COUNTY OF ALAMEDA

PLANNING DEPARTMENT

ADDENDUM No. 1

to

RFP No. 16-CCA-2

for

Alameda County Community Choice Aggregation / East Bay Community Energy: Local Development Business Plan

Specification Clarification/Modification and Recap of the Networking/Bidders Conferences
Held on January 11, 2017

This County of Alameda, Community Development Agency – Planning Department, RFP/Q Addendum has been electronically issued to potential bidders via e-mail. E-mail addresses used are those in the County's Small Local Emerging Business (SLEB) Vendor Database or from other sources. If you have registered or are certified as a SLEB, please ensure that the complete and accurate e-mail address is noted and kept updated in the SLEB Vendor Database. This RFP/Q Addendum will also be posted on the GSA Contracting Opportunities website located at

http://www.acgov.org/gsa/purchasing/bid_content/ContractOpportunities.jsp.



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There have been no changes to the original RFP document. The following are responses to written questions and questions raised at the bidders' conference held on January 11, 2017.

Q1) Who was on the Steering committee, how many times did they meet and what will be their role moving forward?

A1) The Steering committee met once monthly. It included representatives from all city jurisdictions that participated in the Joint Powers Authority (JPA) and a range of stake holders from the environmental, social justice and labor communities. It was a group of 39 people. Now that the JPA has been formed, the Steering Committee has been disbanded. The JPA Board will meet at least monthly, but possibly twice per month for a few months until launch. The first meeting is 1/30/17 at 6:30 pm at Hayward City hall. The JPA Board is composed only of City Elected Officials. However, a nine-member Citizen's Advisory Committee (CAC) will be formed that will represent the interests of the steering committee members from the different communities of interest. The CAC will likely meet once a month. Appointments to the CAC will be handled by the JPA Board. The first CAC meeting is expected to be in the early spring.

Q2) Does the entity that serves as the prime for a team have to have the largest allocation of the budget?

- A2) No, it does not. The sub consultant(s), under the prime contractor, can consume most of the budget. In terms of the Small, Local, Emerging, Business (SLEB) preferences, at the end of scoring there is an additional 5% for local vendors or an additional 10% for SLEB certified vendors.
- Q3) What if you have a subcontractor that is a SLEB?
- A3) The SLEB subcontractor would have to take on a significant portion of the work and be at least 20% of the budget.
- Q4) What will the relationship be between the Contractors working on the LDBP and the County Staff/JPA Board or CAC?
- A4) It is expected that the primary relationship between the contractors would be with the County staff and consultants. It's likely that the contractors will be asked to brief or provide a progress report to the JPA Board and, possibly, with the CAC once it is formed. If the JPA hires its CEO before this work is completed, the JPA staff would supplant the day-to-day work that the County is performing. Since the County funds are paying for the work, contracts would have to be approved by the Board of Supervisors. But, during the course of the scope of 6-8 months there would be a transition to the JPA staff to review the deliverables and interact more with the contractors.
- Q5) Are there any existing County energy programs that should be included in the LDBP assessment?
- A5) We encourage contractors to have as much awareness as possible of other efforts, whether it is from the County, StopWaste's energy efficient programs, BayRen or PG&E, which may be relevant to the CCE program (whether to complement existing programs or at least avoid duplication

- Q6) What is the anticipated budget?
- A6) The Board of Supervisors allocated \$500k for this task, so when bidders are thinking about the depth of analysis particularly for Phase 1 and 2, their level of analysis should take into account that all tasks cannot exceed \$500k.
- Q7) Does this budget cover other consulting work as well?
- A7) This \$500k allocation is solely for the LDBP. The County has a separate budget covering other consulting and legal costs.
- Q8) Does the EBCE envision a cap on the scale of solar that is analyzed? Should consultants allow for development approaching utility scale, or more minimal?

 Is there a maximum cap on the identification of solar projects in Task 1? Does the County have a preference for small projects?
- A8) There is no maximum or minimum for the projects to be assessed in Task 1. It was decided to leave it up to the bidders to determine the minimum threshold for solar projects. Obviously assessing projects that are 100 kW and above would mean more projects would be identified (thus higher costs) than if the minimum were 500 kW. We decided to leave it up to the bidders to propose that based on how efficiently they could produce or what their budget would allow and how much they would like to devote to that task. Also, there may not be many opportunities for utility scale projects within the county. For utility scale, the open space and agricultural lands would need to be assessed, and that is not the object of this analysis.
- Q9) For this study, should consultants be looking at all possibilities for solar ground mount, rooftop, parking lot, brownfield, etc?
- A9) Yes, EBCE is interested in all resource formats.
- Q10) Is County interested in other renewables besides solar?
- A10) We anticipate that the bulk of the resources are going to be solar, but there is interest in other resources, such as large or small-scale wind and biomass. Also, Contra Costa did a similar technical study and they looked at all types of solar (groundmount, carport, rooftop) and found different price points. This study should also look at different types of solar.

