2014 MICROGRID INVENTORY

Introduction

The New York State Smart Grid Consortium brings together the world's leading utilities, technology providers, policy makers, and research institutions to identify opportunities that show the most promise for broader smart grid technology deployment. The Consortium provides an ideal convening point to develop, test, and implement the best solutions and a forum to work with policy makers to identify beneficial regulatory enhancements. In addition to serving as an advocate for the best technology and policies, the Consortium serves as a resource and collection of experts when it comes to the future of New York State's grid. Incorporated on July 22, 2009, the Consortium is a not-for-profit 501(c)6 corporation.

Project Objective

The New York State Smart Grid Consortium hereby requests proposals for research, analysis, and documentation of successful microgrid projects. Microgrids are defined as self-contained electricity distribution systems, typically within a larger electrical distribution network, that have "islanding" capability and that coordinate and distribute energy supplied form one or more generation sources to a network of users.

Scope of Services

The consultant will prepare an up-to-date, statewide inventory of all public and private microgrid projects that identifies key technical and financial characteristics, including:

- Ability of project to island from grid, duration, transfer time and protocols, history of and success rate of prior islanding attempts
- Ownership and responsibility for operation
- Spatial extent of the microgrid including number of end use points and metered points, use of public rights of way, and whether multiple buildings are served
- Environmental impact of the microgrid, including embedded generation
- Participating customer profiles (government, commercial, residential, not for profit, critical load, etc.)
- Degree of private sector involvement in ownership and operation
- Project economics and financing, if available
- Generation type and other key technologies associated with the microgrid, including technical requirements to manage short circuit duty and unwanted islanding of the local grid
- Dynamic Load Management capabilities among customer facilities
- Use of utility-provided services in supporting the microgrid
- Impact of microgrids on utility operations or economics
- Interaction with wholesale markets
- Load and capacity details, including whether there are dynamic load capabilities within the microgrid
- Primary contact individuals
- The contractor should also identify Microgrid projects currently under serious consideration in New York State but not yet implemented.

A Draft Report will be submitted to the Consortium in digital format not later than May 1, 2014, and Consortium comments will be provided in time for a Final Report to be submitted in digital format not later than June 1, 2014.

The consultant will manage this project in accordance with the agreed-upon schedule and budget. Detailed progress reports should accompany monthly invoices.

Proposal Requirements

Respondents should submit their proposals in accordance with the following requirements and in the order provided:

1. **Cover Letter**
   Summarize the key credentials of the responding organization or individual, demonstrate commitment to the project, and provide full contact information for an authorized representative of the respondent.

2. **Statement of Qualifications**
   Present a narrative summary of relevant experience and credentials, including resumes for key personnel and no fewer than three professional references. This section should not exceed five pages, excluding resumes.

3. **Research Methodology**
   Demonstrate familiarity with microgrid projects and provide a detailed work plan and list of deliverables to accomplish the scope of services in the timeframe allotted. This section should not exceed ten pages.

4. **Project Schedule**
   Present a detailed schedule of tasks and activities that coincides with the work plan and deliverables described in the Research Methodology.

5. **Cost Proposal**
   Provide a not-to-exceed budget for this project, inclusive of all meetings and direct expenses. The cost proposal should include a task-by-task estimate of hours for all staff, as well as hourly rates.

Proposals should be submitted in digital format (via email or CD-ROM) not later than 11:00 a.m. on Friday, January 31, 2013. Late proposals will not be opened or considered.
Presentations/interviews may be conducted with one or more respondents at the Consortium's discretion.

Questions and Clarifications

Please submit all questions and requests for clarification to James Gallagher, Executive Director, New York State Smart Grid Consortium (jgallagher@nyssmartgrid.com) and Nancy Doon, Senior Manager, New York State Smart Grid Consortium (NDoon@vhb.com). All questions and answers will be distributed to interested respondents.

Timetable

Request for Proposals Released:	January 10, 2014
Proposals Due:	January 31, 2014 by 11:00 a.m.
Award Notification:	February 15, 2014 (anticipated)