

**1.0 PURPOSE OF THIS ADDENDUM** The Association for Energy Affordability Inc. (AEA) is issuing this Addendum to the Solar Service Provider Request for Qualifications (the “RFQ”) to respond to questions and requests for clarifications AEA received regarding the RFQ (see Section 3.0 below).

**2.0 GENERAL INSTRUCTIONS** This Addendum constitutes an integral part of the RFQ and is to be read in conjunction with the RFQ. Unless specifically changed by this Addendum, all other requirements and terms of the RFQ remain unchanged. It is the responsibility of all Proposers to conform to this Addendum and modify their proposals accordingly.

### **3.0 QUESTIONS FOR THE RFQ**

**1. How will the \$8.7 million PV budget be allocated between LIWP incentive awards, compensation for the LIWP Solar Provider, and other administrative costs?**

An anticipated program administration and technical assistance budget of up to \$130,000 is being allocated for Solar PV Technical Assistance (TA), for services performed by the selected LIWP PV Solar Provider, when directed by AEA. Additionally, a budget of approximately \$20,000 is being allocated for assistance in creating a Solar PV Workforce Development Plan. The estimated remaining budget of \$8.55M is the solar PV LIWP incentive budget, available to all eligible and participating properties installing approved PV systems. This would include any approved PV system installed by a PV installer that meets the Program requirements, not just the selected LIWP Solar PV Provider.

**2. Are there specific limits in compensation for the LIWP Solar Provider for each area of scope or will the contract be a single fee for service encompassing the entire scope? Are there specific limits in the PV administrative budget for each area of scope (project assessments, solar design, technical assistance, etc.) or is it operated like a general program fund? Or will there be set contract amounts for the various functions performed by the LIWP Solar Provider (project assessments, solar design, Quality Assurance, Commissioning, workforce development etc.)? Will there be compensation on a per-site basis for project assessments, solar design, technical assistance, etc.?**

There will be per project and subtasks budget limits, to be negotiated with the Solar Provider at contract negotiation. The solar provider will only provide LIWP funded TA to projects when directed by AEA. All compensation will be on a time and materials basis based on detailed time tracking records provided by the Solar Provider to AEA. All records will be subject to review and approval by AEA.

**3. What is the number of anticipated site analyses and project assessments that will be required of the LIWP Solar Provider?**

It is anticipated that LIWP funded Solar PV TA will be provided on approximately 50-75 multifamily properties.

**4. Will compensation be based on a monthly retainer, or monthly invoicing for services rendered, or will compensation be paid on a per-completed-project basis, like the LIWP incentive?**

Compensation will be based on monthly invoices based on detailed time and materials records for Solar Provider services requested by AEA.

**5. The Workforce Development portion of this program is a significant scope of work that falls outside any actual contracts the LIWP Solar Provider would be responsible for. What is the compensation structure for the Workforce Development portion of the program?**

It is anticipated that the Workforce Development budget will not exceed \$20,000 and will be used for the selected Solar Provider to assist AEA in developing a PV workforce development plan. This is in addition to the \$130,000 budget allocation for Program Administration and Technical Assistance. The workforce development plan will be developed in coordination with selected Solar Provider based on Provider's stated qualifications. All compensation will be on a time and materials basis based on detailed time tracking records provided by the Solar Provider to AEA. All records will be subject to review and approval by AEA.

See Section 4.0 for revisions to the RFQ in regards to the workforce development plan.

**6. Who will pay for trainees to take the Solar Jobs Curriculum if it is "offered by another approved training resource such as a community college or technical trade school"?**

Trainee cost burden will be outlined in the Workforce Development Plan to be developed in conjunction with the selected Solar Provider.

**7. What is the budget allocation, if any, for developing a Solar Jobs Curriculum?**

There is not currently a budget allocation for the development of a Solar Jobs Curriculum. The need for such curriculum will be determined in the Workforce Development Plan to be developed in conjunction with the selected Solar Provider.

**8. What is the budget allocation for "placement and tracking of job trainees on LIWP projects"; for "tracking permanent hires and project hours resulting from the workforce development program"; for "monitoring compliance with workforce development requirements for other solar contractors that may be participating in LIWP"**

Details would be pending the development of the Workforce Development Plan, which is created in conjunction with the selected Solar Provider. The general intent is that documentation regarding the placement and tracking of trainees would be the responsibility of the solar installation entity responsible for the installation at a given project, whether that installation is provided by the LIWP Solar Provider or an independent company. The administrative hours for compiling, reviewing, and monitoring compliance for any workforce development plan requirements would be incurred by AEA as the Program Administrator. If AEA requests Technical Assistance from the Solar Provider to provide support for this task, it will be on a time and materials basis as a subset of \$130,000 budget for program administration and technical assistance.

**9. The minimum qualifications indicate that a Class B license is required in addition to a Class C-10 or C-46. Can you confirm that this is required in order for a firm to be deemed qualified to submit a response to this solicitation? Please note that the MASH Handbook lists the required licenses as either a Class A, B, C-10 or a C-46. We would argue that an B license is not necessary to perform the work described in this solicitation if the contractor carries a C-10/C-46.**

The minimum qualifications have been revised to match the MASH requirements. See attached addendum for revisions to the RFQ.