If in the course of the analysis, it's clear that 90% of the renewable potential in the County is solar – and everything else is minor – then the County should know that. But please show that other resources have been considered, and take into account that there could be an issue of excess solar. So there is the possibility that other resources may be available at other times of day when solar is less available.

- Q11) Did the MRW feasibility study project opt-out rates of the various sectors, such as industrial or large customers?
- A11) The group assumed an opt-out rate for everyone, but did not segregate by class. It was about 10 15% -- it's possible there would be a higher attrition rate for larger customers, but the study did not differentiate.
- Q12) What about assessing the potential for energy storage and microgrids as a resource?
- A12) Storage and micro-grids are specifically mentioned in the RFP, in terms of understanding their potential as energy resources and peak demand management tools. There is interest in looking at that, but we did not want to be too restrictive. It may be difficult to discuss technical potential (in

terms of how many MW of peak demand or how much of the County's load could be met through microgrid applications), so we encourage bidders to discuss storage in terms of programs and initiatives that a CCA could develop that would accelerate investment in these areas.

- Q13) Will there be opportunity to receive a download from Alameda County staff in terms of CCA efforts to date, including talking to other participants and consultants involved so far?
- A13) County staff would certainly be happy sit down with the winning bidder and would facilitate and encourage contact with other members of the JPA Board that represent other jurisdictions and identify key players, other organizations.
- Q14) What data is available from PG&E?
- A14) The County has access to all of the customer load data in the County. Every city authorized PG&E to give the County load date by address or by customer. The winning bidder would likely have access to that data. When MRW was given access to do the technical study they had to sign a Non-Disclosure Agreement with PG&E. We believe if the winning bidder also signed the NDA, they too would have access to that data. Although it's not clear that for the purposes of the RFP, that granular level of data would be required. If that's the case, then we would discuss what data would be needed in order to identify hot spots or energy use patterns and work with the winning bidder to get that data.
- Q15) Can other parties sign the NDA with PG&E?
- A15) We believe so, but we will need to confirm with PG&E.
- Q16) Do you know what the time resolution interval is?
- A16) County does not have that information, but will see if access is available.
- Q17) Is there interest in identifying sites with ease of connection, hosting capacity, distance to distribution segment and so forth?
- A17) Yes, to the extent that it can be determined. We are not yet certain how bidders will handle the issue if base information is not made available from PG&E. Accessibility of solar projects to grid connections would be important and valuable information
- Q18) On both Tasks, 1 and 2, which related to Task 4, is the idea that the assumption of prevailing wages or costs of higher labor standards be incorporated into the to the financial modeling of the energy efficiency in multiple distributed development plans, or should they be approached separately?
- A18) When looking at the financial viability or the expense of these resources, assume that in Alameda County, a community choice program would generally steer towards higher wages and greater labor benefits. To the extent that this assumption is used, it would be valuable to know the impact of this wage structure on Tasks 1 and 2. However, resources identified from Tasks 1 or 2 should NOT be excluded simply on the basis of whether or not they can utilize union labor or high wages
- Q19) The JPA Agency is not subject to County law or City law per se. What labor regulations would be in place? Would they conform to County regulations? Or is that to be determined by the Board?
- All of the policies of the JPA Board as related to contracting, construction and etc., would be made by the Board. The Board may look at the County or other City jurisdictions for a basis for labor standards or other policies. The results of this study may help determine what those policies would be.

- Q20) Are entities like the Port of Oakland, East Bay Regional Parks and BART governed under this JPA? If not, how much effort should be spent evaluating these entities?
- A20) Whether an entity is eligible to become a CCA customer is determined by whether they have bundled PG&E metered services. If, instead, they have Direct Access or have their own generation, they would not be considered part of CCA program. Customers such as the Port of Oakland are a hybrid of individual PG&E meters and Direct Access. The majority of their meters would not qualify under the CCA program, but part of their load may.

