

Request for Qualifications (RFQ) 2021-12		
Alternative Port Assessment to Support Offshore Wind		
No.	Question	Answer
1	Could you please elaborate on the commercial/price selection criteria	See RFQ page 10, Section 12. a)- Price is not a selection criterion
2	According to chapter 12 a) iii) in RFQ 2021-12, are there any specific requirements to location of personnel?	See RFQ page 10, Section 12. a)- No, there are no specific requirements for the location of personnel. However, the Offeror's location is part of the selection criteria. We prefer offerors that are able to perform site visits around the California Morro Bay Wind Energy Area (WEA) to complete this project.
3	Is this considered to be a "desktop study"?	Generally yes, although note that the Scope of Work (Attachment 11/Exhibit A) allows for the Offeror to provide "enhancements, suggestions, edits, and comments". Some direct outreach to location operators and/or site visits may be among those suggestions that the Offeror might use in their proposal methodology. Please note Section 3, Methods includes outreach and survey suggestions.
4	Attachment 11 Scope of work – could you elaborate on or exemplify a bit more on the level of details required?	The Scope of Work (Attachment 11/Exhibit A) is already quite detailed. It is up to the Offeror to put in a proposal using their judgement and interpretation of the SOW.
5	Since some of the files required are pdfs (several attachments) while others are word format like redlines of Exhibits A, A1, C and D are word format, can we submit a zip file with a mixture of both formats properly numbered to match the RFQ document and attachment requirements, i.e. Attachments 1-9 bundled as a pdf, Attachment 10 Quals a pdf, but Scope of Work with redline kept in word?	Yes
6	Would the Commission allow us to present the Past Workload Section first in order to introduce the team, and present qualifications and the Technical Narrative second to then explain our understanding and approach?	The Offer sections and associated headers must match the Checklist (See Attachment 1 Checklist) and we do prefer that the documents be presented in exactly the order of the Checklist.
7	Our interpretation of the RFQ is that is the requirements of the Technical Narrative may require more than 5 pages and Past Work performed less than 25. As long as there are more than 30 pages, can we use more or less for either section? Can we provide an Introductory section as long as it is part of the 30 pages, such as within the Past Workload section?	The Technical Narrative should not be interpreted as Scope of Work. The Offeror should update the Model Contract, Exhibit A – Scope of Work (Attachment 11) rather than present their Offer as a narrative. The Commission would prefer to see the Offer within the Model Contract. The Model Contract documents have no page limits.
8	Is Exhibit B Budget Detail required to be completed for this submittal as Section 6 Cost Proposal of the RFQ mentioned no cost information is required at this stage? Similarly, the resource table requested in the technical narrative implies presenting level of effort for staff. Is this required during this stage?	Edits to Attachment 12, Model Contract, Exhibit B are not required. Again, the Commission wishes to see the Offer in the form of a proposed agreement as represented by the updated Model Contract.
9	Please provide clarification on Attachment 3 Form 700. We understand this form is to be filled out by elected officials, public employees, or a consultant serving in a role that influences government decision-making process. The scope of work does not include this role or services. Should this form be completed?	Should there be a determination of government decision-making influence, Attachment 3 Form 700 certifies that the Offeror will participate in the economic influence disclosures. The Commission is required by statute to resolve all potential conflict of interests per State Contracting Manual. Upon award of the contract, the awardee is required to complete Form 700.