**10. Can you clarify the intention of the phrase "worksheet training requirement" in Section II, B, 10 (page 11 of the document).**

The phrase should be "workforce training requirement". See attached addendum for revisions to the RFQ.

**11. Please confirm if hand delivery of our submission to your office is acceptable.**

Yes.

#### **4.0 CHANGES TO THE RFQ**

**1. The following of Section I.A. 9 (pg. 7) shall be revised from the RFQ:**

**Workforce Development.** The Solar Provider ~~administer and/or implement a~~ workforce development ~~program~~ applicable to all solar installations supported by the LIWP. The program's objective is to place residents of disadvantaged communities into solar job opportunities created by the solar investments. A variety of approaches could be used to promote workforce development, including partnerships to offer internships/hands-on training; promoting the hiring of workers from DACs to fill existing vacancies or positions created as a result of LIWP; fostering professional development in the trades; and offering experience certificates and references for the long-term unemployed. The workforce development ~~program~~ should minimally include the following elements:

**The following section shall replace I.A.9:**

**Workforce Development.** The Solar Provider will assist AEA in developing a workforce development plan applicable to solar installations supported by the LIWP. The program's objective is to place residents of disadvantaged communities into solar job opportunities created by the solar investments. A variety of approaches could be used to promote workforce development, including partnerships to offer internships/hands-on training; promoting the hiring of workers from DACs to fill

existing vacancies or positions created as a result of LIWP; fostering professional development in the trades; and offering experience certificates and references for the long-term unemployed. The workforce development plan should minimally include the following elements:

**2. The following of Section II.A. 3 shall be revised from the RFQ (pg.9):**

Have an active ~~Class B, General Building Contractors License and a C-10 or C-46 Solar Contractors License~~ issued by the California Contractors State Licensing Board (CSLB). All systems must be installed in conformance with the manufacturer's specifications and with all applicable electrical and building code standards.

**The following section shall replace II.A.3:**

Have an active A, B, C-10, or a C-46 license for PV systems issued by the California Contractors State Licensing Board (CSLB). All systems must be installed in conformance with the manufacturer's specifications and with all applicable electrical and building code standards.

**3. The following of Section II.B. 10 (pg. 11) shall be revised from the RFQ:**

Have experience administering solar workforce development programs. Response should include details about training credentials and curriculum, whether the training program is recognized by public agencies and used to comply with ~~worksheet~~ training requirements, number of graduates, and number of job placements.

**The following section shall replace II.B.10:**

Have experience administering solar workforce development programs. Response should include details about training credentials and curriculum, whether the training program is recognized by public agencies and used to comply with workforce training requirements, number of graduates, and number of job placements.

**4. The following of Section III.D (pg. 16-17) shall be revised from the RFQ:**

**Workforce Development**

LIWP includes a workforce development requirement to promote job creation and economic development in the targeted disadvantaged communities. Please describe your organization's workforce development strategy and the steps your organization ~~will~~ take promote solar job creation in disadvantaged communities. In your response please address the following questions:

1. What solar jobs training ~~will~~ be provided? How ~~would~~ job training be rolled out in the targeted communities?

2. Describe ~~the~~ Solar Jobs curriculum. Who ~~developed~~ the curriculum? How many job classifications are included in the training program? ~~Will~~ the training include both classroom and on-site course work?
3. Who ~~will~~ provide the training?
4. How ~~will~~ residents of disadvantaged communities be recruited for participation in job training and placement programs?
5. How ~~will~~ graduates of training be placed in jobs supporting solar installations funded by LIWP?
6. How ~~will~~ training hours, project work hours, and job placements be tracked?
7. What approaches ~~will~~ be used to monitor compliance with workforce development requirements for other solar contractors that may be participating in LIWP?

**The following section shall replace III.D:**

### **Workforce Development**

LIWP includes a workforce development requirement to promote job creation and economic development in the targeted disadvantaged communities. Please describe your organization's workforce development strategy and the steps your organization can take to promote solar job creation in disadvantaged communities. In your response please address the following questions to highlight your qualifications to assist in the creation of a workforce development plan:

1. What solar jobs training could be provided? How could job training be rolled out in the targeted communities?
2. Describe a potential Solar Jobs curriculum. Who develops the curriculum? How many job classifications are included in the training program? Would the training include both classroom and on-site course work?
3. Who would provide the training?
4. How could residents of disadvantaged communities be recruited for participation in job training and placement programs?
5. How could graduates of training be placed in jobs supporting solar installations funded by LIWP?
6. How would training hours, project work hours, and job placements be tracked?
7. What approaches could be used to monitor compliance with workforce development requirements for other solar contractors that may be participating in LIWP?

**5. The following of the Point Scoring Criteria I.V Workforce Development (pg. 27) shall be revised from the RFQ:**

Organization ~~provides~~ a sound strategy and series of ~~proposed~~ actions to achieve LIWP's workforce training and job placement objectives inclusive of a comprehensive solar jobs curriculum, recruitment and placement strategy, and performance tracking plans *(up to 7 points for each of the 7 workforce development components in identified in III.D).*

**The following section shall replace III.D:**

Organization demonstrates the ability to assist AEA in developing a sound strategy and series of possible actions to achieve LIWP's workforce training and job placement objectives inclusive of a comprehensive solar jobs curriculum, recruitment and placement strategy, and performance tracking plans *(up to 7 points for each of the 7 workforce development components in identified in III.D).*