

# MEMO

## CONSULTANT TEAM

**TO:** Energy Efficiency Council  
**FROM:** EEC Legal Services Review Committee  
**CC:** Office of Energy Resources  
**DATE:** April 18, 2024  
**RE:** EEC Legal Services Vendor Recommendation Memo



### PROPOSAL REVIEW PROCESS

On February 2, 2024, the Energy Efficiency Council (EEC) issued Request for Proposals (RFP) number EERMC-2024-02 titled "Legal Services." By March 11, 2024, two (2) proposals were received. Council members Priscilla De La Cruz, Joe Garlick, and Kurt Teichert volunteered to serve as the Technical Review Team and reviewed all proposals.

The valuation was based on the following criteria: Overview and Work Plan (30 points), Qualifications and Experience (20 Points), Project Management and Organization (20 points), Cost Proposal (30 points), and ISBE Component (6 points), for a total of 106 possible points. Interviews were conducted with both vendors.

In the Cost Proposal description in the Council's RFP, the Council stated that "The Scope of Work is expected to require a commitment of approximately 100 hours per year starting on May 1, 2024" (p. 9). After scoring the technical components and opening the cost proposals, the Technical Review Team noted that the Handy Law proposal was for 100 hours of work and the Desautel Browning Law proposal was for 200 hours of work. While the scores provided below reflect the total costs submitted in the costs proposals, the Technical Review Team also went through the exercise of normalizing both proposals to be an equal number of hours and found that Handy Law was still the higher scoring vendor with the more cost-effective proposal.

### RECOMMENDATION

Based on the technical review, and especially the cost proposal review, The Technical Review Team proposes that the EEC contract with Handy Law, LLC for these services and accept the proposed workplan as the basis of the contract. The contract should be limited to the hourly rates included in the proposal. The technical proposal received from Handy Law was found to be responsive to all aspects of the RFP.

## SCORING SUMMARY

AVERAGE	Desautel Browning Law	Handy Law	Max Possible
Overview and Work Plan	29.0	27.7	30
Qualifications and Experience	19.7	19.7	20
Project Management and Organization	19.3	18.7	20
<b>TECHNICAL PROPOSAL TOTAL</b>	<b>68.0</b>	<b>66.0</b>	<b>70</b>
Cost Proposal	13.8	30	30
ISBE Certification	0	0.0	6
<b>TOTAL</b>	<b>81.8</b>	<b>96.0</b>	<b>106</b>

## TECHNICAL PROPOSAL SCORES

REVIEWER #1	Desautel Browning Law	Handy Law	Max Possible
Overview and Work Plan	29	29	30
Qualifications and Experience	20	20	20
Project Management and Organization	19	20	20
<b>TECHNICAL PROPOSAL TOTAL</b>	<b>68</b>	<b>69</b>	<b>70</b>

REVIEWER #2	Desautel Browning Law	Handy Law	Max Possible
Overview and Work Plan	29	25	30
Qualifications and Experience	20	20	20
Project Management and Organization	20	17	20
<b>TECHNICAL PROPOSAL TOTAL</b>	<b>69</b>	<b>62</b>	<b>70</b>

REVIEWER #3	Desautel Browning Law	Handy Law	Max Possible
Overview and Work Plan	29	29	30
Qualifications and Experience	19	19	20
Project Management and Organization	19	19	20
<b>TECHNICAL PROPOSAL TOTAL</b>	<b>67</b>	<b>67</b>	<b>70</b>

## REVIEW TEAM NOTES

### DESAUTEL BROWNING LAW

- Very familiar with the Energy Efficiency Council's procedures and the representation process
- Responsive to all aspects of the RFP
- Proposal demonstrated a clear understanding of Least Cost Procurement
- Proposal was clear and well-organized
- New staff introducing lower billable hour rate would help the Council complete their work cost effectively

### HANDY LAW

- Very experienced team in Rhode Island energy regulatory issues
- Proposal indicates a proactive approach for advancing the EEC's goals and responsibilities
- Responsive to all aspects of the RFP
- New staff with lower billable hour rate than senior staff which would help the Council complete their work cost effectively
- Described opportunities to ensure the Council is meeting its statutory requirements and fulfilling its mission