



SOUTHERN CALIFORNIA PUBLIC POWER AUTHORITY

Request for Proposals for Consulting Services on Electric Vehicles Joint Study

ADDENDUM

Question and Answer Clarification to Common Questions Regarding RFP from Proposers' Teleconference on August 13, 2012

I. Scope of Work

1) **Q:** Is it correct to assume that the item described before Task 1, “interview of each participating utility” will be built in as part of the scope of work?

A: Yes, interviews should be integrated and it is expected throughout the process you will need to continually work with the members to ensure the information has merit and is valid.

2) **Q: Task 1** – Which aspects of multi-family dwelling do you anticipate focusing on?

A: There is another study currently being done by the Southern California Association of Governments (SCAG), which is looking at where chargers should be located and the type to use. SCPPA’s study will complement it by seeking out what customers are expecting to see as far as access, billing, interface, etc. (e.g., determine what the multi-family needs to know, such as how does a multi-family get their charger whether it be via an OEM, private organization; what does the process look like; how is the billing done; who interfaces with the HOA/management, etc. Essentially we need to know the role of public charging for multi-families and what is the customer going to see in multi-family dwellings.

3) **Q: Task 1** – Are you viewing the potential study as mandatory or optional depending on what the contractor finds available?

A: Task 1 is very important and the whole point is that we want to understand what the customers’ expectations are. It needs to be accurate and apply to all the people in the respective area(s).

4) **Q: Task 1** – Do you have a set number or distribution area of customers that you want to be interviewed?

A: The Southern California geographical area would be the ones participating in the study. The people you interview could be broken down by type, such as buying cars, planning to buy cars, etc. The survey work needs to be sufficient in representing the people out there and there should be some correlation.

5) **Q: Task 3** – Please elaborate on what you mean by business strategies.

A: We are seeking different perspectives that cover the infrastructure such as where, how, when a charger is available, can a customer get to one, how is the billing done when they arrive or use one,

how rates are communicated, when customers buy cars – do we partner up with the car manufacturer(s), etc. The whole study is geared towards what utilities can do and may involve partners for collaboration, strategies, multi-tasking, etc.

6) **Q: Task 4** – Is the contractor to create an overarching plan for the region or action plan for each utility within the scope?

A: Regional plan that works in all areas.

7) **Q: Task 4** – Do you have milestone dates for the other tasks or dependent on the proposal submitted?

A: Please review page 6 of the RFP, item 7: Schedule. We ask that you provide a milestone schedule for each task. Our expectation is that Tasks 1-3 should be completed with a draft of Task 4 on or before December 31, 2012 and the final of Task 4 by the first quarter of 2013.

8) **Q: SCAG Transportation Study** – Do you have a summary of what SCAG is doing on their side or specifics you can provide?

A: Please check the following website for more information:

<http://www.scag.ca.gov/cleancities/pevreadiness.htm>

Their latest progress report can also be found in the link above, further down the webpage, under the section “Plug-In Electric Vehicle Coordinating Council”.

9) **Q:** Do you want workplace charging for utilities and employees and integration into utility feed included as part of the scope?

A: No. The study is geared towards just the everyday customer and not utility specific.

10) **Q:** Can a Respondent submit a proposal for just one task?

A: Yes.

II. **Fees and Budget**

11) **Q:** Is there any preferred template or guideline for the budget?

A: As indicated on page 5, “Fees and Cost”, we expect a fixed price for each task or we indicate that an option for a lower combined fixed price for all four tasks can also be referenced as part of the proposal.

12) **Q:** Do you have any guidelines on overhead rates that we should be aware of?

A: Please make sure to review Pages 8-9, “Additional Requirements for Proposal”, as noted in item 11, there will be no reimbursement for travel time and other items as listed.

13) **Q:** How is the study funded or is it funded?

A: The utilities that plan to participate in the study will be co-funding it through SCPPA. We do not know all the participants yet. Currently, the two active participants are SCE/Edison International and LADWP. The other SCPPA members, if they decide to join, will do so at later time via cost sharing.

14) **Q:** Do you want a combined pricing proposal?

A: The combined fixed price for all four tasks described in the RFP is just an option we are indicating the Respondent can use if they are awarded all 4 tasks and we expect each task would be prorated based on the overall amount.