**STATE OF MAINE REQUEST FOR PROPOSALS**

**RFP AMENDMENT #1 AND**

**RFP SUBMITTED QUESTIONS & ANSWERS SUMMARY**

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| **RFP NUMBER AND TITLE:** | **202311233 Emissions Projections and Benefits Analysis for the Maine Climate Council** |
| **RFP ISSUED BY:** | Governor’s Office of Policy Innovation and the Future |
| **SUBMITTED QUESTIONS DUE DATE:** | December 13, 2023, no later than 11:59 p.m., local time |
| **AMENDMENT AND QUESTION & ANSWER SUMMARY ISSUED:** | January 10, 2024 |
| **PROPOSAL DUE DATE:** | January 19, 2024, no later than 11:59 p.m., local time ***(as amended)*** |
| **PROPOSALS DUE TO:** | [proposals@maine.gov](mailto:proposals@maine.gov) |
| **Unless specifically addressed below, all other provisions and clauses of the RFP remain unchanged.** | |
| **DESCRIPTION OF CHANGES IN RFP (if any):**   1. The RFP Due Date is amended. | |
| **REVISED LANGUAGE IN RFP (if any):**   1. All references to the RFP due date of January 17, 2024, no later than 11:59 p.m., local time, are amended to January 19, 2024, no later than 11:59 p.m., local time. | |

**Provided below are submitted written questions received and the Department’s answer.**

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| **1** | **RFP Section & Page Number** | **Question** |
| Part II. A,  Page 9-10 | What from the prior modeling process will be made available? Will the previous models be available? Will their prepared input data and sources be available?  What inputs, assumptions, formulas, models, outputs etc can be provided from previous GHG emissions reductions analysis?  Are the data from the Mitigation Modeling open-sourced, i.e. easily transferable for updates?  For Task 1(c) described on page 10 of the RFP, GOPIF states that the winning Bidder will build upon work conducted for the 2020 climate action plan. Will GOPIF provide the winning Bidder with work papers and background materials used for the 2020 climate action plan update?  What model(s) were used to estimate emissions reductions, and the benefit cost analysis for the first Maine Won’t Wait Plan?  Are the model(s) available to inform potential bidders? The RFP in Part II. F. Resources provides a reference to Maine Won’t Wait Modeling and cost benefit analysis (https://www.maine.gov/future/climate/reports). The link is to Maine Climate Council reports but the BCA and modeling files are not apparent in the list of supporting reports at that site.  If not, will they be provided to the selected contractor?  For Tasks 3 and 4 described on page 12 of the RFP, GOPIF states the winning Bidder should draw upon results from the 2020 economic benefit analysis. Will GOPIF provide the winning Bidder with the inputs and/or assumptions utilized for the 2020 economic benefit analysis? |
| **Answer** | |
| GOPIF will provide the following data to support the winning Bidder’s (“Bidder” or “Contractor”) emissions modeling: Maine’s latest greenhouse gas (GHG) emissions data from the Maine DEP Ninth Biennial Emissions Inventory, and results from previous (2020) mitigation modeling in spreadsheet form, including a baseline scenario and a policy scenario. Final results from the 2020 emissions modeling and economic benefit analysis can be found here: <https://www.maine.gov/future/initiatives/climate/climate-council/reports> | |

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| **2** | **RFP Section & Page Number** | **Question** |
| Part II | Is there a preference to stay with the prior modeling approach and/or modeling software? Or to use a model from EPA’s list of tools and technical resources?  Is it correct to assume the State and Climate Council prefer, or are committed, to using the prior model(s)? |
| **Answer** | |
| No, GOPIF does not have a preference. We expect that the contractor will bring their own model(s) which may differ from those that were used in the original analysis. | |

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| **3** | **RFP Section & Page Number** | **Question** |
| Part II | The tasks in the scope could be done at different levels of depth. To what extent is the Office looking for a quick review and update versus a comprehensive fresh look. |
| **Answer** | |
| Please see the Scope of Work for a detailed description of the tasks included in this RFP. Bidders should propose their approach to accomplishing the tasks set out in the Scope of Work. | |

