



California Energy Commission

Energy Code Compliance Software Support and Development Pre-Bid Conference

RFQ-21-402

Efficiency Division
California Energy Commission
November 30, 2021



Welcome and Introductions

- **Christine Collopy**, Assistant Deputy Director
Efficiency Division
- **Elizabeth Thomsen**, Commission Agreement Manager
Efficiency Division
- **Angela Hockaday**, Commission Agreement Officer
Contracts, Grants, and Loans Office



Housekeeping Items

- Webinar is being recorded
- Please hold questions until Q&A portion
- Raise your hand or use Zoom Q&A feature if you need help
- Solicitation document updates located on CEC website at <https://www.energy.ca.gov/funding-opportunities/solicitations>



Agenda

Time	Topics
10:00 a.m.	Welcome and Introductions
10:20 a.m.	Scope of Work
10:25 a.m.	Submission Requirements
10:30 a.m.	Evaluation Process and Criteria
10:35 a.m.	Questions and Answers



Background

- Building Energy Efficiency Standards (Energy Code) adopted in 1977
- Updated on a three-year cycle
- Contributes to California's per capita electricity consumption levels remaining relatively flat



Goals

- Building decarbonization in newly constructed residential and nonresidential buildings
- Decreasing energy consumption in existing residential and nonresidential buildings



Compliance Software

- Develops and maintains free software for use in demonstrating performance compliance
 - CBECC-Com: Nonresidential buildings
 - CBECC-Res: Low-rise residential buildings
- Completes updates in coordination with Energy Code updates
- Completes additional maintenance releases



Purpose

- Developing, updating, and maintaining residential and nonresidential compliance documents, performance modeling tools, and related materials to support the California Energy Code



Key Activities and Dates

Activities	Action Date
RFQ Release	November 9, 2021
Pre-Bid Conference	November 30, 2021
Written Question Submittal Deadline by 5:00 p.m.	December 7, 2021
Distribute Questions / Answers and Addenda	December 17, 2021
Deadline to submit SOQ by 5:00 p.m.	January 18, 2022
SOQ Discussions with Firms	January 24-28, 2022
Notice of Selection	February 8, 2022
Cost Negotiations	February 8-15, 2022
Notice of Proposed Award	March 1, 2022
CEC Business Meeting	May 11, 2022



Funding

- Maximum of \$4,500,000 available to fund the three-year contract resulting from this solicitation

Fiscal Year	Amount
2021-2022	\$1,500,000
2022-2023	\$1,500,000
2023-2024	\$1,500,000



Eligible Firms

- Open solicitation for public and private entities
- Team must include professional architectural and engineering consultants qualified to perform tasks outlined in scope of work
- Firms are required to register and be in good standing with the California Secretary of State
 - <http://www.sos.ca.gov>



Disabled Veteran Business Enterprise (DVBE) Participation

- Mandatory certified DVBE participation of at least 3% is required
- Incentive points available for Firms that include more than 3% DVBE participation



Scope of Work

TASK #	DESCRIPTION OF TASK
1	Agreement Management
2	Standards Software Tools Development and Maintenance
3	Enhancing and Supporting Data Exchange Infrastructure for the Energy Code
4	Software Tools Documentation and Deployment
5	Contingencies and Additional Topic Areas for Building Energy Code Compliance and Technical Support



Work Authorizations

- Contract resulting from solicitation will be a Work Authorization (WA) Agreement
- All work must be authorized via a WA
- Each WA defines the scope of work, budget, and schedule for the work to be performed



Retainer Contract

- Agreement resulting from solicitation will be a no-fee “retainer” contract
- Contractor held on retainer and assigned work via WAs
- No guarantee for any minimum or maximum amount of work or contract funds



Submission Requirements

- Responses to solicitation must be in a Statement of Qualifications (SOQ)
- SOQ must detail Firm's qualifications to perform tasks outlined in scope of work
- Must submit SOQ in Grant Solicitation System located at <https://gss.energy.ca.gov/>
 - No submissions accepted after deadline



Submission Requirements (Continued)

- Do not include confidential information
- Do not submit price quotes or bids
- Firm submitting SOQ must be Prime Contractor
- Firms may withdraw or modify a submitted SOQ before the deadline
- Prime Contractor must be a single entity, not a group of representatives



SOQ Formatting and Organization

Formatting

- Typed using standard 11-point font
- Single-spaced with a blank line between paragraphs
- Pages must be numbered
- Sections must be titled

Organization

- Section 1 – Administrative Response
- Section 2 – Technical Response



Section 1 – Administrative Response

Required Items	Attachment #
Cover Letter	N/A
Table of Contents	N/A
Contractor Status Form	Attachment 1
Darfur Contracting Act Form	Attachment 2
Disabled Veteran Business Enterprise (DVBE) Declarations Form (STD 843)	Attachment 3
Bidder Declaration Form (GSPD-05-105)	Attachment 4
Contractor Certification Clauses	Attachment 5
Iran Contracting Act Form	Attachment 8
Civil Rights Law Certification	Attachment 9



Section 2 – Technical Response

Required Items	Attachment #
Approach to Tasks in Scope of Work	N/A
Project Team Organizations Structure and Cost Minimization	N/A
Project Team Relevant Experience and Qualifications	N/A
Analytical Tools	N/A
Client References	Attachment 7



Evaluation Process and Criteria

- Administrative and completeness screening
- Grounds to reject an SOQ
 - Firm submitted multiple SOQs
 - Not prepared in format described
- Evaluation of qualifications
- Ranking of SOQs



Evaluation Process and Criteria (Continued)

- SOQ discussions with Firms
- Notice of Selection
- Cost negotiations
- Notice of Proposed Award
- CEC Business Meeting



Questions and Answers

- Questions / answers and any addenda posted on December 17, 2021, to CEC website at <https://www.energy.ca.gov/funding-opportunities/>
- Please use Q&A to submit questions now



Questions and Answers (continued)

- **Written question submittal deadline is December 7, 2021, at 5:00 p.m. (PST)**
- Please submit questions via email to:

Angela Hockaday

Commission Agreement Officer

Angela.Hockaday@energy.ca.gov



Thank you!