It should be determined by the EBCE for these agencies and others, such as East Bay Municipal Utility District, University of California facilities and laboratories, whether individual meters or Direct Access is utilized and to what extent. To the extent they are not Direct Access customers or their own generators, they would not be covered by the EBCE. That does not mean that they could not be evaluated for renewable energy opportunities — any sites, anywhere, could be considered for a CCA energy source - but these should be considered on a case-by-case basis

- Q21) Is there a focus or preference between Task 1 and Task 2 in terms of extent of results?
- A21) No, there may be a personal preference of the consultant but there is nothing listed in the RFP. We would prefer that both be analyzed to the greatest reasonable extent feasible
- Q22) When the three Multiservice RFPs conclude and contracts awarded, will there be opportunity to talk with the winners? Is there an estimated date of when the contracts will be awarded?
- A22) The interviews were held on 1/13/17 and 1/20/17; it is anticipated that the contract will be considered at the Board of Supervisors 2/21/17 meeting, so the contractor can possibly start working by late February. The County strongly encourages the winner of this bid to work closely with the winner of technical services contract to develop the implementation plan.
- Q23) What is the ideal timeline for EBCE JPA start-up and launch?
- A23) Ideally, EBCE would start providing services in October 2017 with the first launch phase consisting of a subset of customers, perhaps about 1/3 of the total load or accounts. This subset would be would be determined by the Technical Services Contractor. For an October service date, there is very little room for delay or error, and if there is a delay, then it is possible for services to be pushed to Spring of 2018. An October launch would require drafting the Implementation Plan and certification by the California Public Utilities Commission (CPUC) by late spring. The first opt-out notices would be sent in July and the first set of customers identified. A great deal of activity would need to happen concurrently between now and October. In terms of the Local Development Business Plan, the JPA does state that the business plan should be completed within 8 months of the first JPA meeting. As soon as the County Board of Supervisors approves the contract, work can begin the next day.
- Q24) Can you describe the phases in more detail?
- A24) Other CCAs have always launched the programs with a subset of customers. For Peninsula Clean Energy, the first phase included about 20% of the load, including residential (including mixed), industrial and commercial customers. In San Francisco, the first phase was much smaller. CCAs have many options. Eventually, the basic idea would be to launch Phase 1, then after 6 months launch Phase 2, and by a year to 18 months have everyone enrolled.

Q25) Can you describe the Multiservices RFP circulated prior to this one?

- A25) The earlier Multiservices RFP was issued with three components: Technical services the nuts and bolts of CCA formation through launch; Communications & Marketing advertising, opt-out notices, website and branding; and the Data Management function call center, back-end data management, interfacing with PG&E. The tasks described under the Local Business Development Plan RFP would interact mostly with those of the Technical Services tasks of the Multiservice RFP.
- Q26) In terms of timeline regarding the deliverables versus the issuance of the contracts (page 23 24), are there about 5 months to finish the analysis?
- A26) As specified in the RFP, that is approximately correct
- Q27) The RFP addresses identifying potential tradeoffs between the main objectives. In what form should that information be provided, quantitative or qualitative?
- A27) To the extent possible, quantitative; however, this is not mandatory and qualitative may be acceptable in most or all cases if it is described accurately.
- Q28) Task 6, Integrated Resource Plan?
- A28) Task 6 requires essentially a qualitative description of what would comprise an RFP to ensure the document meets the objectives of the State-required IRP and findings from other tasks. The task does not ask for drafting of a new RFP, but rather suggestions to incorporate strategies and information from the other tasks to plan for the future
- Q29) What are the boundaries [of coverage] for the Business Plan?
- A29) For additional context, this is one of two RFPs. The other RFP includes Technical Services, Communication, Marketing and Data. The Technical Services RFP is specifically for the launch of the program, and is considered a separate job description, but coordination between contractors, particularly between the Local Development Business Plan and Technical Services contractors, is strongly encouraged.
- Q30) Is there a preference to favor or disfavor bidders that are also bidding on the multi-services **RFP**?
- A30) There would not be. If one firm is qualified for one task and is also qualified for another, there should not be a conflict of interest since the work will ultimately be performed for the same entity. Selection will be judged on a task-by-task basis.
- Q31) Do you have in mind who the team should include, from planning, economics and renewable firms, all as partners?
- A31) EBCE / the County would like to see a team assembled, and then that team would submit a bid. If the consultant can identify a team that would work best, please set that team. County's preference is for one team to handle all the tasks rather than having separate vendors bidding on individual tasks and then having the County assemble the team.

When the list of direct bid recipients was created, the County selected classes of vendors that we believed would be interested in this kind of assignment and process – energy and technical experts, economists, analysts, etc. Then, we generated a list of SLEB certified consultants and other known vendors who fit into these classes; that list was used to mail out the RFPs and notices. The lists were included in the RFP itself, which was e-mailed to everyone on the list. If there are other appropriate consultants known to the vendors but who were not identified by the County, we encourage the bidding vendors to please give them a call and see if they would be interested.

