ADDENDUM NUMBER 1: QUESTIONS AND ANSWERS

FOR

Streamlining Community-Wide Electrification Program

Issued: May 21, 2020
**Question #1:** Is this research focused on new construction or retrofit applications, or does it cover both?

**Answer #1:** The Streamlining Community-Wide Electrification Program will cover both new construction and retrofit applications for the listed technologies on page 10 & 11 of the RFP.

**Question #2:** Can you clarify what is being requested in the second bullet, under item 4, Proposed work plan, in section 5 (pg 5), beginning “Describe integration requirements or options (with SVCE systems or data)…”? Is there an expectation that the deliverables integrate with existing SVCE systems or provide a digital or interactive interface?

**Answer #2:** The Streamlining Community-Wide Electrification Program is the first phase of a two-phase project. This RFP addresses the first phase of the overall project and will assess current permitting and inspection processes. The second phase will focus on the implementation of solutions identified by the RFP. If the respondent would like to indicate integration requirements that may be required in phase two, they may. But it is anticipated that this scope of work may not require any integration. Therefore, Bidders do not have to respond to the above bullet point stated in the proposed work plan, unless they have relevant information they would like to offer for consideration.

**Question #3:** The RFP includes a discussion in Section 16 of timeline, with the "target time period for the work described in the RFP is May through September 2020". Given unknowns introduced by the COVID-19 pandemic and the nature of any re-opening and or reintroduction of Shelter in Place orders, how should proposers speak to the following?

- Timeline generally?
- Assumptions on the availability of SVCE staff?
- Assumptions on the availability of building department staff and other stakeholders of interest at SVCE member agencies?

**Answer #3:** While SVCE staff and majority of member agencies are working remotely, we understand that the continuation of shelter-in-place and the uncertainties of COVID-19 may impact member agencies and stakeholders’ availability. SVCE can be flexible with the timeline of the RFP. Proposed modifications or contingencies to the Timeline should be noted in the Bidder’s proposal.
**Question #4:** Section 16 discusses two primary deliverables for the project: “a Baseline Assessment benchmarking member agencies current permitting processes related to all-electric technology and appliances with a comparison their gas appliance counterpart”, and; “a Best Practices Guide” to “highlight jurisdictions with model streamlining permitting processes related to all-electric technology”. These deliverables do not seem consistent with the discussion of the “Proposed work plan” in Section 5.

Can SVCE further clarify how the requested deliverables in Section 16 align with the requests in Section 5 for the proposed work plan to address the following (text in italics taken directly from RFP):

- "Describe integration requirements or options (with SVCE systems or data). Please indicate other (solution, technology, service, data) providers that you currently work with that your solution is integrated with. Please describe the level of integration. Indicate whether your solution has an API, widgets, or other data or integration to be leveraged inside another site.”
- "Describe any services you offer related to customer engagement: search engine optimization, digital advertising, social media advertising and other engagement, email marketing, and other marketing.”
- "Describe any reporting or tracking tools provided with the solution.”

**Answer #4:** The Streamlining Community-Wide Electrification Program is the first phase of a two-phase project. The above bullet points are more likely to be relevant for the second phase. Therefore, Bidders do not have to respond to these bullet points that are stated in the proposed work plan, unless they have relevant information they would like to offer for consideration.

**Question #5:** If the clarifications to the question above trigger significant changes to the requested information in the proposed work plan, can SVCE extend the due date for submittals to allow proposers sufficient time to respond to SVCE revised guidance?

**Answer #5:** Please see response to Question #4. SVCE will continue to keep the original due date for submittals.

**Question #6:** Section 16 discusses in “Overview” how the Program will examine “EVSE at the commercial level”. Section 5 requests that the proposed work plan “Provide suggestions on the feasibility of expanding the Scope of Work to include commercial buildings”. Is SVCE requesting the proposed work plan only address “EVSE at the commercial level” or is SVCE requesting suggestions for commercial buildings beyond EVSE?
Answer #6: EVSE permitting at any property including commercial is within scope of the RFP. Non-EVSE technologies that are listed in the RFP currently cover residential only. Bidders may provide suggestions for expanding the Scope of Work to include non-EVSE technologies at non-residential properties.

Question #7: As detailed in Section 16 Project Scope: The Program will have two deliverables, the first, a Baseline Assessment benchmarking member agencies current permitting processes related to all-electric technology and appliances with a comparison their gas appliance counterpart. This document will be used internally to evaluate current processes within SVCE’s service territory. The second deliverable will consist of a Best Practices Guide. Section 16, Task 1 requests the Baseline Assessment include findings related to the “full cost and time requirement for each technology listed above”.

Based on our work with many California local governments, we know that many are in process of evaluating and potential increasing their fees, in part related to COVID-19 impacts. Can SVCE clarify its objectives for this information gathering given these COVID realities?

Answer #7: The objective for this task includes gathering current information to benchmark member agencies current permitting fees and anticipated fee changes in response to COVID-19. Data collected for this objective should cover all anticipated fee changes for the listed technologies in the RFP.

Question #8: Many jurisdictions do not have set fees, but rather a formula for calculating fees (i.e., square footage of the building, the cost of the alteration, etc.). Some jurisdictions have multiple, separate fees for the same project (i.e., one fee for Building, one fee for Fire). When a schedule of set/fixed fees is not used for a specific project in a specific jurisdiction, would a description of how that jurisdiction calculates its fees meet the deliverable?

Answer #8: One of the objectives of the benchmarking assessment is to determine the magnitude and variation of permitting costs across our member agencies jurisdictions for the provided list of technologies, such that this data can be incorporated into up-front and lifetime cost assessments of decarbonization measures. Therefore, a description of a jurisdiction’s fee calculations combined with historical data on observed permitting costs can be used to meet this deliverable.

Question #9: Are you looking for deep (quantitative) data analyses to pull out permitting trends from the local jurisdictions? If yes, do you already have data sharing agreements in place with the local jurisdictions?
Answer #9: While SVCE does not have a data sharing agreement in place with our member agencies, historical building permit data is considered public information, therefore, data analyses related to permitting trends is expected.

Question #10: Can you clarify what role social media and SEO have in the project?

Answer #10: Please see response to Question #4 above.