

Grant Management Support Services RFP #24-1112 Questions and Answers Amendment #1

Issued by: Clean Energy Fund of Texas

January 2, 2025

#	RFI Section	Page #	Question	CEFTX Response
1	General	-	Is there any plan holder's list or pre-proposal meeting attendees list that you may be able to share?	Please find the attached pre-proposal meeting attendees list. See attendees list included as part of this amendment
2	General	-	Is there any incumbent(s) already serving in this Grant Management support role?	There is no incumbent serving in the Grant Management support role.
3	Scope of Services	7	I noticed the MBE and WBE goal. Is there any goal specifically for being a certified DBE?	The MBE and WBE goals together make up the overall Disadvantaged Business Enterprise (DBE) goals.
4	Presentation Slides	-	At the pre-proposal conference, CEFTX said they would distribute the presentation slides. Is it possible for the CEFTX to submit that presentation to all interested parties?	Pre-proposal Conference slides are included as part of this amendment.
5	Project Timeline	68	On page 68 of the RFP there is a link to the Project Timeline. The link has an error. Could you please provide this timeline to bidders?	Please see the attached timeline, originally submitted to EPA in August. We encourage bidders to share their strategic insights on how to accelerate project startup and maximize expenditure rates within the timeframe outlined. (Please zoom in to timeline to view details.)

6	Partners and Roles	-	<p>The Clean Energy Fund of Texas mentioned on the preproposal call that some routine scope has been left out of this RFP and that there are a number of partners with responsibilities and expertise. Outside of NREL and BCECJ, can the CEFTX detail who some of those major partners are and their relevant roles with the SFA Program, if they have already been identified?</p>	<p>In addition to NREL and BCECJ, we are partnered with Texas Climate Jobs who will implement up to five pre-apprenticeship programs in the state of Texas.</p>
7	DBE Goals	7	<p>Page 7, Section 2.5 (Disadvantaged Business Enterprises) of the RFP indicates that the "Clean Energy Fund of Texas has set fair share goals for 24.34% for minority-owned business enterprises (MBE) and/or 25.85% women-owned business enterprises (WBE) participation." If the Prime contractor is a certified MBE firm, does this satisfy the stated fair share goal of 24.34% for an MBE firm or does this stated goal apply to subcontractors only?</p>	<p>The goal applies to both prime contractors and subcontractors. Compliance with the Fair Share Objectives is calculated by dividing the total dollar value of contracts awarded to MBEs and WBEs by the total dollar value of all contracts awarded in the relevant procurement category.</p>
8	Scope of Work	20	<p>The Cost Estimate Breakdown (Attachment 1, Page 20), item 6 is categorized as "Grant Compliance: Community Benefits Agreements" and is described as "Track and verify community benefits; provide</p>	<p>See revised Cost Estimate Breakdown Table included with this amendment.</p>

			<p>advisory services for labor relations". However, the scope of work description (Pages 9-13) does not discuss community benefit agreements. Would CEFTX please clarify the scope of work expected in relation to community benefit agreements?</p>	
9	Consumer Protection	20	<p>The Cost Estimate Breakdown (Attachment 1, Page 20), item 7 is categorized as "Grant Compliance: Consumer Protections" and is described as "Develop consumer education materials; establish dispute resolution mechanisms; provide technical support". However, the scope of work description (Pages 9-13) does not specifically speak to consumer protection. Would CEFTX clarify whether the scope of work should include an approach to consumer protection?</p>	<p>See revised Cost Estimate Breakdown Table included with this amendment.</p>
10	Cost Proposal Template	19	<p>Referencing Attachment 1: Cost Proposal Template (page 19) – Would the Clean Energy Fund of Texas consider standardizing "key roles" and estimated hours to allow for standardized pricing parameters for all potential vendors to be scored upon?</p>	<p>CEFTX recognizes that the scope of work requires diverse expertise and that bidders may vary significantly in size, service offerings, and resource allocation. Standardizing key roles and estimated hours may not fully capture these variations and could limit innovative approaches. Instead, we encourage bidders to present their organization's key roles, proposed team structure, and pricing based on their unique capabilities and approach to fulfilling the</p>