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| **4** | **RFP Section & Page Number** | **Question** |
| Part VI. A,  Page 20 | We don’t see anything specific to the funding requirements in the RFP. What requirements apply to this scope of work, such as 2 CFR Part 200 or other Federal requirements? |
| **Answer** | |
| As a recipient of federal funds, the State must follow requirements as described in 2 CFR Part 200 and here: <https://www.epa.gov/grants/best-practice-guide-procuring-services-supplies-and-equipment-under-epa-assistance> | |

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| **5** | **RFP Section & Page Number** | **Question** |
| Part II. C,  Pages 8-11 | Will the consulting team be expected to facilitate or present to stakeholder groups, or is the expectation to advise and provide materials to support engagement? Are meetings held virtually or in person?  For Task 5, is the expectation that the consultant be “in-person” for interfacing with the MCC and working groups? |
| **Answer** | |
| Per RFP Part II Task 1(e), the contractor will be expected to present findings to working groups and/or the MCC and adjust assumptions as needed to achieve Maine’s statutory GHG reduction targets. Per RFP Part II Task 5, the contractor will be expected to interface with the Council, Science and Technical Subcommittee, WGs, and GOPIF to incorporate the results of the above analyses into the *Maine Won’t Wait* update, which may include attending meetings with these groups. Most MCC and WG meetings are virtual or hybrid. Bidders should plan to attend at least two Maine Climate Council (MCC) meetings in person. | |

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| **6** | **RFP Section & Page Number** | **Question** |
| Part II. A,1.a,  Page 9 | Is there already a list of measures for addition or update? How many should we expect? When? |
| **Answer** | |
| A list of measures for addition or update is not yet available. It is expected that these measures will be available starting in February or March 2024. A list of measures for the Climate Pollution Reduction Grant (CPRG) implementation grants is expected to be available in mid-February 2024. | |

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| **7** | **RFP Section & Page Number** | **Question** |
| N/A | Can you share the expected budget?  Can GOPIF provide an approximate budget target (range) for 2024?  For Appendix D, described on page 26 of the RFP, GOPIF requests proposal applicants submit a Cost Proposal Form. Does the GOPIF have a total maximum budget for the “Total Cost for All Tasks”?  Is there an estimated allocated budget, that can be shared, for the Tasks in the Scope of Services? |
| **Answer** | |
| The State is interested in proposals for cost-effective proposals that meet the requirements of the Scope of Work. | |

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| **8** | **RFP Section & Page Number** | **Question** |
| Part II. A., Page 9 | Can you provide an estimate of the split of the modeling work by “new” and “updated” strategies?  To assist bidders in estimating time and budget, is it possible to estimate, even if in ranges, the number of new strategies that need modeling, or number of existing strategies that may be significantly changed? |
| **Answer** | |
| GOPIF is not able to provide an estimate of the number of strategies to be modeled, or new vs. updated strategies at this time. | |

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| **9** | **RFP Section & Page Number** | **Question** |
| Part II, Section B part c, page 11 | For Task 2(a) described on page 11 of the RFP, GOPIF states that the winning Bidder will identify geographically defined low-income and disadvantaged communities (LIDAC). Will GOPIF provide the winning Bidder with criteria, or a list of desired metrics, for identifying LIDAC areas? |
| **Answer** | |
| The Contractor may use the methodology described in the US EPA Climate Pollution Reduction Grants program guidance for the Low Income and Disadvantaged Communities (LIDAC) Benefits Analysis to identify LIDACs: <https://www.epa.gov/system/files/documents/2023-05/LIDAC%20Technical%20Guidance%20-%20Final_2.pdf> | |