- Q32) After the proposals are received and awarded, would the County coordinate the teams?
- A32) The Bidders' Conference allows other bidders with different and complementary disciplines to meet. In addition, a list of attendees has been collected from the two meetings to augment the other contacts provided in the RFP. The County could help fill in the blanks, but would much prefer that everyone use the lists provided to assemble comprehensive teams.
- Q33) Bonus points for SLEB is it 10% for being small and then an additional 10% for being emerging?
- A33) If you are a local company, with an office in the County, you would receive 5% local preference points. If you are an Alameda County certified small and local, or emerging and local business (SLEB) then you get another 5% preference points. A certified SLEB prime consultant would receive a total of 10% preference points of bidder's total score.
- Q34) What is the SLEB waiver process? How would one secure the waiver?
- A34) If a non-SLEB bidder has the strongest bid and can be shown to be the best bidder of the group, and cannot subcontract 20% of the bid to a SLEB the CDA will consider requesting a SLEB waiver from the Office of Contract Compliance and Reporting (OCCR).
- Q35) To your knowledge you have not hired someone who is not a Prime SLEB or who did not include the SLEB 20%?
- A35) The County has hired contractors that did not meet the SLEB requirements.
- Q36) Many SLEBs have trepidation over being the Prime due to some of the tasks not being within their core skill sets. If they are not in the core tasks then they may not be Competitive; does the County see it that way or does it matter who composes the team?
- A36) As long as the expertise and various disciplines are present on the team, it should not matter who the Prime or sub-consultants are. The County expects the bidding team will choose a structure that is effective in completing tasks the contract with the County.
- Q37) Does the percentage of the allocation that the Prime takes matter?
- A37) Yes, they must be at least 20%.
- Q38) As long as the prime consultant takes 20% the rest of the budget can go to the other consultants?
- A38) Yes, that is correct. At a certain point each vendor should feel comfortable with the bid being submitted. If a vendor doesn't have energy as his/her central discipline and would rather not do it, he may still submit a bid.
- Q39) The budget to do the work in the RFP is very tight, is the assumption that everyone will be selected with this budget?
- A39) The County is expecting the bids to be much lower; if all came in at \$500,000 it would not be a surprise. Currently this is the budget created by the Board of Supervisors. It may change by the end of the 8-10 month period, but this not foreseen and cannot be guaranteed.
 - The CCA decided not to be prescriptive in the budgeting of specific tasks, allowing the bidders to meet their budget requirements.
 - If, after examining the scope of work, the consultant considers a certain level of service and product to be appropriate but which may be out of budget, you can still bid. If other bids come in at a similar

rate, negotiations are possible. If all bids are found to come in at excessive levels, a new RFP and work scope may be required.

- Q40) On p. 9 of the RFP, respondents are asked to "cost out each task and provide an overall budget for completing the work." Would the County like us to include a separate budget for each of the seven tasks, and also a final total budget?
- A40) A separate budget line item for each task plus a final total would be preferred.
- Q41) If we are to include a final total budget, which section would that go in? Page 6 of Exhibit A is explicit about the order in which documentation is submitted, but no budget section is included.
- A41) We suggest that the total budget be placed under No. 5, Description of Proposed Services.
- Q42) The RFP refers to a one-year contract (p. 4 and p. 36 of the RFP), while Exhibit A asks for the cost the County will pay for the "three-year term of any contract." Please advise as to how you would like our budget presented.
- A42) Please assume the contract will be only for one year. County will adjust the RFP language accordingly.
- Q43) Can the consultant provide optional scopes of work for three different levels of analysis: (a) survey of existing studies, (b) models of resource evaluation, and/or (c) site specific feasibility studies?
- A43) Our recommendation is to follow the scope as written for example, a survey of existing studies may make sense for certain tasks, such as technical potential for renewable resources and energy efficiency, but there is not likely a need for site specific feasibility studies.
- O44) To what extent is the PG&E load and DER data available to the consultant?
- A44) Assume that no PG&E load or DER data, other than what is publicly available, will be made to the consultant.
- Q45) Can the consultant propose additional DER technologies (such as aggregated Demand Response/Direct Load Control) as additional scope to be evaluated as grid interconnected?
- A45) Yes, if the consultant feels this is important to the CCE achieving its goals.
- Q46) Can the consultant assume that an EBCE Project Manager will be appointed to coordinate activities?
- A46) County staff will be coordinating the activities of the LDBP consultant and other consultants, to the extent that teams have not been formed by the consultants; however, note here that the County strongly recommend that consultants form teams with subconsultants to complete the workscope found in this RFP.