				scope of work. CEFTX will evaluate proposals in total, focusing on the value delivered, alignment with program goals, and cost-effectiveness, and will score proposals accordingly
11	Cost Proposal Template	19	Referencing Attachment 1: Cost Proposal Template (page 19) – Does the Clean Energy Fund of Texas expect the total cost extrapolated from the chart on page 19 to exactly match the total cost from the Cost Estimate Breakdown by Scope on page 20?	Any discrepancies between the rates and lump sum cost per scope item will need to be addressed in a cost proposal narrative.
12	Cost Proposal Template	-	Referencing Attachment 1: Should the vendor account for other direct costs (example: any required project travel, office space, equipment, materials) to meet certain tasks associated with performing the Categories in the Cost Estimate Breakdown by Scope within the “Cost Estimate”?	Yes, bidders should account for all overhead and travel costs in their rates when submitting bids.
13	Cost Proposal Template		Referencing Attachment 1: Cost Estimate Breakdown by Scope (page 20) – Would the Clean Energy Fund of Texas consider standardizing a single unit rate (example: “evaluate grant applications”) for each scope area? The required units and/or level of effort to complete the various categories of scope	We encourage bidders to present their organization's key roles, proposed team structure, and pricing based on their unique capabilities and approach to fulfilling the scope of work. CEFTX will evaluate proposals in total, focusing on the value delivered, alignment with program goals, and cost-effectiveness, and will score proposals accordingly

			could be widely interpreted for quantities by different vendors	
14	Alternative Funding		Does Clean Energy Fund of Texas, Inc. have access to alternative funding sources to complete services under this program should the Solar for All program have its funding altered?	EPA funds are the primary source of funding contemplated for the program at this time.

Meeting Title: Grant Management RFP Proposal Conference

Date/Time: 12/13/2024 9:00AM

Participants

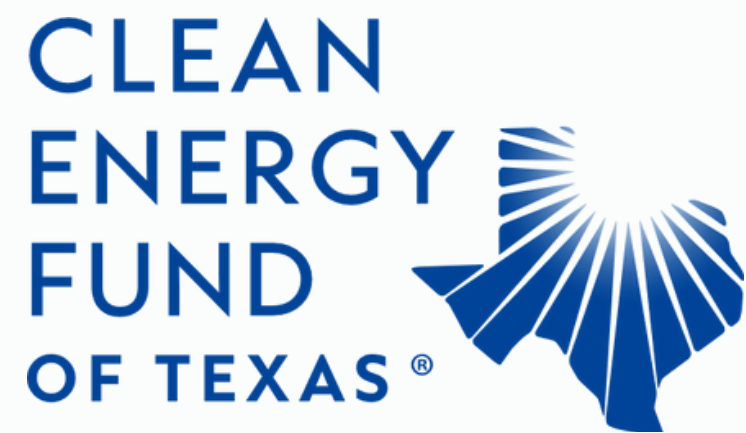
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Jen Cregar	unknown	Unknown

Cost Estimate Breakdown by Scope (Revised)

Category	Description	Key Deliverables	Cost Estimate
Program Policy & Procedure	Develop policies, procedures, and systems for compliance; create standardized reports and checklists; develop a capacity transfer plan for long-term sustainability.		
IT Systems Analysis & Design	Assist in designing a record-keeping system; advise on EPA compliant framework and automation; support testing and implementation.		
Project Selection Support	Evaluate grant applications; assess technical feasibility and financial viability; prepare independent engineering reports.		
Stakeholder Engagement & Outreach Support	Support planning and implementation for strategic communications, stakeholder engagement, and program outreach.		
Grant Compliance: Construction Progress Monitoring	Conduct site assessments to ensure contract adherence.		
Grant Compliance: National Historic Preservation Act	Conduct Section 106 Oversight; provide technical assistance on mitigation measures.		

Grant Compliance: Labor & Workforce Compliance	Monitor wage compliance; provide ongoing technical assistance related to the Davis-Bacon Act.		
Grant Compliance: Build America, Buy America and Domestic Content Sourcing	Assist in compliance with the Act; provide guidance on documentation and sourcing domestically manufactured products.		
Compliance Reporting	Support compliance reporting for the direct SFA award and Texas subaward ensuring compliance with EPA Quality Program requirements.		
		Total Cost	



GRANT MANAGEMENT SUPPORT SERVICES

Grant Management Support Services

December 13, 2024



Pre-Proposal Conference



ATTENTION PLEASE



THIS CALL IS BEING RECORDED

Please refrain from sharing any confidential information.

All questions raised during this call will be visible to all participants.

Kindly mute your microphone and unmute when you would like to ask a question, or feel free to post your questions in the chat.

Please add your name, title and company to the chat.



