



**Department of Administration / Division of Purchases
One Capitol Hill, Providence, Rhode Island 02908-5855
Web Site: www.purchasing.ri.gov
1 Feb 12**

Addendum # 2

RFP # 7449395

Title: Develop a 2010 Greenhouse Gas Inventory for State of Rhode Island.

Submission Deadline: 13 Feb 2012 @ 1:00 PM (Eastern Time)

- 17 questions, submitted in accordance with the terms of this solicitation, are answered and released in the publication of this addendum.
- No further questions shall be entertained.

A handwritten signature in black ink, appearing to read 'Jerome D. Moynihan', is located below the list of bullet points.

Jerome D. Moynihan, C.P.M., CPPO
Assistant Director for Special Projects

Questions relating to Bid Requirements

1. The bidder understands that copies of the firm's Certificate of Authorization to offer Professional Engineering Services in Rhode Island and individual Professional Engineering licenses must be included in the proposal. The State of RI Division of Purchasing webpage also references a separate "Architect-Engineer and Related Services Questionnaire (Standard Form 330). Please confirm whether Standard Form 330 is required to be submitted with responses to RFP 7449395.

Answer: DEM believes that the services offerors will be providing in response to this solicitation do not meet the definition of "practice of engineering" in §5-8-2(f) of the Rhode Island General Laws and therefore certifications will not be necessary.

2. The bidder understands that a completed and signed W-9 must be included in the proposal. If the proposal includes subcontractors, please confirm whether a W-9 is required to be submitted for each subcontractor.

Answer: W-9s are NOT needed for subcontractors

3. Please confirm whether there are any formal page limitations for the technical proposal.

Answer: There are no formal page limitations for the technical proposal.

4. Will any of \$100,000 funding from EPA be used to support RIDEM staff in managing the project, or will the total amount be allocated to the selected consultant? If some of the funding will support RIDEM staff, what will be balance remaining assigned to the consultant?

Answer: Funding of RIDEM support staff is not part of the project budget.

5. RFP 7449395 includes a detailed summary of the contents expected for the technical proposal. What must the Cost Proposal contain?

Answer: The Cost Proposal should identify the individuals that will be working on this project, their hourly rates and the fee structure proposed for the scope of services.

Questions relating to Scope of Work

6. The bidder understands from RFP 7449395 that the technical proposal must include a proposed schedule and that the work plan and schedule will be finalized by RIDEM and the selected consultant. Does RIDEM have any constraints or timelines for completion of this project that the bidders should consider in developing the schedule? Or stated another way, have set milestones and dates been established for completing Tasks 1, 2, and 3?

Answer: No, set milestones and dates have not been established for completing each of the tasks. Project timeline and schedule will be considered in the evaluation.

7. RIDEM's "Greenhouse Gas Project" website references the "Rhode Island Greenhouse Gas Emissions Inventory," prepared by the Brown University Center for Environmental Studies (September 2000). The bidder understands this report to have been prepared under contract with RIDEM. Will the data compiled by Brown University for the above-referenced study be made available for use by the selected consultant, or does RIDEM prefer the use of original sources only?

Answer: RIDEM prefers the use of original sources.

8. Task 3 involves identification of “each individual RI source with actual GHG emissions greater than or equal to 5,000 tons/year CO₂ equivalent.” Is “each individual RI source” intended to refer to individual pieces of equipment, or facility or entity groupings?

Answer: "Each individual RI source" is intended to refer to each "facility or stationary source" as the term is defined in RIDEM's Air Pollution Control Regulations. See <http://www.dem.ri.gov/pubs/regs/regs/air/airdef10.pdf>.

9. Related to question 8 above, please confirm whether the emissions inventory to be prepared under Task 3 will be limited to direct emission point source emissions or include fugitive emissions or mobile source emissions.

Answer: The emission inventory to be prepared under Task 3 should include both point and fugitive emissions, but not mobile source emissions.

10. Please confirm that the greenhouse gases of interest in RFP 7449395 are limited to the following: CO₂, CH₄, N₂O, HFCs, PFCs and SF₆.

Answer: The greenhouse gases of interest are limited to carbon dioxide, nitrous oxide, methane, hydrofluorocarbons, perfluorocarbons, and sulfur hexafluoride

11. Please confirm that RIDEM will provide information needed to develop forward-looking projections for the “Business as Usual” case for the 2020 inventory under Task 2.

Answer: RIDEM will not be providing the information to develop forward looking projections for a 2020 Business As Usual projection.

12. On page 6 second paragraph a general statement is made that “... however there may be data that will be more difficult to obtain and will require greater investigation and processing”. Should this situation arise, will additional funding be provided to accommodate this extra level of effort?

Answer: No, the cost proposal should consider this contingency.

13. I reviewed the list of certified MBE/WBE/DBE firms in the State of Rhode Island, which is available at www.mbe.ri.gov. If a Firm is listed as a DBE (column S of the spreadsheet version of the list), but is not listed as MBE (column R), does said Firm’s participation count toward the 10-percent participation goal? Please explain the distinction

Answer: Firms identified as a DBE on the MBE Compliance website (www.mbe.ri.gov) are certified as Disadvantaged Business Enterprises under the U.S. DOT DBE program governed by 49 CFR 26. The DBE program is a separate and distinct program from the State of Rhode Island's MBE program. If a firm is identified on the MBE website as a DBE, but not as an MBE, than the firm is not certified as an MBE in the State of Rhode Island's MBE program, and therefore, may not be counted towards fulfilling MBE participation requirements.

14. Will the Selection Committee or RIDEM reject a proposal as being non-responsive, if the answer to the previous question is “No” and there are no other MBE-certified Firms on the proposed team?

Answer: Per RIGL 37-14.1-6 - Minority Business Enterprise Participation - "Minority business enterprises shall be included in all procurements and construction projects under this chapter and shall be awarded a minimum of ten percent (10%) of the dollar value of the entire procurement or project." Per regulation, vendors/contractors that fail to meet the minimum 10% participation requirement must demonstrate through a preponderance of evidence their "Good Faith Efforts" to achieve same. Where a vendor/contractor has proved that, for reasons beyond his/her control, compliance with the ten percent (10%) requirement is impossible, the MBE Compliance Officer may approve a plan that ensures compliance with a rate of less than ten percent, or may waive the participation requirement for that particular procurement. However, it is the responsibility of the vendor/contractor to provide written evidence of their "Good Faith Efforts" before any request for a waiver or partial waiver of the participation requirement shall be entertained.

15. Section 2 of the Scope of Work simply mentions contract deliverables without providing specifics. What contract deliverables are anticipated? Will work products (e.g. reports, spreadsheets, databases, etc) be produced and shared electronically? Or, does the State require printed copies of all work products?

Answer: The Scope of Work seems clear as to what the deliverables are for each task. The State does not require printed copies of all work products. The offeror may choose to address this in their proposal with separate pricing for each option.

16. Section 2 of the Scope of Work simply mentions a final work plan without providing specifics. Has the State defined a period of performance for this solicitation?

Answer: The State has not defined a period of performance. See answer to Question 6.

17. Do subcontractors also need to provide a "Rhode Island Certificate of Authorization" and W9 in the proposal? Or, is this required only of the prime contractor?

Answer: These requirements are for the prime contractor only.

END