- Q47) Can the consultant assume that existing PG&E hosting capacity study is available to the consultant or with the consultant conduct his/her own?
- A47) The County is not certain what the consultant refers to by the "existing PG&E hosting capacity study." If such a study is available form PG&E, the county can work with the consultant to obtain the document.
- Q48) Statement of Work, page 4: The contract award is for 1 year for multiple bidder(s); is the preference for one team of bidders?
- A48) Yes, as much as possible, a single team of bidders is preferred.
- Q49) Statement of Work, page 4: Is the contract awarded directly with County of Alameda legal entity or with the CCA Program: East Bay Community Energy Program legal entity separately? (just for contract review).
- A49) The County alone will award the contract after EBCE Board review.
- Q50) Statement of Work, page 4: Can the consultant access the technical studies related to rates, greenhouse gas reductions, renewable energy content and local economic benefits?
- A50) The consultant will have full access to the complete technical / feasibility analysis done by MRW& associates study.
- Q51) Statement of Work, page 4: How does the consultant interface with or contribute to the RFPs for Technical and Energy Services, Community Outreach, Marketing and Customer notification?
- A51) The County will convene regular meetings and phone calls to ensure effective coordination between the tasks.
- Q52) Statement of Work, page 7: How are the coalition of municipal entities vested (voting rights, representation) in the East Bay Community Energy Program through the JPA?
- A52) The relationship of the municipal entities to the EBCE JPA Board is explained thoroughly in the JPA document, which is available from County staff.
- Q53) Statement of Work, page 8: How is the County of Alameda/EBCE addressing conflicts of interest between potential vendors of wholesale services to the municipal members and the new ECBE?
- A53) The selected contractor will be subject to the conflict of interest agreements with the County.
- Q54) Statement of Work, page 9: How is the County of Alameda/EBCE addressing impacts with PGE?
- A54) Potential impacts to PG&E were briefly considered in the MRW analysis and discussion of this issue may be found there.
- Q55) Task 2, page 11: Can the consultant propose an optional scope of work for additional customer side DER?
- A55) Yes, but this approach may not be what the County seeks.

- Q56) Task 2, page 11: Can the consultant propose dispatchable demand response programs or must they be direct load control by the utility or fit into existing utility programs? Is the focus on both peak and energy programs?
- A56) In both cases, yes.
- Q57) Task 2, page 11: Can the consultant propose how to work with the utility to develop "hot spot" areas?
- A57) Yes, if the Consultant believes PG&E will be cooperative.
- Q58) Task 2, page 11: Aside from high natural gas usage and conversion to electricity for opportunities to convert heat/power, are there other biofuel or steam considerations as well? Is the perspective existing technologies as well as those potentially developable on the horizon?
- A58) In both cases, yes.
- Q59) Task 4, page 15: Does the ECBE contemplate credit support requirements?
- A59) Yes
- Q60) Task 4, page 15: Shall the consultant suggest financing vehicles from a survey of national (potentially international) programs for potential use by County of Alameda/ECBE?
- A60) Yes
- Q61) Task 4, page 16: Do the recommendations contemplate outreach and communication plans for recommended strategies to various ECBE groups?
- A61) Potentially, yes.
- Q62) Task 4, page 16: Can the consultant provide example case studies which are under NDA with permission from clients?
- A62) Yes
- Q63) Task 4, page 16: Can the consultant suggest metrics of DER local benefits from other national and international jurisdictions?
- A63) Yes
- Q64) Task 4, page 17: Can the consultant propose a timeline associated with the checklist/scale to indicate difficulties in implementing various benefits?
- A64) Yes
- Q65) Task 5, page 17: Shall the consultant propose both existing and potentially new codes to incent the permitting process?
- A65) Yes, if deemed appropriate.
- Q66) Task 6, page 21: Can the consultant provide an optional scope of simulating the Integrated Resource Plan, or is this already contracted to another group?
- A66) The task (Task 6) is not an actual RFP, but talking about how the previous tasks of the LDBP would inform an IRP, so when an IRP is developed, it's what the JPA board and other stakeholders are seeking. The development of an IRP is not being contracted to another group -- it has not been decided who will actually draft it. By the term "simulate," we assume the consultant means to take the total load of the county and estimate how much might come from renewables, how much from

energy efficiency, how much from system power, how much from local solar, behind the meter, etc. But again, this is not part of the LDBP.

- Q67) Task 6, page 21: Shall the consultant consider both existing technology, communication, system controls and future?
- A67) We are unclear on precisely what this means, although if the consultant refers to reasonably foreseeable advances in technology, communication and systems controls within an appropriate timeframe, then the answer is yes.
- Q68) Task 6, page 23: Shall the consultant propose multiple stakeholder meetings to propose various scenarios and incorporate the feedback into the final report?
- A68) A proposal of this type is acceptable, but number and nature of these meetings, along with the feedback and resultant concepts, shall be subject to agency approval.



