

Questions and Answers – RFQ 2015-006 Wood Stove and Fireplace Upgrade Incentive Program

1. Is the \$400,000 quoted for this project on p. 3 for project administration (Tasks 1-8) only, or does this amount include dollars set aside for rebates?

This is only for admin costs for project management.

2. What is the anticipated project volume for the proposed incentive program?

The number of units changed out will vary on the rebates for each device type as well as the demand in the other categories of incentives, e.g. low-income households or high wood smoke areas. An estimate of the range of households is from 1,000 to 1,600, but this range, one again, may vary.

3. What is the anticipated timeline for service delivery/contract length?

The length of the contract will depend upon interest in the program and funding availability, as well as the length of time to process any rebates/installations/removals.

4. Regarding the last bullet in Task 3, “initial review of household to include determination of household efficiency and if weatherization funds can be applied to rebate in addition to program funding” – what is the scope of the weatherization funding that could potentially be added to this program funding? Specifically what efficiency measures are supported by the weatherization funding/program?

This item is to be included in the site assessment by the Contractor. Specifics will be developed after the contract has been awarded. The Air District does not anticipate any increase in costs as a result of this item.

5. In Task 3 the RFP states that “contractor should provide assistance to English as second language individuals via phone and web” and in Task 4, bullet 5 the RFP states that “flyers are to be distributed in English and Spanish” – Will BAAQMD need translation services in addition to Spanish?

The Air District only requests the Contractor support Spanish. The Air District can provide assistance to individuals speaking languages other than English and Spanish by providing translation services directly to the individual.

6. In Task 7 bullet 3 the RFP states that “any dispute between the contractor and a customer shall be resolved between the contractor and the customer without involvement of the Air District and without any additional fees imposed by the contractor” – In our experience, dispute resolution is included in the delivery of customer service, which would be included in the program administration costs. To clarify, are you specifying that additional fees shall not be imposed on the customer to resolve disputes?

Dispute resolution should be accounted for in program administration costs. The Contractor shall not impose additional fees upon the Air District for dispute resolution.

7. The RFP states that proposals will be evaluated based on a firm's specialty focus area, specifically with regard to local business/green business. What constitutes a green business for the purposes of this RFP?

A green business is defined in Air District Regulation 3: Fees as: A business or government agency that has been certified under the Bay Area Green Business Program coordinated by the Association of Bay Area Governments and implemented by participating counties. Here is a link to the regulation defining a green business: http://www.baaqmd.gov/~media/files/planning-and-research/rules-and-regs/reg-03/reg300_060315-pdf.pdf?la=en

8. Is it still bidding on 08/26/2015, 2:00 PM?

RFP closes 4:00 pm on 8/26/2015

9. Do you have a mandatory pre-bid conference scheduled for this project? N/A

10. Is the engineers' estimate \$400,000?

This amount is the maximum allowable under the RFP for this contract.

11. Do you have a separate set of plans? If so, can you send us the plans, addenda and bidders list? N/A

12. Is there a plan deposit? N/A

13. Do you require bid, performance and payment bond? N/A

14. What is the percentage of each bond? N/A

15. Who is the primary designer? N/A

16. List of Items, Schedule of Requirements, Scope of Work, Terms of Reference, Bill of Materials required.

All necessary information is included in the RFP.

17. Soft Copy of the Tender Document through email. N/A

18. Names of countries that will be eligible to participate in this tender.

All qualified companies.

19. Information about the Tendering Procedure and Guidelines.

See answer to Question #1.

20. Estimated Budget for this Purchase.

See answer to Question #1.

21. Any Extension of Bidding Deadline?

There will not be an extension to this RFP process.

22. Any Addendum or Pre Bid meeting Minutes? N/A