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UNITED STATES VIRGIN ISLANDS
Economic Development Authority www.USVIEDA.org

REQUEST FOR PROPOSAL RFP-2021-004-USVIEDA

Vision 2040

Energy Sector Analysis

Request for Clarification
Questions and Answers

**VIRGIN ISLANDS ECONOMIC DEVELOPMENT
AUTHORITY**

Released: July 19, 2021

Vision 2040 Energy Sector Analysis Consultant RFP - Questions and Answers:

1. **Question:** Is there a registry for M/WBE firms where potential bidders can find interested and qualified M/WBE partners?

Response: Yes, certified M/WBE firms can be found at https://pro-net.sba.gov/dsbs/search/dsp_dsbs.cfm

2. **Question:** Under C. Proposed Scope of Work, Section #1, the last bullet includes "... opportunities in professional services, technology services, light manufacturing/assembly, and coastal/ocean resources as it relates to green industries investment and jobs". This scope is very broad. Can USVIEDA provide additional details that will help determine the boundaries of the scope? Is USVIEDA expecting the scope to include identification of companies that are capable of providing professional services, technology services, and green (or blue) industries that can be setup in US Virgin Islands?

Response: See Vision 2040 for key targeted industries, including types of businesses at <https://www.usvi2040.com/targetindustries>. Yes, USVIEDA is expecting the scope to include identification of companies in professional services, technology services, light manufacturing/assembly, and coastal/ocean resources as it relates to green industries investment and jobs with interest in the U.S. Virgin Islands.

3. **Question:** The 2nd bullet under C. Proposed Scope of Work, Section #2: Deliverables is "Provide a detailed renewable energy resource assessment." Is USVIEDA expecting an "Integrated Resource Plan" level of detail to achieve the 75% renewable by 2040 goal? If not please provide additional description of the expectation.

Response: No, USVIEDA is not expecting an Integrated Resource Plan. The expectation is for a renewable energy resource assessment across the three (3) main islands to include an energy road map based on resource quality, topography, land use, and developer interest. The renewable energy resource assessment should identify a set of study areas capable of supporting high levels of clean energy development.

4. **Question:** The 3rd bullet under C. Proposed Scope of Work, Section #2: Deliverables is "... project-specific cost-of-capital analysis and electrical cost reduction strategies...". Is USVIEDA expecting such analysis to be performed on renewable energy projects (e.g., off-shore wind, floatovoltaics, etc.) as well as viable demand-side projects that would be the likely off-takers of such projects? Please provide additional detail.



Response: Yes, USVIEDA is expecting analysis to be performed on any renewable energy project that is recommended in the road map.

5. **Question:** The 5th bullet under C. Proposed Scope of Work, Section #2: Deliverables is "... commercial incentive rate to increase competitiveness for business attraction...". Is USVIEDA expecting the scope to include design of electricity rates and tariffs applicable to industrial and commercial customers under the current electrical system or a changed system sometime in the future? If "commercial incentive rate" means something else, please explain.

Response: The anticipation is for the commercial incentive rate to be under the current electrical system and projection of a commercial incentive rate for a changed system in the future.

6. **Question:** The scope clearly includes design and development of a marketing strategy, campaign, and outreach content for execution. Does the scope also include involvement in the execution phase of the said campaign and strategy? If so, will USVIEDA accept a "Time and Material" bid for the execution phase?

Response: The scope of work as outlined in Section C of the RFP must be completed in accordance with the timeline specified in the RFP. However, the strategic plan should include recommended activities that extend beyond six (6) months. In regard to the "Time and Material" bid, refer to Section E of the RFP, which indicates that the resulting contract is anticipated to be a fixed price contract.

7. **Question:** It is our standard practice to include a list of references along with contact information. We typically don't include "written authorization" from the included references. Can USVIEDA waive this requirement?

Response: Yes, USVIEDA will waive written consent from the authorized representative.