The following participants attended the Bidders Conferences:

	Company Name / Address	Representative	Contact Information	
1.		-	Phone:	
			E-Mail: Khangurajk@bv.com	
	Black + Veatch	Jangeet Khanjura	Prime Contractor:	
			Subcontractor:	
			Certified SLEB:	
2.	UC Berkeley	Betony Jones	Phone: 530-563-8384	
			E-Mail: Betony.Jones@berkeley.edu	
			Prime Contractor:	
			Subcontractor:	
			Certified SLEB:	
3.	Sage Renewables	A	Phone: 415-299-1708	
			E-Mail: Elliot@sagerenew.com	
		Elliot Felowman	Prime Contractor:	
		100	Subcontractor:	
			Certified SLEB:	
4.			Phone: 571-236-4596	
	1018		E-Mail: Emily.Fertig@dnvgl.com	
	DNV-GL	Emily Fertig	Prime Contractor:	
			Subcontractor:	
			Certified SLEB:	
5.	+		Phone: 510-812-1416	
	Strategen		E-Mail: TimMason@comcast.net	
		Tim Mason	Prime Contractor:	
		· D	Subcontractor:	
			Certified SLEB:	
6.	High Noon Advising	LIFORN	Phone: 510-418-0202	
			E-Mail: GregRosen@HighNoonAdvisors.com	
		Greg Rosen	Prime Contractor:	
			Subcontractor:	
			Certified SLEB:	
7.			Phone: 510-463-6127	
	Frontier Energy	Chris Bradt	E-Mail: Cbradt@bki.com	
			Prime Contractor:	
			Subcontractor:	
			Certified SLEB:	
8.		Ben Peters	Phone:	
	Correlate Inc.		E-Mail: ben@correlateinc.com	
			Prime Contractor:	
			Subcontractor:	
			Certified SLEB:	
9.			Phone: 510-593-2029	
J.	Energy Resources Integration	Eric Noller	E-Mail: eric@eripacific.com	
			L-IVIAII. EIICWEIIPACIIIC.COIII	

	Company Name / Address	Representative	Contact Information	
			Prime Contractor:	
			Subcontractor:	
			Certified SLEB:	
10.			Phone: 831-224-3130	
			E-Mail: Chris@theoffsetproject.org	
	The Offset Project	Chris Scatieri	Prime Contractor:	
			Subcontractor:	
			Certified SLEB:	
11.			Phone: 510-5705-2811	
			E-Mail: Byron.Pakter@optonyusa.com	
	Optony	Byron Pakter	Prime Contractor:	
		1 0. 47	Subcontractor:	
		. 4	Certified SLEB:	
12.	Ecology + Environment		Phone: 415-396-5326	
			E-Mail: Aallekotte@ene.com	
		Amanda Allekotte	Prime Contractor:	
			Subcontractor:	
			Certified SLEB:	
13.	ARC Alternatives	Y /// /:/-	Phone: 415-420-5727	
			E-Mail: Russell@arc-alternatives.com	
		Russell Driver	Prime Contractor:	
			Subcontractor:	
			Certified SLEB:	
14.	Clean Coalition	0	Phone: 650-796-2353	
			E-Mail: Craig@cleancoalition.org	
		Craig Lewis	Prime Contractor:	
		111	Subcontractor:	
		「く」FOKバン	Certified SLEB:	

EXHIBIT C VENDOR LIST

RFP/Q No. 16-CCA-2
Alameda County Community Choice Aggregation /
East Bay Community Energy:
Local Development Business Plan

Below is the Vendor Bid List for this project consisting of vendors who have been issued a copy of this RFP/Q. This Vendor Bid List is being provided for informational purposes to assist bidders in making contact with other businesses as needed to develop local small and emerging business subcontracting relationships to meet the requirements of the Small Local Emerging Business (SLEB) Program: http://www.acgov.org/gsa/departments/purchasing/policy/slebpref.htm.

This RFP/Q Addendum is being issued to all vendors on the Vendor Bid List; the information for each vendor attendee at the Networking/Bidders Conferences is noted on page 12 and 13 in this Addendum.

