

Analysis of 2013 Sustainable DC Plan Questions and Answers

- Q1. The RFA notes that the award date may be six to twelve weeks after the due date of August 7 (Section 2.4). However, the RFA also notes that the initial \$50,000 of funding is available for use through September 30, 2017. Can you please clarify the schedule and expected timing for use of the initial funding?
- A1. It is DOEE's intent to make the award to the selected grantee on August 21, however we can't guarantee a specific award date since there is an internal approval process. The project and report will definitely need to be completed by September 30, 2017 due to funding requirements.
- Q2. Are there any existing materials that DOEE can share with applicants or describe, such as reports or models?
- A2. The full Sustainable DC Plan is available at <http://sustainabledc.org/>. All the Sustainable DC progress reports are also available at <http://www.sustainabledc.org/in-dc/planprogress/>. Some similar analysis went into the Clean Energy DC Plan available at <https://doee.dc.gov/cleanenergydc>.
- Q3. Is there a match requirement for the grant?
- A3. There is no match requirement for this grant.
- Q4. Does the project budget section count as part of the 10-page limit for the Project Description limit?
- A4. See Section 3.1C of the RFA. The project budget does not count as part of the 10 page limit for the project description
- Q5. Can applicants include fee in their proposed budget, or just labor, fringe, and G&A?
- A5. The applicant can include all project costs in their proposed budget.
- Q6. Can this be billed as a time and materials grant, or does it need to be fixed price?
- A6. This is a fixed price grant only.
- Q7. Appendix 2, Section K.B.1 refers to "Big Purchase Equipment" as defined in Appendix 1, however, that term is missing from Appendix 1. Please provide the definition for "Big Purchase Equipment."
- A7. See Item 12 of the General Terms and Conditions. Big Purchase Equipment are those equipment expenses exceeding \$5,000.
- Q8. Will DOEE consider any requests for exceptions to Appendix 1 – General Terms and Conditions?
- A8. Applicants can submit in writing a request to, or opposition of, any of the terms listed in the General Terms and Conditions. Their request will be review and a decision will be made.
- Q9. Our Fringe Benefits percentage is considered proprietary and we do not wish to disclose it in our budget. May we provide fully loaded rates that are inclusive of our fringe without separately breaking it out?

A9. You may indicate in the project budget a line item as 'salary + fringe'. However, if your organization is selected as a grantee, the invoices will have to include supporting documentation for both.

Q10. Is a spreadsheet of the 143 actions and 31 targets available to applicants?

A10. There is no spread sheet readily available however this information can be found at the Attachment called SDC Actions and Targets.

Q11. Does the Department have a list of organizations interested in partnering on a response to this RFA?

A11. DOEE does not retain a list of organizations interested in partnering to any of our notices of funding available

Q12. We are investigating a partnership with an organization that was on the Sustainable DC Plan production team. Can you confirm their earlier work does not create a conflict of interest for this application? I have not found anything in the RFP to indicate one exists but thought it wise to have confirmation.

A12. A partnership with an organization participating on the original Sustainable DC Plan team does not create a conflict of interest for this application.

Q13. The RFP appears to give conflicting instructions regarding development of a Work Plan. Section 3.3 on page 14 requests a proposed work plan while Section 7.3 on page 21 notes the Work Plan will be an early and collaboratively developed project output.

A13. Bidders should submit a high level work plan that illustrates their ability to accomplish the work within the grant period (before September 30, 2017). The selected entity will work collaboratively with DOEE to create a more detailed work plan.

Q14. Is the selection of targets listed on page 20 intended to indicate priorities for the analysis? We also noted the RFA describes the project goals largely in terms of environmental outcomes, which would suggest a primary focus on environmental targets.

A14. The targets on page 20 are meant to be illustrative only. The full list of targets, goals, and actions are available as an attachment (SDC Actions and Targets) at <https://doee.dc.gov/node/1260446>. While many of the plan goals and targets are environmental in nature, there are also economic and equity-focused targets and goals as well.

Q15. The RFA and Q&A responses offer conflicting indications of the degree to which the project must be complete by 9/30/17. If an extension into FY2018 is granted, will the 9/30 date still represent a firm deadline for any deliverables? Do you anticipate knowing whether a contract extension is possible upon project commencement in late August? In short, we are trying to understand the potential likelihood of the entire scope needing to be completed for \$50,000 between August 21 and Sept 30.

A15. The deadline for the work described in the RFA is September 30, 2017. If funding is approved, there may be additional work after 10/1/2017, but the entire scope of this RFA must be completed by September 30, 2017.

Q16. I noticed the scope of the Sustainable DC Plan is broad. Do you prefer teams with broad experience such as a partnership of multiple organizations?

A16. Teams of organizations are welcome to apply. The scope of Sustainable DC is available within the RFA and at <http://www.sustainabledc.org/about/>.

Q17. The grant guidance requests five (5) paper copies accompany an electronic submission. Given the tight timeline, and sustainability focus, might the paper copy requirement be waived?

A17. Unfortunately, the requirement cannot be waived for this RFA