8. **Question:** This project may be financially supported, in whole or in part, by federal funds. Does USVIEDA require any further assistance in securing the funds other than the written proposal in response to this RFP?

Response: No.



9. **Question:** Are there specific requirements, in terms of a certain amount of work to be given, for minority firms, women's business enterprises, and labor surplus area firms? Can USVIEDA provide a list of firms that are currently qualified and registered with the USVIEDA?

Response: No, there are no specific requirements for the amount of work to be given to minority/women-owned business enterprises or labor surplus area firms. Certified M/WBE firms can be found at https://pro-net.sba.gov/dsbs/search/dsp_dsbs.cfm

10. **Question:** We understand that all proposals are open to public inspection upon submittal. If particular sections of the proposal containing confidential and proprietary information are exclusively marked, will such information be redacted in the proposal documents before they are made public?

Response: Yes, proprietary information should be clearly identified as indicated in Section K of the RFP. Confidential and proprietary information will be kept confidential.

11. **Question:** Is USVIEDA considering this scope of work within a certain monetary budget? If so, what is the budget?

Response: Budget will not be provided. USVIEDA is interested in receiving Proposer's estimation of appropriate costs for the scope of services specified in the RFP.

12. **Question:** If USVIEDA is able to secure only part of the funding needed to complete the scope of work, can the scope of work be modified at a later date to accommodate decreased funding?

Response: No.



ADDENDUM

Released: July 20, 2021

REFERENCE TEXT – *“The analysis must identify existing renewable energy projects for funding to encourage investments. The analysis must also identify opportunities to strategically leverage private investment in energy renewable projects.”*

13. Questions:

- a. Does this refer to existing renewable energy projects in the USVI? Wouldn't existing projects already have funding?

Response: Yes, this refers to existing renewable energy projects in the USVI. No, many existing projects do not have funding and/or are in need of a funding partner.

- b. Is the EDA in the position to make additional access to capital or other financial incentives available?

Response: USVIEDA programs include financial incentives through the Virgin Islands tax incentive program, the Enterprise Zone Commission tax credit and incentives, and the Economic Development Bank, the lending arm of the USVIEDA.

- c. Please explain what is meant by "opportunities to strategically leverage private investment in energy renewable projects"?

Response: USVIEDA is requesting that the Consultant identify projects that are attractive to private investors and meets the needs of the community in the renewable energy sector.

REFERENCE TEXT – *“Identify potential investors for renewable energy projects in the Territory.”*

14. Question:

- a. Are we to identify and describe an actual project, or provide areas of opportunity in the renewable energy space?

Response: Both.



Recommendation:

15. May we suggest that we not limit a potential investor by suggesting an actual project but inviting innovation and creativity by presenting opportunity areas and seeing what solutions a potential investor may offer.

Response: The RFP doesn't exclude projects provided by potential investors.

REFERENCE TEXT – *“Organize a virtual energy conference with 100 Energy Investors/Manufacturers.”*

16. Question:

- a. What is the proposed: timeline for this conference?

Response: There is no proposed timeline. USVIEDA is interested in receiving Proposer's recommendation on the timeline of the conference which is to be conducted within the six (6) month contract period.

- b. Is it the intent of the EDA to have this conference be concluded before the end of this six-month contract period?

Response: Yes.

- c. Is this virtual conference intended to be a paid event?

Response: Response pending. An additional addendum will be provided at a later date.

- d. How was the target of 100 energy investors/manufacturers established? Are these 100 unique firms/organizations?

Response: Question is irrelevant to the procurement process. Yes, these are to be unique firms/organizations.



- e. Does the EDA maintain a database of potential energy investors/manufacturers?

Response: Yes.

- f. Should the complete cost of delivering this conference be included in the cost proposal of this RFP?

Response: Yes.

REFERENCE TEXT – *“Develop a coordinated effort among the utility sector, government agencies, private businesses, non-profits, and USVI residents to grow the energy sector in the Territory.”*

17. Question:

This proposed contract has a limited term of 6 months. This time period allows for a sector analysis and related recommendations, and conference presentation. Follow-up and collaborative work are deeply important so as not to relegate this critical effort to just another study. The development and coordination of effort between and amongst all stakeholders is an ongoing effort.

