



ADDENDUM 5
June 27, 2022

1. Can MWCOCG please expand on what they are looking for in regard to open-source calculators as state in scope item 15 under Task 2?

COG cannot identify all possible tools that may be needed or developed under this procurement, it will depend on specific project needs. An example of an open-source tool could be a simple spreadsheet tool that allows users to establish a baseline emission projection and then enter variables such as efficiency, market penetration, and applicability to estimate and graphically visualize potential emission reductions for specific mitigation strategies and actions. Another example could be the development of an online dashboard to track progress towards goals that can continue to be updated by staff in the future.

2. On page 16 in section XI it states: “DBE participation is NOT a factor in this phase.” Please confirm that DBE participation is not a factor in scoring of proposals. If it is, please provide an updated scoring factor table.

COG has determined that consideration of DBE participation will not be included in the scoring factors for this RFP, however a sample DBE Plan based on the tasks being quoted is still required to demonstrate that the participants are making a good faith effort to include DBE’s firms in their work.

Any later Task Orders under this contract(s) will require additional DBE Plans to be submitted.

Please remember that this MUST be DBE firms only. No other certification will be accepted.

3. Do DBE participants have to be certified with MWCOCG /appear on MWCOCGs list of DBEs or can they be certified through another state/entity?

Addendum 4:

COG does not certify DBE’s. They can be certified through any DBE certifying organization in the United States, but they must be DBE only. No other certification is accepted.

Certification documentation, typically a letter from the certifying agency, for all DBE’s being proposed must be provided with the sample DBE Plan. COG staff will not research the DBE status for any proposers.

4. Will the question deadline also be extended given the extension of the overall proposal due date of July 8th?

YES. As per the RFP the question Deadline is 5 working days prior to the RFP submission date.

5. Can MWCOG provide any additional guidance to assist proposers in estimating costs for the sample tasks?

Provide an estimate of the level of effort in terms of labor and other direct costs for work activities you would propose to complete the assignment.

6. Do proposers need to document assumptions in terms of hours and subtasks for the pricing of the sample tasks in the cost proposal?

Yes, provide labor and fully burdened salary rates as well as other direct costs.

7. In Section XIII Proposal Response Form – RFP 20-017 – should a Proposal Response Form be submitted for each individual team member or should only one form be submitted by the prime contractor?

One Proposal Response Form should be submitted by the Proposer only.

- a. Can the Section XIII Proposal Response Form – RFP 20-017 be edited to show the estimated future year rates or should that be included elsewhere in the proposal?

Future rates will be negotiated with the contractor.

8. Is any supporting documentation required for the DBE Plan, or is completing The DBE Plan Form (Attachment D) sufficient?

Yes, the DBE sample Plan will require certification documentation for any DBE being listed in the plan submission. See questions 2 and 3 in the addendum.

- a. Should the DBE Plan Form be Completed for each of the 4 tasks outlined in Section XIII – Proposal Response Form RFP 20-017?

Yes. See questions 2 and 3 in this addendum.

9. Should firms disregard the file labeling structure as requested in the RFQ...
- RFP 22-017 File A – Technical Proposal
 - RFP 22-017 File B **Price and DBE**
 - RFP 22-017 File C **References**

Given the new order of files?

- File 1 - Section 1 - Letter of Interest, Table of Contents, Executive Summary and Technical Proposal Section 2 – Project Management Plan
- File 2 - Section 3 – **Resumes and Past Work**
- File 3 - Section 4 – **Offeror Responses/Cost/Forms**)

Yes