



REQUEST FOR QUALIFICATIONS

SONOMA CLEAN POWER RESIDENTIAL DEMAND RESPONSE COMMUNITY DONATION PARTNERS

TO:	All Prospective Submitters
SUBJECT:	Request for Qualifications: Sonoma Clean Power Residential Demand Response Community Donation Partners
DATE ISSUED:	February 2, 2021
RESPONSES DUE:	March 2, 2021

I. PROJECT SUMMARY

Sonoma Clean Power Authority (“SCP”) issues this Request for Qualifications (RFQ) to solicit proposals from qualified 501(c)(3) community partners (“Submitters”) to participate in SCP’s demand response offering (“Program”). The Program will offer SCP customers cash rewards for participating in “demand response events” and reducing energy use during these “event” times. These cash rewards can be kept by the customer or donated to community donation partners as identified through this RFQ. SCP’s target date for commencement of the Program is July 1, 2021.

Minority-owned and women-owned 501(c)(3) organizations are encouraged to respond to this RFQ.

II. ABOUT SONOMA CLEAN POWER

SCP is a public, locally-run “community choice aggregation” power provider covering approximately 525,000 customers in Sonoma and Mendocino Counties (except Healdsburg and Ukiah). Sonoma Clean Power is proud to serve our communities by delivering on our mission of turning the tide on the climate crisis, through bold ideas and practical programs. This includes positively impacting the greatest needs of our communities through making meaningful contributions. For more information about SCP go to: www.sonomacleanpower.org.

III. RFQ TIMELINE

EVENT	DEADLINE
RFQ Published	February 3, 2021
Deadline for questions to be submitted	February 16, 2021



Responses to questions to be posted on SCP website	February 17, 2021
Submittal packages due	5:00 PM, March 2, 2021
RFQ Submission review complete	March 9, 2021
Target Date for Interviews	March 16, 2021

IV. PROJECT BACKGROUND & SCOPE

A. PROJECT BACKGROUND

Sonoma Clean Power's GridSavvy Community was created to enable more communities in Sonoma and Mendocino counties to be powered by local, clean energy. GridSavvy Community customers can currently receive incentives on smart devices such as electric vehicle charging stations, smart thermostats, and heat pump water heaters. In 2021, SCP will be expanding this program to offer "behavioral demand response" where our customers are prompted to reduce energy usage during times of peak stress on the electricity grid. Participating customers can earn cash rewards that they can keep or donate to one of SCP's pre-selected community partners.

V. REVIEW PROCESS

A. Submittals will be scored based on:

1. Thoroughness and quality of response.
2. Alignment of submitter organization's mission with Sonoma Clean Power's mission.
3. Ability for submitter organization to help promote the Program.
4. Satisfaction of minimum and desired Submitter requirements, as described in this RFQ.
5. Any other factors SCP deems relevant.

B. Depending on the responses to this RFQ and interviews, SCP may choose to contract with more than one organization or individual, regardless of whether such individual and/or organization responded to this RFQ. SCP staff will evaluate the responses to this RFQ, and may, in its discretion, interview selected firms and individuals that staff determine are most qualified.

C. Issuance of this RFQ is not a guarantee that SCP will enter into any contract with any respondent. SCP reserves the right, at its sole discretion, to waive irregularities in submittals, submittal requirements (including minimum/desired Submitter and Product requirements), to



request modifications of any submittal, to accept or reject any or all submittals received, and to cancel all or part of this RFP at any time prior to awards.

- D. Responses that do not satisfy RFQ and Submittal Requirements cannot be adequately evaluated.

VI. QUESTIONS REGARDING THE RFQ; ADDENDA

For questions regarding this RFQ, please contact: programs@sonomacleanpower.org with the subject line clearly marked "*Residential DR Community Partners - RFQ.*" Questions must be received no later than the deadline set forth in section III of this RFQ. SCP will not guarantee providing answers to questions submitted after the question deadline but will make reasonable efforts to do so. SCP will post and share responses to all questions submitted by the deadline established in this RFQ publicly.

In the event if becomes necessary to revise any part of this RFQ, SCP will issue written addenda. Any amendment to this RFQ is only valid if it is in writing and issued by SCP. No oral interpretations or answers will bind SCP. All addenda issued by SCP will become part of this RFQ.