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| **10** | **RFP Section & Page Number** | **Question** |
| Part II, Section B part d, page 11 | For Task 2(d) described on page 11 of the RFP, GOPIF states that the winning Bidder will summarize planned and/or ongoing engagement with representatives and residents of LIDACs to inform PCAP and CCAP development and implementation. Could GOPIF elaborate on the nature (virtual versus in-person) and frequency of which the winning Bidder would attend meetings with representatives and residents of LIDACs?  For Task 2(d) described on page 11 of the RFP, GOPIF states that the winning Bidder will provide an update on meaningful engagement activities as well as a summary of engagement conducted, and a summary of the stakeholder input received and how the input was incorporated. Could GOPIF elaborate on the nature (virtual versus in-person) and frequency of which the winning Bidder would attend meetings with representatives and residents of LIDACs?  With regard to Task 2E (CCAP), the RFP states: "Provide an update on meaningful engagement activities as well as a summary of engagement conducted, and a summary of the stakeholder input received and how the input was incorporated." We interpret this as summarizing ongoing stakeholder engagement activities by the State as opposed to conducting new stakeholder engagement activities as part of this RFP - Is that correct? If so, will information on previous engagement activity and responses to input be accessible to the Contractor? Will this be collected directly from GOPIF? |
| **Answer** | |
| In general, the Contractor will not be expected to attend meetings with representatives and members of LIDACs. For this task, the Contractor’s role is to compile and describe ongoing engagement activities with LIDACs, as required for the CPRG LIDAC Benefits Analysis. GOPIF will provide information on ongoing activities and the contractor will be expected to summarize these activities for their deliverables to GOPIF. One exception to this is that the Contractor will be expected to attend Working Group and Maine Climate Council meetings, which are sometimes attended by members of LIDACs. Please see answer to question #5 above for information about attending meetings. | |

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| **11** | **RFP Section & Page Number** | **Question** |
| Introduction page 9 | Can you please provide more details about what deliverables and analyses are needed for the Quantified GHG Reduction Measures for the April 1, 2024 date and the Low Income/Disadvantaged Communities Benefits Analysis for both the PCAP on March 1, 2024 and April 1, 2024 grant submission. |
| **Answer** | |
| In general, GOPIF is looking for deliverables that satisfy the requirements and timelines listed in the RFP, as well as the requirements of the EPA Climate Pollution Reduction Grant (CPRG) program. Detailed program requirements can be found at <https://www.epa.gov/inflation-reduction-act/climate-pollution-reduction-grants>. Please see information about specific requirements below.  Quantified GHG Reduction Measures   * Please see RFP Section II, Task 1 “Deliverables.” * For more information on requirements for this CPRG deliverable, please see EPA Climate Pollution Reduction Grants Program Guidance: <https://www.epa.gov/system/files/documents/2023-02/EPA%20CPRG%20Planning%20Grants%20Program%20Guidance%20for%20States-Municipalities-Air%20Agencies%2003-01-2023.pdf> * Also, please see Climate Pollution Reduction Implementation Grants Notice of Funding Opportunity for more information on what is required for the implementation grant application: <https://www.epa.gov/system/files/documents/2023-09/CPRG%20General%20Competition%20NOFO.pdf>   Low Income/Disadvantaged Communities (LIDAC) Benefits Analysis   * Please see Section II Task 2 “Deliverables.” * Please see EPA CPRG Low Income/Disadvantaged Communities Benefits Analysis Technical Reference Document for recommended methods: <https://www.epa.gov/system/files/documents/2023-05/LIDAC%20Technical%20Guidance%20-%20Final_2.pdf> * For more information on requirements for the CPRG LIDAC Benefits Analysis, please see EPA Climate Pollution Reduction Grants Program Guidance: <https://www.epa.gov/system/files/documents/2023-02/EPA%20CPRG%20Planning%20Grants%20Program%20Guidance%20for%20States-Municipalities-Air%20Agencies%2003-01-2023.pdf> | |

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| **12** | **RFP Section & Page Number** | **Question** |
| N/A | Can GOPIF confirm that for the Priority Climate Action Plan (PCAP) that is due to EPA by March 1st, the State is only asking for a LIDAC Analysis? |
| **Answer** | |
| Yes, GOPIF is only looking for a LIDAC analysis for submission to the EPA by March 1. | |

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| **13** | **RFP Section & Page Number** | **Question** |
| N/A | Given that Quantified GHG Reduction Measures are also required for the PCAP that GOPIF is developing, could GOPIF clarify to what extent the Contractor could rely on already existing material for the quantification of measures required for the Implementation Grant Application? |
| **Answer** | |
| GOPIF expects that the CPRG implementation grant application will be comprised of existing measures in *Maine Won’t Wait*. However, because the measures included in *Maine Won’t Wait* do not always satisfy the level of specificity requested in CPRG implementation grant application, the Contractor may be asked to perform new calculations of emissions reductions that provide more granular detail for specific measures than the reductions modeled for *Maine Won’t Wait*. For instance, if GOPIF wishes to apply to CPRG for funding to stand up a specific program, the contractor may be asked to calculate the emissions reductions associated with only that specific measure, and not with the overall strategy, as is currently modeled in *Maine Won’t Wait*. | |

