



State of Wyoming Coal Marketing Program

REQUEST FOR PROPOSALS

Issued by:

**Wyoming Governor Mark Gordon
and Wyoming Energy Authority**

325 W. 18th Street, Suite 1

Cheyenne, WY 82001

PHONE: (307) 635-3573

wyoenergy.org

Issue date: October 1, 2021

Closing date: November 1, 2021

Additional copies of this solicitation are available from
the Wyoming Energy Authority website at

<https://www.wyoenergy.org/>

This program is subject to the Civil Rights Act of 1964, the Wyoming Fair Employment Practices Act (Wyo. Stat. Ann. §§ 27-9-101 - 106), the Americans with Disabilities Act, 42 U.S.C. § 12101 - 12213, and the Age Discrimination Act of 1975, 42 U.S.C. § 6101 - 6107, and any rules or regulations promulgated under these state and federal anti-discrimination statutes. Funding recipients shall not discriminate against any individual on the grounds of age, sex, sexual orientation, creed, color, race, religion, national origin, ancestry, pregnancy, or disability in connection with funding under this Request for Proposals.

REQUEST FOR PROPOSALS
State of Wyoming Coal Marketing Program

1. BACKGROUND

The Wyoming Office of the Governor through the Wyoming Energy Authority is accepting proposals from qualified consulting firms to use the funding appropriated for the Wyoming Coal Marketing Program. The parameters and scope of the proposals must fall within the guidelines set forth by the legislature.

House Enrolled Act 24 of the 2020 Wyoming Legislative Session states:

- (a) There is created the Wyoming coal marketing program to be administered by the governor. The purpose of the program is to protect and expand Wyoming's coal markets and coal facilities and to address impacts cities, towns and counties have experienced or will experience due to changes in the coal market.
- (b) The governor shall expend funds appropriated to the governor for operating the program only on the following:
 - i. Projects with a public benefit associated with expanding and protecting Wyoming's coal markets and coal facilities;
 - ii. Projects with a public benefit that address impacts cities, towns, and counties have experienced or will experience due to changes in the coal market.

2. SUPPLEMENTAL INFORMATION:

Proposals could include the following areas in addition to the statutory requirements:

Topic areas:

- 1) Quantification and analysis of the changing mix of the sources of electricity and its effect upon overall grid reliability to buttress the use of coal. (Successful bidder might use the information contained in the Integrated Resource Plans filed with the Wyoming Public Service Commission.)
- 2) Deployment of carbon capture technology on coal-fired power plants and its effect on coal communities in Wyoming and other thermal coal markets, i.e., the Southern States Energy Board and mid-western power plants.
- 3) Identify opportunities for coal as a future fuel source to provide electric grid reliability and stability.

Deliverables:

- 1) Develop an Action Plan that details activities or projects that mitigate or support issues/opportunities identified in each topic area above.

The Action Plan may include, among others, the components listed below (the successful proposal will include an itemized list of deliverables and their contribution to advancing the state's interests identified in the statutory language above and the future of coal and coal communities in each topic area):

Materials including policy analysis, policy briefs, communication and messaging briefs, letters of intent/support; Outreach and promotional plans, and materials.

- 2) Develop and participate in a reporting system that provides regular updates on performance and plan execution to the WEA and other parties.

3. SUBMISSION REQUIREMENTS:

Proposals should include the following information:

- 1. Outline of Work**

This section should establish the applicant's understanding of the scope of work, project work requirements, and the applicant's ability to satisfy those goals and requirements.

- 2. Proposed Consulting Team**

This section should outline designated staff for the project including name, title, specific responsibilities, and the estimates of the person or persons' hours of participation. Additionally, the section should describe the relevant experience of the specific staff and identify any sub-consultants.

- 3. Estimated Cost**

This section should include the applicant's overall cost for performing the services including a breakdown of cost by task, allocation of hours, and cost per hour to complete tasks per designated staff member.

- 4. Firm Qualifications**

This section should include a discussion of the firm's experience in researching, designing, developing, and authoring reports of a similar nature.

- 5. References and Completed Project Samples**

This section should include references (including contact name (s) and phone numbers from customers who have used the firm's services for projects of a similar nature and examples of similarly completed work.

5. AWARD AMOUNT AND PROJECT PERIOD:

Applicants may request up to \$400,000, which is the maximum amount remaining in the account. The vendor will be paid 50% when the contract is awarded and the remaining 50% when the final report is issued. The projected timeline is as follows:

RFP announcement - NLT October 1, 2021

Deadline for proposals – November 1, 2021

Award announcement – November 15, 2021

Draft Report Deadline – April 1, 2022

Final Report Deadline – May 1, 2022

Selection Criteria:

1. Does the proposal contain all the elements required in the RFP?
2. Is the budget reasonable and adequate for the work proposed?
3. Does the vendor demonstrate knowledge within the scope of work being proposed?

4. Does the vendor demonstrate expertise in preparing final reports targeted to professional and general audiences and in multiple forms; i.e., research paper, slide presentation, speech?
5. Does the vendor have resources sufficient to manage, coordinate, and implement the scope of work?

Submission Information:

Proposals will be received at the Wyoming Energy Authority, 325 W 18th Street, Suite 1, Cheyenne, WY 82001 or via email to glen.murrell@wyo.gov until 5:00 p.m., Monday, November 1, 2021.