requirements to provide your firm’s response.

Submission:

Long Island Power Authority (LIPA) has implemented a new e-Procurement platform called Bonfire. All RFQ submissions must be uploaded electronically to <https://lipower.bonfirehub.com>. Late proposals will not be accepted, nor will additional time be granted to any individual Contractor.

For a quick tutorial on how to upload a submittal, visit:

Vendor Registration and Submission [Vendor Registration and Submission \[VIDEO\] – Bonfire Vendor Support \(gobonfire.com\)](#)

Addenda:

If, at any time, LIPA changes, revises, deletes, clarifies, increases, or otherwise modifies this RFQ, LIPA will issue a written Addendum to the RFQ, which will be uploaded to the Bonfire portal.

Questions shall be submitted in writing using the Bonfire platform no later than the written questions deadline. Questions submitted after the deadline may not be answered. Proposers should rely only on written statements issued through the Bonfire platform.

The list of questions received with answers will be provided to all consulting firms who have been solicited via this Project RFQ, via Bonfire.

LIPA will not accept quotations received after the due date. LIPA reserves the right to reject quotations that are incomplete.

This project will be performed on the basis of Fixed Price (Not to exceed amount) based on hourly rates from master contracts.

No work is authorized to commence without written authorization from the responsible LIPA Department Head. The Department Head responsible for the Project RFQ is John Rhodes, Acting Chief Executive Officer.

PROJECT REQUEST FOR QUALIFICATIONS - SCOPE OF WORK

RFQ: IA-36

RFQ Title: 2024 – PSEG Long Island Clean Energy Program Audit

RFP Title: Internal Audit Co-Sourcing Services

Scope of Work (“SOW”) Summary: Perform a comprehensive audit of PSEG Long Island’s clean energy program.

The Long Island Power Authority (LIPA) is issuing this request for qualifications to secure professional services to provide Internal Audit Services.

LIPA has a Second Amended and Restated Operations Services Agreement (“2nd A&R OSA”) with PSEG Long Island for the management and operation of the Transmission and Distribution system owned by LIPA. The 2nd A&R OSA entrusts PSEG Long Island with broad responsibilities in the capital improvement, operations, and maintenance of LIPA’s transmission and distribution systems.

The audit will assess PSEG Long Island’s Clean Energy program. The focus of this audit will include the following:

- Assess how clean energy program is aligned to achieve the New York State Climate Leadership and Community Protection Act (CLCPA) goals and how PSEG Long Island communicates its progress and plans for achieving goals to stakeholders and the public. This includes reviewing the adequacy of assumed allocations relative to the CLCPA goals and whether plans support the achievement of the goals and targets.
- Evaluate the effectiveness of PSEG Long Island’s process to develop and prioritize proposals made as part of the Utility 2.0. In addition, evaluate PSEG Long Island’s level of receptivity to suggestions made in the public comment period of the Utility 2.0 review.
- Assess the effectiveness of vendor management, including vendor selection and performance evaluation.
- Assess oversight of program initiatives and allocated budgets to ensure program plans and initiatives are aligned with program expectations. This includes a review of budget changes against program initiatives to ensure program goals remain achievable and align with expectations.
- Evaluate the role and scope of PSEG Long Island’s Oversight and Clean Energy Committee on clean and renewable energy programs, including its activities, the content of committee meetings, how stakeholders are selected, and how stakeholder feedback is incorporated/responded to. In addition, review and evaluate recommendations made by the committee on demand reduction goals, beneficial electrification program goals, and renewable program goals.
- Evaluate initiatives to achieve climate justice and assess how they ensure that the transition to a low-carbon economy results in beneficial outcomes for traditionally underserved communities. This will include assessing the plans to provide 35 to 40 percent of clean energy benefits to Disadvantaged Communities.
- Evaluate PSEG Long Island’s efforts to achieve program engagement directed towards low- and moderate-income (LMI) customers) and determine whether improvements are needed to achieve the CLCPA targets for LMI customers.
- Assess PSEG LI coordination with NYSEERDA in terms of data submission for the Clean Energy Dashboard.

- Assess the capabilities of PSEG Long Island’s information systems for meeting short- and long-term clean energy policy objectives.

We are seeking an auditor/consultant(s) with experience in clean energy for electric utility operations covering the points of focus above and a familiarity with the following: 1) LIPA and PSEG Long Island contractual relationship under the 2nd A&R OSA, 2) the New York State Climate Leadership and Community Protection Act (CLCPA), and 3) Utility 2.0 Plan.

The expectation is that the audit will require ten to twelve weeks to complete.

Schedule of Events:

RFQ IA-36 issued on:	October 28, 2024
RFQ due date for questions:	November 4, 2024 by 12PM
RFQ response due date:	November 15, 2024 by 3PM
RFQ anticipated award:	December, 2024
Anticipated start date for awarded firm:	Fourth Quarter 2024
Project duration estimate:	10-12 weeks

Terms:

The project is targeted to commence in the fourth quarter of 2024. The selected consultant will be paid time and materials in accordance with the firm’s contract with LIPA.

Project Review Factors:

The following factors will be considered in selecting a consultant for this RFQ:

- 1) the extent to which the response demonstrates an understanding of the SOW, including examples of similar services provided to other utilities.
- 2) the depth of experience of the proposed consulting personnel with the requirements of the SOW and the bench strength of the proposed consulting personnel to deliver service when one or more consultants are unavailable.
- 3) Overall organization, completeness, and quality of the proposal, including cohesiveness, conciseness, clarity of response and demonstrated understanding of LIPA.
- 4) hourly rates and estimation of participation (hours) in performing the SOW as requested on Page 2.

Additional Comments:

While LIPA expects to select one consultant for this project, LIPA reserves the right to select more than one consultant with complementary skills to conduct select portions of the SOW or no consultants if such skills and experience cannot be demonstrated.

Deliverables:

It is LIPA’s desire that the selected consultant(s), while performing the tasks in the SOW with LIPA and PSEG LI, will develop certain deliverables in-line with the SOW. Deliverables will include a comprehensive report detailing findings and recommendations for improvement.

**PROJECT REQUEST FOR QUALIFICATIONS (“RFQ”)
REQUIREMENTS**

Qualifications to Perform the Scope of Work (“SOW”):

The following is a listing of the information to be provided in the response. A response that does not include all the information required below may be deemed non-responsive and subject to rejection. **Consultants must respond to all the items listed below, in the order listed. Consultants should limit their response to ten (10) single-sided pages including resumes.**

- Detail proposed personnel project experience related to this RFQ. Attach resumes of proposed personnel showing project experience. Identify the location of the home office for proposed consultants.
- Detail the firm’s project experience related to this RFQ.
- Detail the proposed approach to performing the work.
- Using the table format below identify proposed personnel and any Subcontractor proposed personnel (if any), contract titles, and their availability to work on the project.
- Provide an estimated budget based on your firm’s hourly rates and estimated reimbursements as per Article V - Billing Policy and Schedule D – “Fees for Services” in the Internal Audit Services Contract. Estimated expense items and reimbursement costs should be indicated separately from hourly total costs.

Provide Proposed Personnel / Subcontractor Personnel Cost Estimates:

Proposed Personnel Available for Project*	Personnel Contract Title*	Contract Hourly Rate*	Indicate if Project Personnel works for your firm or subcontractor’s firm.	Estimate Number of hours Personnel to work on Project (total)	Percentage of time Personnel available to work on Long Island

***Per Schedule D in the 2023 Approved Internal Audit Services Contract**