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| **14** | **RFP Section & Page Number** | **Question** |
| N/A | What is the status of priority actions that GOPIF is developing for the PCAP? Can the Contractor assume that a list of prioritized measures that need to be quantified for the Implementation Grant Application is available at the start of the project? |
| **Answer** | |
| GOPIF expects to have a list of priority actions to be modeled for the CPRG implementation grant application by mid-February 2024. | |

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| **15** | **RFP Section & Page Number** | **Question** |
| N/A | To what extent would the Contractor be responsible for other required items for the CCAP (e.g. Intersection wither Other Funding Availability, Review of Authority to Implement, etc.?) |
| **Answer** | |
| The contractor will only be responsible for providing to GOPIF deliverables listed in the RFP Part II: Scope of Work. GOPIF will complete all other required elements of the PCAP, CCAP, and implementation grant application. | |

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| **16** | **RFP Section & Page Number** | **Question** |
| N/A | Can GOPIF provide more context around the requirement for Task 4 (Cost/Benefits of Climate Adaption and Resilience Measures)? In particular, should adaptation and resilience strategies primarily draw from the 2020 Study or should additional measures be identified by the Contractor?  Can you please clarify if there is an existing list of “potential resilience strategies” that GOPIF would like the service provider to assess, or rather, does GOPIF imagine the service provider will take the lead in developing a list of strategies? (drawing from, but not limited to, goals or sources mentioned in the RFP) If the service provider is responsible for developing the list, what stakeholder or Working Group input or engagement does GOPIF imagine the service provider (or GOPIF) would have to seek input, review or approval or the proposed resilience strategies? |
| **Answer** | |
| Contractor will not be expected to identify their own resilience strategies, but rather to model costs and benefits of strategies identified by GOPIF and/or the Community Resilience Working Group (CRWG). | |

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| **17** | **RFP Section & Page Number** | **Question** |
| N/A | Could GOPIF confirm that the State is not currently contracting for the development of a Status Report that is required under the CPRG program? |
| **Answer** | |
| The State is not currently contracting for the development of a Status Report as required under the CPRG program. | |

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| **18** | **RFP Section & Page Number** | **Question** |
| N/A | Page 11 indicates the LIDAC benefits analysis document is to be submitted by March 1, within 6 weeks of the expected contract initiation date. An updated LIDAC benefits document is due Dec.1. Please provide more specific indication of the content and structure sought, for the March 1 deliverable.  Given that the contract start date is 2/12/2024 and the PCAP is due on 3/1/2024, the Bidder will have less than 3 weeks to put together the LIDAC benefits analysis deliverable. Has GOPIF begun the LIDAC benefits analysis? Will GOPIF be able to share all relevant materials and data as soon as the contract starts? |
| **Answer** | |
| GOPIF expects that the LIDAC analysis to be provided for submission by March 1 will rely heavily on past work that has been done by the Maine Climate Council, the Equity Subcommittee, and the Working Groups. Because GOPIF is currently launching a wide scale public engagement effort that will not be complete by March 1, GOPIF expects that there will be additional information on benefits to low income/disadvantaged communities (LIDAC) identified through this work that will be provided for the Dec. 1 deliverable. | |

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| **19** | **RFP Section & Page Number** | **Question** |
| PART II: Sections A and C, Task 1 and 3 descriptions; pages 9, 10, and 12 | Will GOPIF provide the consultant with a set of “GHG reduction measures” to be analyzed or is that something the consultant team should propose? If coming from GOPIF, is there an expected timeline for those strategies to be shared?  Please clarify if the set of “GHG reduction measures” to be analyzed are already defined (e.g., by the current climate action plan or economic benefits analysis) vs. will be defined in 2024. If the measure list is to-be-defined in 2024, can you please comment on whether GOPIF sees this as an activity or output of the Climate Council working groups (e.g., the new measures or substantial changes proposed by working groups in 2024, as referenced for Task 1), and/or a list that the service provider of this contract should propose. |
| **Answer** | |
| The contractor will not be expected to propose measures; measures will be provided by GOPIF and the Working Groups. | |