ABOUT CLEAN ENERGY FUND OF TEXAS



TEXAS BASED GREEN BANK SERVING MULTIPLE STATES

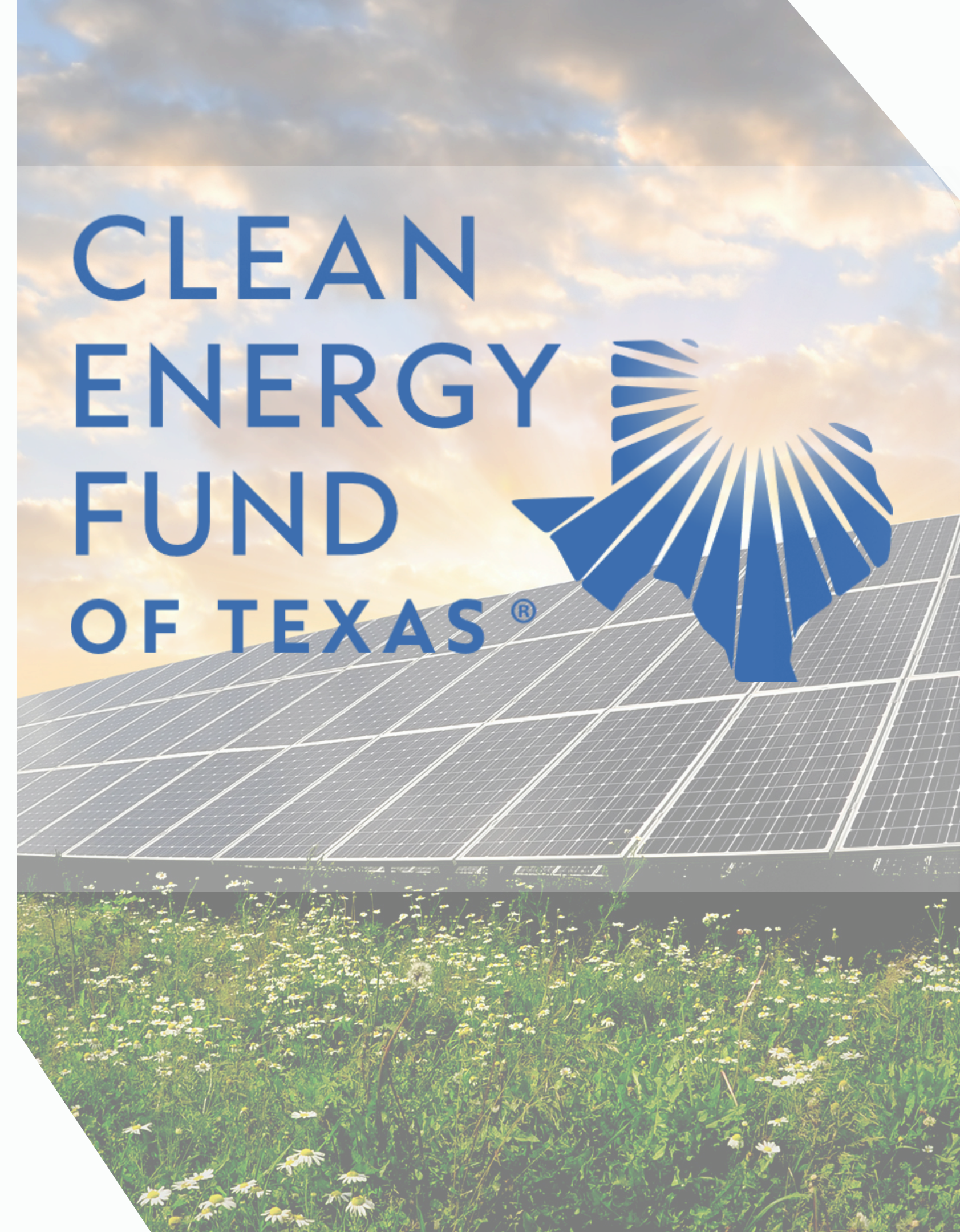
- Non Profit Corporation in Texas
- Accelerate the flow of green capital into underserved markets.
- Mission to make clean energy conservation resources affordable for all Texans



ECONOMIC IMPACT

- Access to clean energy for low income families
- Job creation in the renewable energy sector