- a. Is it the intent of this solicitation, that the successful bidder provides a plan for these elements or be involved and engaged in the post-conference efforts to ensure the success of the project’s objectives?

Response: Post-conference efforts are not anticipated to be the responsibility of the chosen bidder. However, strategy should include recommended activities that extend beyond six (6) months.

REFERENCE TEXT – *“Draft a commercial incentive rate to increase competitiveness for business attraction, creation, retention, and expansion.”*

18. Question:

- a. There are many known unknowns which will affect a meaningful rate discussion. Is the Authority asking respondents to provide a generic tariff or rate schedule which can be refined once an approach or technology is identified?



Response: Yes.

REFERENCE TEXT – *“Identify at least 100 high value energy sector investors outside of the U.S. Virgin Islands and secure meetings with twenty-five percent (25%) of the strongest leads.”*

19. Question:

- a. This item will extend beyond the six-month scope of this contract. Any follow-on meetings and investor outreach will happen after the conclusion of this contract and the associated deliverables. Does the Authority expect the successful respondent to participate in investor outreach or just provide a template for Authority personnel to implement?

Response: The deliverables stated in Section C2 of the RFP must be completed in within the six (6) month scope of the contract.

REFERENCE TEXT *“Design virtual site visit for investors in the energy sector inclusive of the following: Promotional videos as a marketing and informational tool to provide investors information about U.S. Virgin Islands renewable energy investment.”*

20. Questions:

- a. Does the Authority expect this energy investor site to be independent of the existing Authority’s web presence?

Response: A virtual site visit/tour uses web-based audio and visual connections to facilitate a face-to-face interaction with investors and to showcase USVI’s potential opportunities in the renewable energy sector, i.e. 360 photos, aerial videos, and pre-recorded interviews of stakeholders. The virtual site visit is anticipated to be placed on existing USVIEDA website(s).

- b. Will the successful bidder be responsible for security, maintenance and updating the site beyond the expiration of the six-month contract?

Response: No.



REFERENCE TEXT *“Provide a detailed renewable energy resource assessment.”*

21. Questions:

- a. Does the Authority expect this assessment to include technical analysis beyond what has been completed by NREL/VIWAPA and other existing energy assessments?

Response: The expectation is for a renewable energy resource assessment across the three (3) main islands to include an energy road map based on resource quality, topography, land use, and developer interest. The renewable energy resource assessment should identify a set of study areas capable of supporting high levels of clean energy development.

- b. Can micro-grids/Smart City initiatives be included in combination with renewable resources as they complement renewables and are emerging technologies in the industry?

Response: Yes.

REFERENCE TEXT *“ATTACHMENT A VIRGIN ISLANDS ECONOMIC DEVELOPMENT AUTHORITY ENERGY SECTOR ANALYSIS CONSULTANT BID SHEET (Page 1 of) The undersigned contractor proposes to furnish all labor, tools, materials, equipment, miscellaneous supplies and incur any other costs as may be required to perform the scopes of work, subject to all the conditions as set forth in the project scope of work.”*

Question:

The selected contractor is responsible for ALL costs associated with all deliverables, however the spreadsheet associated with attachment “A” only references costs associated with labor, travel, lodging and per diem. Where should the respondent record the other costs associated with the SOW and deliverables? For example, hard costs associated with the development and delivery of the conference/website/marketing materials.

Response: The bid sheet provided is a guide. Additional rows may be added to suffice.



REFERENCE TEXT “*Section Two of the Attachment “A” Spreadsheet, entitled “Ongoing Expenses” in its entirety.*”

22. Question:

- a. This section is requesting travel information in weekly increments. How do we account for travel and related expenses that is less than full weeks? Can you please explain the spreadsheet?

Response: It is recommended that travel be submitted in weekly increments as applicable.