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| **20** | **RFP Section & Page Number** | **Question** |
| Part II, Introduction, page 9 | Has it been determined how many CPRG Implementation Grant applications will be submitted from the State of Maine? Similarly, have the potential applicants to submit those applications been determined? Is the Bidder expected to support multiple CPRG Grant Implementation applications? |
| **Answer** | |
| This has not yet been determined. | |

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| **21** | **RFP Section & Page Number** | **Question** |
| Part II, B, page 10-11 | Is GOPIF already in the process of putting together the PCAP? Can you please confirm that the LIDAC benefits analysis document is the only piece of the PCAP to be developed by the Bidder, and that it will be integrated into the PCAP submission by GOPIF’s efforts? |
| **Answer** | |
| Yes, GOPIF is in the process of developing a PCAP and implementation grant application and expects to have these documents available for public comment by mid-February 2024. | |

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| **22** | **RFP Section & Page Number** | **Question** |
| Part II, B, page 10-11 | EPA's Notice of Funding Opportunity (NOFO) for the CPRG Implementation Grant states "Applications should discuss and quantify, where possible, direct and indirect benefits and potential disbenefits to low-income and disadvantaged communities." However, in the RFP, as part of Task 2, it is stated to "Provide a qualitative discussion of the expected benefits to LIDACs and priority populations associated with the GHG reduction measures included in the PCAP". There is no reference to the potential quantification efforts that may be needed to support applications for the CPRG Implementation Grant, due April 1st, 2024. Is GOPIF expecting any efforts for the quantification of LIDAC benefits, in support of the CPRG Implementation Grant application(s), to be provided under Task 2? |
| **Answer** | |
| The Consultant will be expected to "Provide a qualitative discussion of the expected benefits to LIDACs and priority populations associated with the GHG reduction measures included in the PCAP" as stated in the RFP. Additional quantification not covered in this Scope of Work will not be the responsibility of the Consultant. | |

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| **23** | **RFP Section & Page Number** | **Question** |
| Part IV, Sections II | Are there page limits to File #2 (Organization Qualifications and Experience) and File #3 (Proposed Services)? |
| **Answer** | |
| No. | |

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| **24** | **RFP Section & Page Number** | **Question** |
| Part IV, Section IV, page 17 | Given that the cost proposal will only cover costs between 2/12/2024 and 12/31/2024 ("Initial Period of Performance"), will the costs for the "Renewal Period #1" (1/1/2025-12/31/2027) be negotiated later separately? |
| **Answer** | |
| Yes, in the event of a contract renewal, costs for additional work will be negotiated separately. | |

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| **25** | **RFP Section & Page Number** | **Question** |
| Task 1 | At what point in 2024 do you expect the Maine Climate Council (or Working Groups, or GOPIF) will identify and/or confirm the strategies that the service provider [of this contract] needs to model or estimate, including (a) strategies previously modeled, (b) new strategies that need new modeling, (c) existing strategies that may be significantly changed? |
| **Answer** | |
| GOPIF expects that some initial strategies could be ready for modeling by March 2024. Additional strategies may be proposed between March and June 2024. After June, GOPIF expects that no new strategies will be proposed, but the Contractor may be expected to revise modeling assumptions based on public comment and ongoing Maine Climate Council discussions. | |

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| **26** | **RFP Section & Page Number** | **Question** |
| Task 2 | For the CCAP/MWW update, items (c) and (d) refer to assessing and estimating benefits from “the GHG reduction measures included in the CCAP”. Is GOPIF expecting an assessment for each measure (e.g., description or estimation per measure), or aggregate analysis? |
| **Answer** | |
| This should align with the CPRG requirements for the LIDAC analysis. Please see LIDAC technical analysis for more information: <https://www.epa.gov/system/files/documents/2023-05/LIDAC%20Technical%20Guidance%20-%20Final_2.pdf> | |