

CETS RFP FAQ

1. Is the CETS project dependent on federal funding? Has that funding been received, or if not, what is its current status? What Department, Agency, and/or Program is the federal source?
 - a. The CETS project is not dependent on Federal Funding. Funding has been secured through the Advanced Energy Technology fund through the State of New Mexico.

2. [Re: Section III, Scope of Work] Will parties working on Phase I be required to participate in any public hearings, response to comments, etc.?
 - a. Participating in Public Hearings: No, parties working on Phase 1 will not be required to participate in public hearings. To the extent that there are interim or legislative requests for reports on the CETS, agency staff will be point of contact and the awardee may be asked to provide additional information or guidance.
 - b. Respond to public comment: Yes, public contractors with the state are subject to IPRA unless an IPRA exception applies as determined by EMNRD.

3. [Re: Conflict of Interest] Would EMNRD take issue with a party also working for one of the "eight state departments and their stakeholders" that provide input to the Comprehensive Energy Transition Strategy?
 - a. No, EMNRD would not take issue with a successful RFP applicant who is also working with the identified 8 departments and their stakeholders.

4. Dept of Treasury was important for federal QER – why is DFA and NMFA not part of this RFP?
 - a. For the first phase of CETS, we anticipate lower engagement with other state agencies compared to phase II. DFA and NMFA can certainly be included in the Phase II RFP.

5. Are there page limits for each section or for the application as a whole?
 - a. There are no page limits for sections of the application or for the application as a whole.

6. When will we be getting the PowerPoint or recording from yesterday's session?
 - a. Please find the [powerpoint](#) and [recording](#) here:
<https://www.emnrd.nm.gov/ecmd/about-us/requests-for-proposals-applications/>

7. Do you have any update on the form in which you'd like the biosketch - bullets or written prose, etc.?
 - a. We do not have a preference for how the respondent communicates their team's qualifications.

8. Please clarify EMNRD's desired page limit for each of the required sections:
 - Executive Summary
 - Methodology
 - Work Plan
 - Team Qualifications: please clarify if the stated page limit for this section is inclusive of resumes, or if there is a separate page limit for resumes.
 - a. Please see answer to number 5.

9. Is the \$450K budget limit the annual budget, or the total for all four years of the contract?
 - a. The \$450k budget is for the duration of the project. The contract term will be dependent upon the time needed to complete the work as outlined in the applicant's proposal. The contract term will not exceed 4 years (including all amendments) pursuant to state law.

10. Are there any specific cost/pricing tables (New Mexico specific format) that must be submitted as part of the response? If so, please share.
 - a. n/a

11. Do subcontractor rates need to be shown separately in the cost estimate, or can they be merged into one set of billing rates with the prime contractor?

- a. Please show a separate breakdown of subcontract cost estimates.
12. Please describe the difference between examples of past performance and brief descriptions of similar projects.
- a. This section should describe the applicants roles and responsibilities on projects that share similarities with CETS. This is an opportunity to demonstrate competency and analytical acumen working on projects related to energy transition policy and technology.
13. VI. Evaluation Process - This section states that “The Evaluation Team will select the finalist Offeror(s) whose proposal and references is/are most advantageous to EMNRD, for award.” However, Section IV (PROPOSAL CONTENTS) includes no mention of references as a required component of offeror proposals. Can EMNRD please confirm if references are required? If so, is there a specific form or format EMNRD would like for offerors to use to present references?
- a. References are not a requirement for EMNRD to consider an applicant for this RFP, however, positive references would strengthen an application.
14. Can EMNRD please clarify if it anticipates awarding an initial contract covering a specific base period and, if so, the duration of this base period?
- a. No, EMNRD will award one contract for completion of the project.
15. Can EMNRD please clarify its anticipated period of performance for Phase 1?
- a. Please reference the answer for question 9.
16. Does EMNRD expect that future phases (Phase II and III) will be awarded under the same Professional Services Agreement, or as separate Professional Service Agreements?
- a. Future phases will be procured separately. Upon completion of each procurement, EMNRD will enter into a Professional Service Agreement with the awarded entity.

17. The draft professional services agreement lists three contract types (work product, lump sum, and time & materials). Please confirm what type of contract this project will be structured as.
 - a. Work Product
18. With a set of memos being the suggested output for the “Policy Recommendations and Analysis Memos” deliverable, can EMNRD confirm that to fulfill this deliverable, the expectation is one memo for each of the three listed topics (system reliability, clean energy, and economic equity)?
 - a. The successful offeror should put forth a plan to deliver three packages of memos that align with the three listed topics of system reliability, clean energy, and economic equity. The number of memos within each packet will be determined by the analysis. After thoroughly reviewing existing policies and studies, as outlined in the RFP, the successful offeror will produce memos addressing any gaps or unmet needs within those policies and studies.
19. Are there any critical deadlines that must be met due to legislative or policy timelines? What is the timeline for completion of this scope of work?
 - a. There are no critical deadlines for legislative or policy timelines.
 - b. Please reference the answer for question 9.
20. What level of stakeholder engagement is expected in this phase?
 - a. Engagement with state agencies and state entities will be required in this phase. Less public engagement is expected in this phase.
21. In order to submit a quality proposal, would you grant a one-week extension?
 - a. No.
22. Further to the discussion of “references” in the prior Q&A FAQ, does this mean providing references’ names and contact information, or letters from them, or either?
 - a. The way in which references should be provided is not prescribed by the RFP. However, please consider including names, contact, project, and testimonial of past performance.
23. What specific role, if any, will the representatives from the different agencies listed in the RFP play in this effort?
 - a. State entity representatives will support the successful offeror by providing responses to requests for data, policies, and information relevant to the project.

24. Will EMNRD consider allowing time and materials proposals, as they will allow greater flexibility to respond to Department feedback and produce the best outcome for the State?

a. No.

25. Since the schedule provided during the pre-proposal conference indicates that there are 10 days between the submission deadline and the reviewing and scoring of responses, would EMNRD consider extending the due date to Friday, March 14?

a. No.

26. As part of the scope of the first overarching focus area p.1 "Energy System Reliability, Security, and Resilience", does EMNRD wish to identify any other subtopics besides renewable integration, cyber security, grid modernization, and climate-related events?

a. No.