TECHNICAL CONSULTANTS

Certified SLEB

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CE2 Corporation Environmental Innovations Corporation 6140 Stoneridge Mall Road, Suite 500 17604 Chateau Ct

Pleasanton, CA 94588

Contact: Clyde Wong

Contact: Farshid Salamati

Telephone: (925) 463-7301 Telephone: (510) 632-0104

Website: http://www.ce2corp.com/

MRW & Associates, LLC

1814 Franklin Street, Suite 720

Oakland, CA 94612

Contact: Mark Fulmer, Principal

RS2 Energy LLC

1030 36th Street

Oakland, CA 94608
Contact: Ryan Ramos

Telephone: (510) 834-1999

Email: mef@mrwassoc.com

Telephone: (510) 306-4772

Email: rramos@rs2energy.com

Website: http://www.rs2energy.com/home.html

Not Certified SLEB

AECOM Technology

2101 Webster Street, Suite 1800

Oakland, CA 94612

Telephone: (510) 419-6000 Website: www.aecom.com Clean Power Research

1700 Soscol Ave. Napa, CA 94559

Contact: Ben Norris, Senior Consultant

Telephone: 707-258-2765 x7022 Email: ben@cleanpower.com Website: www.cleanpower.com

Community Choice Partners

58 Mirabel Ave.

San Francisco CA 94110

Contact: Sam Golding, President

Telephone: 415-404-5283

Email: golding@communitychoicepartners.com

Website: www.communitychoicepartners.com

Crossborder Energy 2560 9th St, # 213A Berkeley, CA 94710

Contact: Tom Beach, Owner & Principal

Consultant

Telephone: 510-549-6922

Email: tomb@crossborderenergy.com

DNV GL

155 Grand Avenue, Suite 500

Oakland, CA, 94612

Contact: Gary Calderon, Principal

Telephone: 510- 891-0446 Website: <u>www.dnvgl.com</u> EcoShift Consulting 270 Canyon Oaks Santa Cruz, CA 95065

Contact: Alexander Gershenson

Telephone: 831-824-4326

Email: agershenson@ecoshift.com

Contact: Dustin Mulvaney Telephone: 831-247-3896

Email: dmulvaney@ecoshift.com
Contact: James Barsimantov
Telephone: 415-935-3681

Email: <u>ibarsimantov@ecoshift.com</u>
Website: <u>www.ecoshiftconsulting.com</u>

Integrated Resources Network

2421 Hepworth Drive

Davis, CA 95618

Contact: Gerald Braun, Director, Technical and

Economic Integration Telephone: 916-402-4143

Email: gbraun12@sbcglobal.net Website: http://www.iresn.org/

Sam Kang

CALIF

710 Miner Road Orinda, CA 94563

Telephone: (415) 990-9596

Local Power, Inc. Blake's Landing PO Box 744

Marshall, CA 94940

Contact: Paul Fenn, President
Telephone: 510-451-1727 ex 2
Email: paulfenn@localpower.com
Website: http://www.localpower.com/

M Squared

111 Sutter Street, Suite 900 San Francisco, CA 94104-4523 Telephone: 415-391-1038

Website: http://www.msquared.com

OpTerra Energy Services

345 California Street, 19th Floor

San Francisco, CA 94104

Contact: Kelly Fergusson, PhD, PE, LEED AP Business Development Manager, Public Sector

Telephone: 415-735-9125

Email: <u>kfergusson@opterraenergy.com</u>

Website: http://opterraenergy.com/

Pacific Energy Advisors

1233 Fitch Way

Sacramento, CA 95864

Contact: John Dalessi, President & CEO Email: john@pacenergyadvisors.com
Contact: Kirby Dusel, Vice President Email: kirby@pacenergyadvisors.com

Telephone: (916) 834-0684

The Energy Authority

405 114th Avenue SE, Suite 100 Bellevue, Washington 98004

Contact: Jeff Fuller Telephone: 425.460.1124

https://www.teainc.org/

Enernex

620 Mabry Hood Rd NW Knoxville, TN 37932

Telephone: 865 691-5540 Website: www.enernex.com

Tierra Resource Consultants, LLC 1200 Mt Diablo Blvd, Suite 208

Walnut Creek, CA 94596 Contact: Floyd Keneipp Telephone: 925-954-7363

Email: Floyd.Keneipp@TierraRC.com

Website: <u>www.Tie</u>rraRC.com

Willdan Group / Willdan Financial Services

27368 Via Industria, Suite 110 Temecula, California 92590

Contact: Chris Fisher, Vice President, Group

Manager

Telephone: 951-217-5949 Email: <u>cfisher@willdan.com</u> Website: <u>www.willdan.com</u>