CLEAN
ENERGY
FUND
OF TEXAS®



KEY FOCUS



Engagement

Robust Stakeholder
Engagement &
Fostering High Trust
Relationships



Compliance

Performing in High
Scrutiny Compliance
Environment



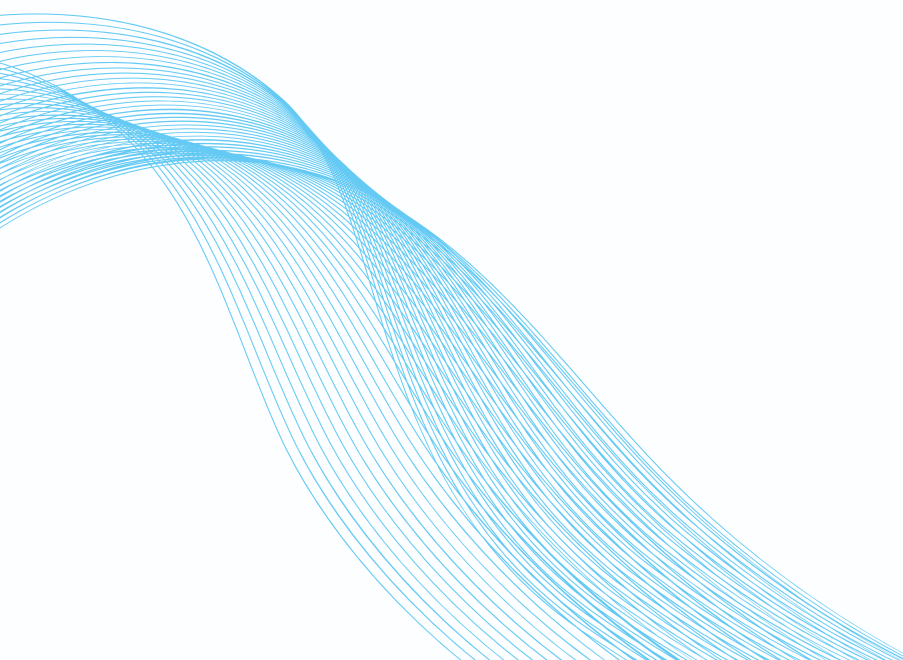
**Funds
Management**

Accelerated
Expenditure of Grant
Funds



Results

Equitable Impact &
Measurable Outcomes



REQUEST FOR PROPOSAL SCOPE OVERVIEW

Scope of Services

- Program Policy & Procedure
- IT Systems Analysis & Design
- Project Selection Support
- Stakeholder Engagement and Outreach Support
- Grant Compliance Services
 - Construction Progress Monitoring
 - National Historic Preservation Act Compliance
 - Labor & Workforce Compliance
 - Build America, Buy America Act
- Compliance Reporting



GRANT MANAGEMENT PROGRAM



PROGRAM GOALS

- Deploy community solar systems across the American South and Southeast.
- Target Historically Black Colleges and Universities (HBCUs), Hispanic Serving Institutions (HSIs), and Tribal Colleges and Universities (TCUs) as project hubs.
- Serve low-income and disadvantaged communities (LIDACs) with disproportionately high energy burdens



ACTIVITIES & IMPLEMENTATION

- Multi-phase grants for project exploration, development, and deployment.
- Use of spatial analysis tools to identify suitable locations and prioritize LIDACs.
- Technical and financial assistance tailored to reduce risks and support MSIs and community-based organizations (CBOs).

GRANT MANAGEMENT REQUEST FOR PROPOSAL



Purpose	CEFTX requires professional grant management services for its Solar for All program, including compliance, stakeholder engagement, and reporting.
Business Needs	The RFP seeks to select a qualified bidder to provide grant management support services for the Solar for All program and related subawards.
Goal	To ensure CEFTX achieves its goals of green capital flow into underserved markets while complying with EPA guidelines and federal requirement
Proposal Requirements	Proposals must include a cover page, transmittal letter, experience and qualifications (3 pages), proposal narrative (30 pages), work plan, org chart, key staff resumes, cost proposal, and DBE disclosure.

EVALUATION CRITERIA

Evaluation Criteria	Scoring Description	Weight (%)
Bidder Qualifications	Assess the Bidder's experience, expertise, staffing qualifications, and ability to meet technical and compliance needs.	15
Past Performance and Reputation	Evaluate Bidder's track record, similar clients, including references.	15
Understanding of Project Requirements	Analyze how well the proposal demonstrates comprehension of the project's objectives, challenges, and deliverables.	30
Use of DBE Enterprises	Bidders will be evaluated for percentage of DBE participation.	10
Cost Estimate	Evaluate the cost proposal, ensuring it is transparent, reasonable, and includes a breakdown consistent with federal guidelines (e.g., 2 CFR § 200).	30



REGULATORY & LEGAL REQUIREMENTS



FEDERAL REGULATIONS

- EPA T's and C's
- Conflict of Interest



DBE OBJECTIVES

- Fair Share Goals for MBE and WBE
- DBE Requirements



MANDATORY CERTIFICATIONS

- Debarment and Suspension
- Byrd Anti-Lobbying
- Equal Employment
- Procurement of Recovered Materials



