

**RFP NO. PSC-18-08**

**TECHNICAL CONSULTANT TO ADVISE THE COMMISSION ON FC 1130 – MODERNIZING THE ENERGY DISTRIBUTION SYSTEM FOR INCREASED SUSTAINABILITY (MEDSIS)**

**ADDENDUM NO. 2**  
**ISSUED: March 20, 2018**

This Addendum No. 2 to RFP No. PSC-18-08 is issued by e-mail and posted on the Commission's website at [www.dcpsc.org](http://www.dcpsc.org).

**Section 1 - Question and Responses**

Below are questions and answers regarding the subject RFP.

1. My firm is actively engaged on several projects with Exelon which involves key stakeholders from PHI, which is under the jurisdiction of the Commission. Many relationships exist between the two organizations. Will that relationship disqualify us from consideration for this engagement and/or negatively impact our scoring potential?

**Response:** Not necessarily. Bidders with potential conflicts of interests should disclose those conflicts, providing enough detail for the Commission to determine whether the conflict is disqualifying. Additionally, if a Bidder has a conflict, then the Bidder should explain what measures it will take to cure the conflict if selected.

2. Do commissioners or commission staff expect a presentation/briefing on the final working group reports?

**Response:** Yes.

3. Will the utility provider be available to provide data for the system assessment?

**Response:** Yes, subject to certain conditions.

4. How will the composition of the working groups be determined? Will the consultant be provided with a list of relevant stakeholders in order to form the working groups? What is the anticipated size of each working group?

**Response:** There is no predetermined list of stakeholders. However, numerous entities have been participating in the Initiative to-date. Interested Stakeholders for each working group will be identified by the consultant in consultation with commission staff. The size of each working group may vary depending on the subject, scope, and number of relevant stakeholders designated to participate.

5. Who will identify the stakeholders for the technical conference and working groups? Is this the sole responsibility of the Consultant or the Commission, or will the Consultant and Commission work together to identify stakeholders?

**Response:** See response to Question 4.

6. Is there an incumbent for this work?

**Response:** No.

7. Is this a new contract engagement for the DC PSC or is/has an incumbent currently or recently been retained? If so, can the PSC name them.

**Response:** This is a new contract. There is no incumbent.

8. Can the DC PSC indicate the number and names of the designated stakeholders to the DC PSC as described under Section 1.2, Phase I, of the RFP?

**Response:** See response to Question 4.

9. Has the Working Group process been initiated yet by the DC PSC or is this effort just underway, including the development of Working Group Papers noted in Section 1.2, Phase II?

**Response:** The Working Group process has not been initiated.

10. Has PSC brought in a contractor to do this type of stakeholder engagement work before? If so, who was the contractor?

**Response:** No.

11. Will the selected consultant for Phase 1 and Phase 2 be prevented from participating in the later activities (Phase 4)?

**Response:** No. The consultant selected for Phase 1 and 2 will not be prohibited from responding to a future solicitation for Phase 3 and or Phase 4.

12. Will the selected Consultant's participation in Phase 1 and Phase 2 result in a prohibition on the Consultant to respond to a Phase 4 MEDSIS pilot project RFP?

**Response:** See response to Question 11.

13. The RFP indicates the bid will be for Phase 1 and Phase 2 support. However, the section detailing all four (4) phases, indicates the Consultant will support during Phase 4 too. Please clarify if the bids should include Phase 1, Phase 2, AND Phase 3.

**Response:** See response to Question 11.

14. What is the relation of the Consultant selected for Phases 1 and 2 to the Consultant selected for Phases 3 and 4? Does the Commission anticipate that they will be the same, assuming successful delivery of Phases 1 and 2? Or will Phases 3 and 4 be separately bid at a later time?

**Response:** See response to Question 11.

15. Does the PSC have energy storage sites under consideration?

**Response:** No.

16. How do we use the past performance evaluation form, Attachment E? Do we ask our clients to complete it and send to us for inclusion in our submissions?

**Response:** Yes. As a part of the Offeror's response to Section 12.5, Offerors shall submit as part of its proposal at least three Past Performance Evaluation Forms (Attachment E) completed by its clients.

17. Past Performance Questionnaires- Should the offerors request the completed PPQs be sent from their reference directly to the Public Service Commission and if so who shall the recipient be? Or shall the offeror request the PPQs sent back to the offeror and included with our proposal?

**Response:** See Response to Question 16.

18. Shall the budget documentation be submitted as a separate volume and packaged separately from the technical proposal volume?

**Response:** Yes. Please submit the Price Proposal in a separate volume from the Technical Proposal.

19. Is the Consultant limited to three staff total for the project, or just three staff for the oral presentation of the project?

**Response:** Offerors in the competitive range who are invited to make oral presentations are limited to three staff only for the oral presentation.

20. Besides the two-page limit for the executive summary, are there any page limits for other sections of the RFP, or for the entirety of the RFP?

**Response:** There are no limits for other sections of the Offeror's response to the RFP.

21. Can we submit our response electronically rather than submitting 4 physical copies?

**Response:** The Commission requires four physical copies of the RFP.

22. Does the DC PSC have a standard form of contract under which the contract performance will be governed, and if so, are any exceptions allowed to its standard contract terms and conditions?

**Response:** The Commission does have a standard form of contract under which contract performance will be governed. Exceptions to standard terms and conditions are considered on a case by case basis.

23. If our organization (the offeror) would like to add a subcontractor to our proposal, would that subcontractor be required to submit the same attachments enumerated in the RFP? For example, would our subcontractor also need to provide resumes for their staff and list billings rates for their staff?

**Response:** If an Offeror proposes to use a subcontractor(s), the Offeror shall submit the proposal as the prime contractor; describe the role of the subcontractor and; submit resumes and hourly rates of the subcontractor's staff who would be a part of the prime contractor's team.

24. How much of our bid is released publicly? Specifically, will the team I propose be listed?

**Response:** Proposals are not routinely released to the public at any time. Proposal information is normally considered confidential until after award. After award, the name of the awardee and the amount of the award is released to the public. However, Offerors may also indicate the information in their proposal which is considered confidential and proprietary.

## **Section 2 - RFP Modifications**

Below are modifications to the subject RFP:

1. Section 13 – Anticipated Schedule of Activities

**Delete:** "The following reflects the Commission's anticipated schedule of activities. The Commission reserves the right to amend this schedule as necessary. Any changes to the schedule will be posted on the Commission's website at [www.dcpsc.org](http://www.dcpsc.org)."

**Replace with:** "The following reflects the Commission's anticipated schedule of activities. This schedule is subject to change as the Commission proceeds through the evaluation and award process."