VII. RFQ SUBMITTAL PROCESS

- A. **Submittal Deadline.** The deadline for submittal of proposals is 5:00 p.m. on March 2, 2021. No proposals will be accepted after that time.
- B. **Place and Form of Submittal.** One copy of the proposal should be emailed to programs@sonomacleanpower.org with the subject line clearly marked "Residential DR Community Partners – RFQ Submittal". Upon submittal, you will receive a confirmation of receipt.
- C. Submission of a Submittal shall be deemed a representation that the Proposer:
 - 1. Has carefully read and fully understands the information provided by SCP as part of this RFQ, including all Exhibits;
 - 2. Represents that all information submitted is true and correct; and
 - 3. Acknowledges that SCP has the right to make any inquiry it deems appropriate to substantiate or supplement information as necessary.
- D. No request for modification of a Submittal shall be considered after submission on the grounds that a Firm was not fully informed about any fact or condition.

VIII. SUBMITTAL REQUIREMENTS

- A. Proposers should provide only complete and accurate information.



- B. The submittal shall contain responses to all questions in Attachment A. The submittal may be either hand written or typed, but must fit in the provided space.
- C. Attachment A shall signed by individual with authority to bind organization/firm.

IX. GENERAL TERMS AND CONDITIONS

- A. **California Public Records Act.** All submittals in response to this request shall be subject to disclosure under the California Public Records Act. In the event that a Submitter desires to claim portions of its proposal exempt from disclosure, it is incumbent upon the Submitter to clearly identify those portions with the word "confidential" printed on the lower right-hand corner of the page. SCP will consider a Submitter's request for exemption from disclosure; however, SCP will make a decision based upon applicable laws. Assertions by a Submitter that the entire submittal or large portions are exempt from disclosure will not be honored. All responses to this Request for Information shall become the property of SCP and will be retained or disposed of accordingly.
- B. All submittals received by the specified deadline will be reviewed by SCP for content, including but not limited to, battery capability, experience and qualifications of the Submitters.
- C. During the evaluation process SCP may request from any Proposer additional information which SCP deems necessary.
- D. Respondents bear all costs associated with responding to this RFQ, and SCP will provide no compensation for these costs.

X. RIGHTS OF SONOMA CLEAN POWER

- A. This RFQ does not commit SCP to enter into a contract, nor does it obligate SCP to pay for any costs incurred in the preparation and submission of a qualifications statement or in anticipation of a contract.
- B. SCP reserves the right to:
 - 1. Issue subsequent solicitations;
 - 2. Postpone any of the time periods set forth in this RFQ, for its own convenience;
 - 3. Remedy technical errors in the RFQ;
 - 4. Negotiate with any, all, multiple or none of the Submitters that respond;
 - 5. Waive informalities and irregularities in the RFQ;



- C. SCP reserves the right not to contract with any Submitter. If SCP decides to contract, SCP will contract with the Submitters whose responses best meets the needs of SCP.
- D. Evaluation of a submittal does not constitute a commitment by SCP to acquire such services from any source. SCP is not obligated in any way to proceed with this RFQ or consider or enter into any agreement or undertake any liability to any Submitter in connection with this RFQ and any and all responses, whether qualified or not, may be rejected without any liability whatsoever to any firm on the part of SCP. SCP shall not be responsible for any costs incurred by a Summitter to prepare, submit, negotiate, contract or otherwise participate in this RFQ process.



Attachment A – RFQ Response Template

(a) Organization Name: _____

(b) Applicant Name: _____

(c) Applicant E-mail Address: _____

(d) Is Your Organization a 501(c)(3) Organization? (please check)

☐ Yes

☐ No

☐ Unsure

(e) Is Your Organization a Sonoma Clean Power customer? (please check)

☐ Yes

☐ No

☐ Unsure

(f) Date of Organization Establishment: _____

(g) Organization website (if applicable): _____

(h) Address(es) of Organization: _____

(i) **Organization Description.** Submit a brief paragraph describing the history of your organization and description of its mission.

(j) **Organization Capacity.** Submit a brief paragraph describing how your organization interacts with communities in Sonoma and Mendocino counties. Please include the number of residents of Sonoma and Mendocino counties that your organization has contact with and any relevant communication channels.



- (k) **Partnership.** If chosen as a Community Partner for GridSavvy, please briefly describing any co-marketing opportunities with your organization. Please include any relevant experience your organization has in marketing similar efforts.

- (l) **Donation of Funds.** If chosen as a Community Partner for GridSavvy, please briefly describe what you would do with the funds donated by Sonoma Clean Power customers. For reference, it is anticipated that each participating customer in GridSavvy might be able to donate up to \$20 annually to a Community Partner.



(m) Applicant Signature: _____ Date: _____