CEFTX LEGAL REQUIREMENTS

- Master Services Agreement
- Schedule C
- ESG Questionnaire

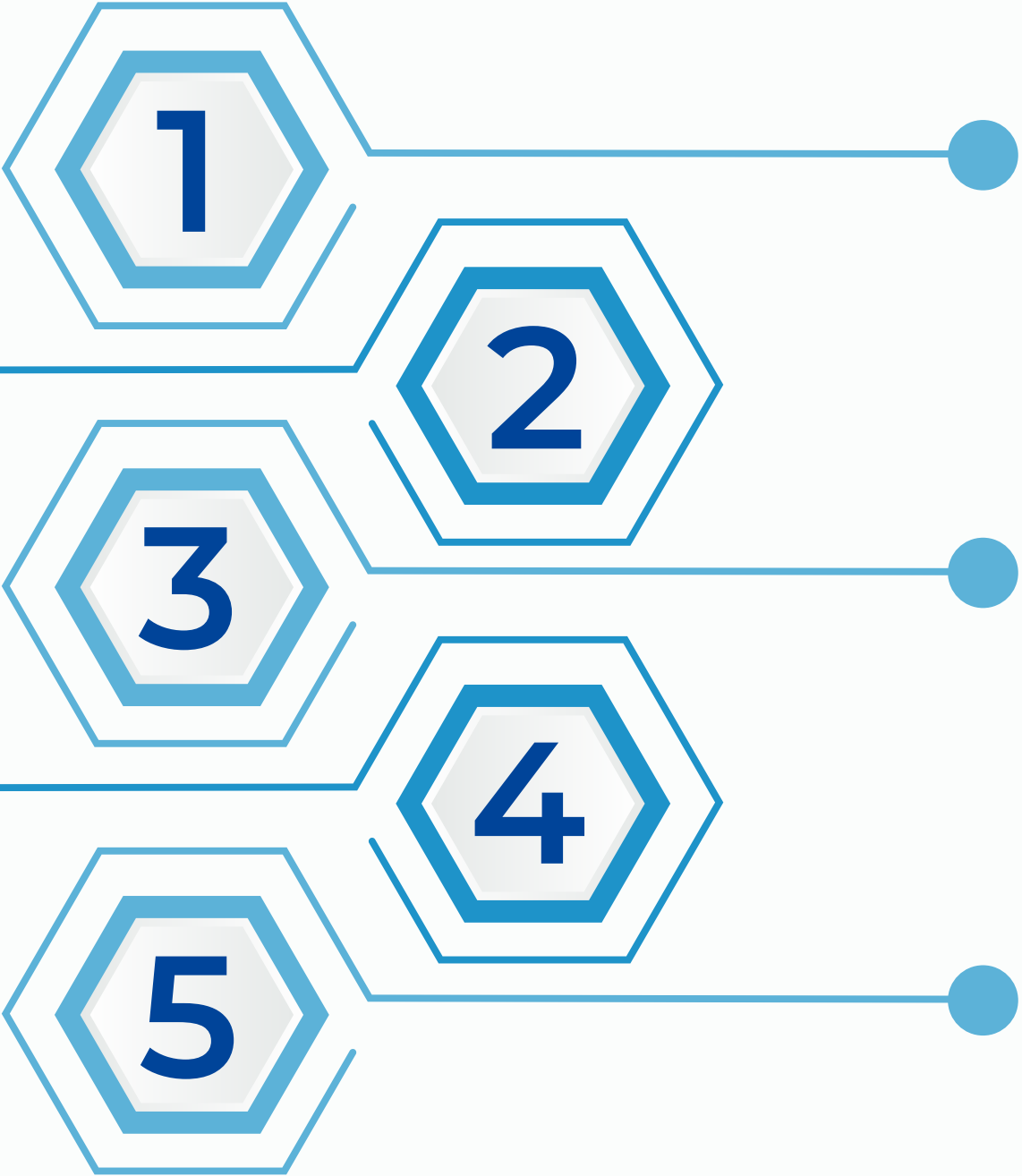
SCHEDULE-GRANT MANAGEMENT

Publish RFP	December 4, 2024
Pre-proposal meeting	December 13, 2024
Deadline to receive questions	December 19, 2024
Proposal due	January 17, 2025 3:00 PM
Award announcement (pending approval)	January 2025

NEXT STEPS-GRANT MANAGEMENT

Proposal Evaluation through end of January 2025

Final Selection and Award Announcement



RFP Solicitation Period--through January 17, 2025

Shortlisting, potential interview. Select Proposals for Best Value

Negotiations, Contract Award & Supplier Onboarding



QUESTIONS



Additional Questions?

Stacy Nichols

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Please submit all
questions by Thursday
December 19, 2024





**THANK
YOU**

