**RFP-24-802**

**Technical Support for**

**Low-Carbon Fuel Potential in California**

**Addendum 01**

**November 5, 2024**

**Note: Added language appears in bold underline, and deleted language appears in ~~strikethrough~~ and within square brackets.**

The purpose of this addendum is to make the following revisions to the Application Manual.

1. Page 3 of the Solicitation Manual:

[~~https://www.energy.ca.gov/funding-opportunities/solicitations~~]

[**https://www.energy.ca.gov/funding-opportunities/solicitations**](https://www.energy.ca.gov/funding-opportunities/solicitations)

1. Page 6 of the Solicitation Manual:

**TASK LIST**

|  |  |
| --- | --- |
| **Task #**  | **Task Name**   |
| 2  | ~~[Hydrogen Feasibility and Impacts Analysis]~~ **Low-Carbon Fuel Feasibility and Impacts Analysis** |

1. Page 9 of the Solicitation Manual:

**SCHEDULE OF DELIVERABLES AND DUE DATES**

Note: Actual deliverables will be specified in each Work Authorization

|  |  |  |
| --- | --- | --- |
| **Task** **Number**  | **Deliverable**  | **Due Date**  |
| 2  | ~~[Hydrogen Feasibility and Impacts Analysis]~~ **Low-Carbon Fuel Feasibility and Impacts Analysis** | To Be Determined in WA. |

1. Page 13 and 14 of the Solicitation Manual:

**B. Organizational Structure**

1. Describe the organizational structure of the [~~Bidder]~~ **team, including the prime. Identify and describe the roles of key personnel**.~~[, i~~**~~I~~**nclud**e**~~ing providing]~~ an organizational chart of the entire contract team.
2. Provide a short description of ~~[each firm and key members on]~~ the team. Describe the relationship between the Contractor and Subcontractors on your team.
3. Identify the location of the Bidder’s and Subcontractor’s headquarters and satellite office(s) and proposed methods of minimizing costs to the State.
4. ~~[Describe Bidder’s professional awards.]~~

**4.** **Identify the percentage of time each team member will be available throughout the contract.**

**5.** **Provide a current resume for all key team personnel, including job classification, relevant experience, education, academic degrees and professional licenses.**

1. ~~[Describe the organization, composition, and functions to be performed by staff members of the Bidder and any Subcontractors and how the staff pertains to this contract.]~~
2. **Approach to Managing Work – Program Management**

**Each bidder shall describe their experience with managing multiple, complex issues and resolving problems and disputes. Bidder also should describe quality assurance/control processes and fiscal management.**

* + - 1. ~~[Document the project team’s qualifications as they apply to performing the tasks described in the Scope of Work. Describe recently completed work as it relates to this Scope of Work.]~~
			2. ~~[Identify and list all Bidder staff and Subcontractors (all team members) who will be committed to the tasks and describe their roles.]~~
			3. ~~[Provide a current resume for all team members listed, including job classification and description, relevant experience, education, academic degrees and professional licenses.]~~
			4. ~~[Identify the percentage of time each team member will be available throughout the contract.]~~
1. Page 18 and 19 of the Solicitation manual, Evaluation Criteria:

|  |  |
| --- | --- |
| 1. **Organizational Structure**
 | **15** |
| 1. ~~[Organizational chart shows efficient, well-defined team structure]~~ **Team composition demonstrated breadth and depth of experience with scope of work areas.**
2. ~~[Adequate coverage]~~ **Demonstrated expertise of program manager to lead a cross-functional team relative to** ~~[of]~~ scope of work requirements.
3. Clearly defined functions to be performed by key team members and how the staffing pertains to this contract.
4. Resume provided for all key personnel (Bidder and Subcontractors) as defined by Bidder.
5. **Demonstrates strong capability to manage personnel and sub-contractors effectively and efficiently.**
 |   |
| 1. **Approach to Managing Work – Program Management**
 | **15** |
| ~~a) [Demonstrates strong capability to manage personnel and sub-contractors effectively and efficiently.]~~~~b~~**a**) Demonstrates adequate fiscal management and controls ~~c~~**b**) Demonstrated experience and success at managing multiple, complex issues and resolving problems and disputes ~~d) [Has capability for word processing, document management, spreadsheet expertise, and technical writing and editing]~~ ~~e~~**c**) Has well-established quality control processes |  |
| 1. **Client References**
 |  **[~~10]~~ 5** |
| 1. Each Bidder shall complete Client Reference Forms for current (within the past three years) references. Three client references are required for the Contractor and three for each Subcontractor. References will be checked and scored accordingly.
 |  |
| 1. **Previous work products**
 | **5** |
| **Quality of example(s) of similar project(s) that were managed by the Bidder.** |  |