



RFI Announcement

HB 3141 – Equity Metrics Outreach and Engagement

The Oregon Public Utility Commission (“OPUC”) issued a request for information (RFI) to solicit information regarding third-party expert outreach and research services.

To respond to this RFI, please register on OregonBuys at <https://oregonbuys.gov/bs/> and look for **RFI# S-86000-00001999** to see the most up-to-date solicitation and submit a response by March 24, 2022.

OPUC Staff will also run an information session via Zoom on March 3, 2022. Please see details at the end of the document.

Background

House Bill 3141¹, Section II, requires the OPUC to establish and update, no less than every four years, equity metrics to assess, address, and create accountability for environmental justice in the expenditure and investment of funds provided to a non-governmental entity to acquire energy efficiency and small-scale renewables. The bill defines “environmental justice” as “the equal treatment, protection from environmental and health hazards, and meaningful involvement of environmental justice communities in the development, implementation and enforcement of regulations and policies that affect the environment in which people live, work, learn, practice spirituality and play.”

Energy Trust of Oregon is the non-governmental entity that invests these funds on behalf of the utility customers of Portland General Electric, Pacific Power, Avista Utilities, Cascade Natural Gas, and Northwest Natural. Energy Trust has a robust internal program that has been working for several years to implement diversity, equity, and inclusion principles throughout its organization.

The equity metrics established by the OPUC must reflect feedback gathered through a public process that, at a minimum, includes representatives of environmental justice communities. These communities include communities of color, communities experiencing lower incomes, tribal communities, rural communities, coastal communities, communities with limited infrastructure and other communities traditionally underrepresented in public processes and adversely harmed by environmental and health hazards, including but not limited to seniors, youth and persons with disabilities.

OPUC Staff (Staff) is seeking a third-party consultant to help design and implement a process for outreach and data collection from a diverse stakeholder group that would include representatives of environmental justice communities, to inform development of these equity metrics. Staff is interested in assistance with:

- Developing a plan to collect feedback from members of these communities through appropriate outreach and data collection methods
- Collaborating with stakeholders in development of research questions
- Recruiting broad representatives to engage on this topic

¹ HB 3141 found at:

<https://olis.oregonlegislature.gov/liz/2021R1/Downloads/MeasureDocument/HB3141/B-Engrossed>

- Implementing the plan to feedback from members of these communities through appropriate outreach and data collection methods
- Facilitating public workshops where Staff will discuss results and work with stakeholders to develop equity metrics
 - Centering the voice of Environmental Justice communities
- Providing analysis of data and recommendations for development of equity metrics.
 - These metrics should help assess disparate impacts amongst Environmental Justice communities

The purpose of this RFI is to determine (1) the availability, experience and qualifications of Consultants that can provide these services; (2) the scope that these services could provide; and (3) Consultant fees for this project.

The OPUC finds that this information is necessary to evaluate how these Consultant services may be implemented to assist in developing equity metrics in 2022. Most of the work on this contract will take place in Q2-Q3 2022.

Questions

The RFI will ask for responses to the following questions:

- 1.1 A short summary of the company's qualifications and a list of similar outreach and engagement contracts that are completed or currently in progress, with a special emphasis on projects in the Pacific Northwest. Please limit to 3 pages or less.
- 1.2 How would you design a strategy to connect with and collect feedback from representatives of environmental justice communities? Please feel free to propose various levels of engagement activities and indicative pricing. Please address the following proposed major activities to meet the items identified in Section 2 above.
 - Developing a plan to collect feedback from members of these communities through appropriate outreach and data collection methods
 - Collaborating with stakeholders in development of research questions
 - Recruiting broad representatives to engage on this topic
 - Implementing the plan to feedback from members of these communities through appropriate outreach and data collection methods
 - Facilitating public workshops where Staff will discuss results and work with stakeholders to develop equity metrics
 - Centering the voice of Environmental Justice communities
 - Providing analysis of data and recommendations for development of equity metrics.
 - These metrics should help assess disparate impacts amongst Environmental Justice communities
- 1.3 An indicative estimate of the costs of the outreach and engagement activities. Any cost estimates provided in response to this RFI are non-binding and will be used by OPUC solely to understand the potential budgetary needs for a third-party evaluator.
 - 1.3.1 If the costs of the work would vary based on scope or complexity, please describe both the factors that may cause an increase or decrease in the costs of the work as well as the resulting impact on costs.
- 1.4 Any other suggestions or comments for these services?

RFI Submission Process

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Optional Information Session

OPUC Staff is hosting an optional information session to provide background and answer questions on the RFI. Staff invites potential bidders to attend. In this meeting, Staff will provide a brief overview of the Oregon Public Utility Commission and its relationship to Energy Trust of Oregon. Staff will then answer questions from the audience.

Date: Thursday, March 3, 2022
Time: 11:30 – Noon Pacific Time
Access: Join the [Zoom meeting online](#) OR

Join by phone:

Call (971) 247-1195

Enter Meeting ID: 890 6982 5609

Enter Passcode: PWA43N&hnD

One tap mobile +19712471195,,89069825609#,,,,*3267801078#