Energy

Energy	
Contified CLED	
Certified SLEB	
Pending	Green Consulting Service
Cohen Ventures, Inc.	10425 Greenview Drive
449 15th Street, Ste 400	Oakland, CA 94605
Oakland CA 94605	Contact: Gerald Green
Contact: Walter Harrower	Phone: 510-430-1215
Phone: (510) 482-4420	Email: tinmangreen@yahoo.com
Email: wharrower@energy-solution.com	Email: diminarigheence yarrootoom
Zilleni <u>interrette erretgy serationischi</u>	F
Sequoia Foundation	Sustainable Technologies
800 Hearst Avenue	1800 Orion Street, Suite 101
Berkeley, CA 94710	Alameda, CA 94710
Contact: John Petterson	Contact: Ernesto Montenero
Phone: (510) 704-8628	Phone: (510) 523-1122
Email: john@sequoiafoundation.org	Email: ernesto@sustainabletech.com
TOTAL	
Loisos & Ubbelohde 1917 Clement Ave Building 10A Alameda, CA 94501-9450 Contact: George Loisos Phone: (510) 521-3800 Email: george@coolshadow.com	*
Not Certified SLEB	ORNIK
DAIVICI	Nahla Amariasa
DNV GL 155 Grand Avenue, Suite 500	Noble Americas 401 West A Street , Suite 500
Oakland CA 94612	San Diego CA9211
Contact: Gary Calderon	Contact Tony Choi
Phone: (510) 891-0446 ext. 44250	Phone: (619) 684-8201
Email: gary.calderon@dnvgl.com	Email: tchoi@noblesolutions.com
Lindii gary.caracrone anvgi.com	Lindii teriore nobiesorations.com
Envirolssues (Public Engagement)	EES Consulting
Contact; Katie Deleaw	Contact: Colin Cameron
Phone: (510) 368-7055	Phone: (209) 550-7626
Email: kdeleaw@enviroissues.com	Email: Cameron@eesconsulting.com

The Energy Authority

Contact: Shehzad Wadalawala

Phone: (510) 697-8506

Email: swadalawala@teainc.org

Circlepoint

Contact: Raw Quigley

Phone: (510)285-6743

email: r.quigley@circlepoint.com

REP Energy

Contact: Roy Phillips Phone: (415) 385-4800

Email: Roy@repenergy.com

Social Dynamism

Contact: Walter Willea Phone: (909) 746-6721

Email: walter@socialdynamism.com

Center for Sustainable Energy

426 17th Street, Suite 700

Oakland CA 94612

Contact: Liz Oh / Catherine Crisp

Phone: (415) 307-0288 / (415) 349-7720

Email: <u>liz.oh@energycenter.org</u> / catherine.crisp@energycenter.org

BKI

Contact: Chris Bradt Phone (510) 463-6127 Email: Cbradt@bki.com

Cascadia Consulting Group Contact: Stefan Moedritzer Phone: (510) 838-7022

Email: stefan@cascadiaconsulting.com

Economics

Certified SLEB

ALH Urban and Regional Economics

2239 Oregon Street Berkeley, CA 94705

Contact: Amy Herman Phone: 510-704-1599

Email: aherman@alhecon.com

BAE Urban Economics, Inc. DBA Bay Area

Economics

2600 - 10th Street, Ste 300

Berkeley, CA 94710

Contact: Janet Smith-Heimer Phone: (510) 547-9380

Email: jsmithheimer@bae1.com

Hausrath Economics Group Strategic Economics Inc 1212 Broadway, Suite 1500 2991 Shattuck Ave. Ste 203 OAKLAND, CA 94612-1817 Berkeley, CA 94705 Contact: Linda Hausrath Phone: (510) 839-8383 Contact: Eileen Fodie 2991 Shattuck Ave. Ste 203 Email: Ih@hausrath.com Berkeley, CA 94705 email: efodje@strategiceconomics.com UC Berkeley - Don Vial Center 2521 Channing #5555 Berkeley, CA ALAMA **Contact: Betony Jones** 530-563-8384 betony.jones@berkeley.edu (SLEB EXEMPT) **Not Certified SLEB Applied Development Economics Fourth Sector Strategies** 2029 University Avenue Berkeley, CA BERKELEY, CA 94704 Contact: Betony Jones, Principal Contact: Douglas Svensson 530-563-8384 Phone: (510) 548-5912 Betony.jones@gmail.com

GEOGRAPHIC / SPATIAL SURVEY ANALYSTS

Email: dsvensson@adeusa.com

Certified SLEB			
Not Certified SLEB			

Sage Renewable Energy Consulting, Inc. Clean Coalition 1719 5th Avenue 16 Palm Ct San Rafael, CA 94901 Menlo Park, CA 94025 415.663.9914 Phone 650-796-2353 mobile 415.692.8148 Fax Contact: Craig Lewis, principal Contact: Brent Johnson, PE, LEED AP craig@clean-coalition.org Info@sagerenew.com **ARC Consulting** ALAMA 222 Sutter Street, Suite 600 San Francisco, CA 94102 Contact: Russell Driver, Principal (415) 420-5727 info@arcalternatives.com

CALIFORNIA

