

PROJECT REQUEST FOR QUALIFICATIONS (“RFQ”)
CONSULTANT INSTRUCTIONS

2026-RFQ: RFQ-UCS-25

RFQ Title: Sharepoint Power Automate Developer/Administrator

**RFP Title: Utility Consulting Services, Scope 5D-Application & Database
Infrastructure**

Issue Date: April 30, 2026

Questions By: May 4, 2026

Due Date: May 15, 2026

Eligible Prime Proposers: Advance Digital Systems, Inc., Crossfire Consulting Corp
Donnelly & Moore, Leidos, Raj Technologies, Unique Comp Inc

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

Submission:

Long Island Power Authority (LIPA) has implemented a new e-Procurement platform called EUNA. All RFQ submissions must be uploaded electronically to <https://lipower.EUNAhub.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](#)

Addenda:

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

Questions shall be submitted in writing using the EUNA 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 EUNA platform.

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

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

No work is authorized to commence without written authorization from the responsible LIPA Department Head. The Department Head responsible for the Project RFQ is Sidney Sheldon, Director, Information Technology.

PROJECT REQUEST FOR QUALIFICATIONS - SCOPE OF WORK

2026-RFQ-UCS-25

RFQ Title: SharePoint Power Automate Developer/Administrator

RFP Title: Utility Consulting Services, Scope D-Application & Database Infrastructure

Issue Date: April 30, 2026

Questions By: May 4, 2026

Due Date: May 15, 2026

Scope of Work - SharePoint, Power Automate Developer/Administrator

LIPA is seeking a Developer/Administrator with extensive experience in SharePoint Online, Microsoft Power Automate, and modern intranet solutions.

Duties/Responsibilities

- Technical design, build, and deployment of SharePoint Online sites, including custom web parts using SharePoint Framework (SPFx), React, and TypeScript.
- Develop, configure, and maintain enterprise intranet websites and departmental collaboration sites aligned with LIPA's branding, governance, and accessibility standards.
- Design and implement Microsoft Power Automate cloud flows and Power Platform solutions to automate business processes, approvals, and notifications.
- Build and support API integrations between SharePoint, Microsoft 365, and existing/future LIPA line-of-business systems.
- Create reusable site templates, list/library templates, and content types to support repeatable business processes.
- Manage SharePoint permissions, security groups, and identity integration via Microsoft Entra ID (Azure AD).
- Develop custom and out-of-the-box web parts to enhance user experience and deliver dynamic content on intranet pages.
- Assume project management duties including planning, scheduling, monitoring, and presenting project status to stakeholders throughout the project lifecycle.
- Provide end-user and administrator training, documentation, and support materials for SharePoint and Power Automate solutions.
- Propose opportunities to improve and streamline processes and workflows through SharePoint, Power Platform, and other available technologies.
- Monitor site health, usage analytics, and performance; troubleshoot and resolve SharePoint and Power Automate issues.

Qualifications

- 10+ years of experience in enterprise-level SharePoint design, development, and administration, including SharePoint Online and SharePoint Server.
- 5+ years of hands-on experience developing custom web parts using SharePoint Framework (SPFx), JavaScript/TypeScript, React, HTML, and CSS.
- 5+ years of experience building and maintaining corporate intranet websites, with strong understanding of UX/UI, information architecture, and responsive design.
- 5+ years of experience with Microsoft Power Automate, including cloud flows, approval workflows, and integration with SharePoint, Teams, and external systems.
- Proven experience with Power Platform: Power Apps, Power Automate, and Dataverse.

- 15+ years of experience supporting SharePoint end users and delivering training.
- 15+ years of experience with web user interface design and front-end development.
- Strong experience customizing SharePoint interfaces for internet and intranet applications.
- Expertise in API development, REST services, and integration using Microsoft Graph and PnP.
- Bachelor’s degree in Computer Science, Information Technology, Engineering, or related field, or equivalent work experience.
- Relevant Microsoft certifications (e.g., PL-400, MS-600, PL-100) preferred.

Schedule of Events:

RFQ-UCS-25 Issue Date: April 30, 2026
Questions due date: May 4, 2026 by 3 PM
RFQ response due date: May 15, 2026 by 3PM
RFQ anticipated award: Immediately after
Project duration estimate: One year with the option to be extended for two 6-month extensions.

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. **Consulting firms must respond to all the items listed below, in the order listed. Consulting firms should limit their response to five (5) single-sided pages not including resumes.**

1. Detail proposed personnel project experience related to this RFQ, specifically highlighting SharePoint web part development, intranet website projects, and Power Automate implementations. Attach resumes of up to 2 candidates. LIPA will review resumes and may conduct interviews.
2. Using the table format below identify proposed personnel titles and their availability to work on the project.
3. Detail any special instructions or requirements

The evaluation criteria will be the same as the one used in the underlying RFP.

*Per Schedule D in 2025 Approved Utility Consulting Services Contracts

- Candidate must reside in the United States of America

Consultant’s position: SharePoint, Power Automate Developer/Administrator

Name	Title	Hourly Rate
	SharePoint, Power Automate Developer/Administrator	