

Solar Marketplace Referral Services RFP – Q&A Responses

#	Question	Answer
1	Who is a non-residential customer in CPA's point of view? Industrial, Commercial, Institutional, Developers, multi-unit or all of the above?	Non-residential refers to any customers who are not in a domestic rate class.
2	What is the estimated time frame to service the 3 million residences plus the one million retail service account as mentioned?	<p>CPA currently provides retail electric generation service to all residential customers located within its service territory, which includes the unincorporated portions of Los Angeles and Ventura counties and 29 additional cities within the region. CPA is also currently serving all non-residential customers located in the unincorporated portion of Los Angeles County and in the cities of South Pasadena and Rolling Hills Estates. It will complete enrollment of all remaining non-residential customers throughout its service territory in May 2019 and plans to enroll all customers of Westlake Village (residential and non-residential) in June 2020.</p> <p>At full implementation, the thirty-two member jurisdictions within the Clean Power Alliance service territory will represent nearly 3 million residents and one million retail service accounts, making CPA the largest community choice aggregation program in California.</p>
3	How many of the 3 million residences are single family homes?	Based on available data, there are approximately 633,000 single family homes in our member communities. To clarify, at full implementation, CPA will serve 3 million residents with 1 million service accounts, not 3 million residences.
4	Are you envisioning a white label online solar marketplace or looking for a third party branded marketplace?	CPA is seeking a provider who has a well-established, branded solar referral service marketplace and may seek to establish a white label marketplace depending on bids received. CPA will amend the RFP to clarify.
5	Is pdf among the approved formats for the proposal?	Yes.
6	Does the RFP include all the requirements or is there more information that will be provided?	The services listed in the Statement of Work (Attachment A) include the requirements CPA believes, in its discretion, are necessary and beneficial for CPA's intended purpose. CPA expects bidders to meet some or all of the requirements. CPA reserves the right to amend the RFP. Any amendment will be provided to all bidders.

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7	What is the duration of the contract?	CPA anticipates the term of the contract to be for 1 year, with the potential of annual renewals if both parties are satisfied with the performance of the solar referral service for 3 years total. The Sample Contract will be updated to reflect this term.
8	What are the chances that it will go through another RFP after the agreement term is over? If it goes through another RFP, can we participate again in future RFPs again?	CPA does not anticipate issuing a second Solar Referral Service RFP after the one year contract term is complete or if the contract is renewed for 3 years total. If CPA were to issue another Solar Referral Service RFP, the process would be open to all interested bidders.
9	In the Statement of Work under Implementation and Administration of an Online Solar Marketplace Referral Service section, it states "Support CPA staff in the...". Would you please clarify what does support apply to? Is it only delivering the SOW?	In the Statement of Work, the task titled "support CPA staff" refers to the provider assisting CPA staff with the implementation and administration of the solar referral service platform.
10	Due to the significant cost and time required, our company does not currently have audited financial statements. Would non-audited financial statements would be acceptable for CPA?	Yes, CPA would accept non-audited financial statements. CPA will amend the RFP to clarify.
11	Is there a specific format for the transition plan?	CPA does not require a specific format for the transition plan. Bidders are welcome to use your own format but are encouraged to use a format that is straight-forward and easy to understand.
12	Would you please clarify who is the subcontractor? Do you mean sub-contractor in the construction side or subcontractor in the platform side?	In the Sample Contract, the reference to "subcontractor" relates to any subcontractor who may work on the solar referral service platform. Bidders should not identify any solar installation contractor as a subcontractor.
13	If written consent is necessary from CPA for subcontractors, how long does it take for a provider to receive the written consent? What is the process for receiving the written consent?	If a provider requires a subcontractor to perform work on the solar referral service platform, CPA will provide any written consent within 3 business days of receipt of the request unless CPA requests additional information in which case the 3 business days will begin on the day the provider transmits the additional information to CPA. If consent is given, the signed copy of written consent will be sent to provider via email (pdf) and through USPS mail, pursuant to Section 15 of the Sample Contract.
14	We are currently shaping a joint venture with another company in the solar industry to expand our business. Do you mind if we do a (possible) name change in the future, naming the joint venture during the submission process?	A name change mid-contract may cause confusion to our customers and may discourage them from considering solar. A bidder with a potential name change should identify this issue in its bid submission and must explain how the bidder will mitigate customer impacts within the context of a name change.

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15	What happens to the contract if the contractor become acquired or go public during the term of this agreement?	<p>A change to the provider may cause confusion to our customers and may discourage them from considering solar. A bidder should identify this issue in its bid submission and must explain how the bidder will mitigate customer impacts within the context of this change.</p> <p>An acquisition or public offering may impact the Sample Contract. If a change to the Sample Contract is necessary, a bidder should propose modifications and potential additions to the terms and conditions of the Sample Contract. Please see RFP, Attachment B, Section IV.</p>
16	Is this going to be an exclusive contract for the duration of the term? Or, each party can get into similar contracts with other organizations with similar requirements?	CPA will only contract with one solar referral service provider. The contract will not preclude the solar referral service provider from contracting with other parties for similar services.
17	Are the payment terms negotiable?	Bidders are required to submit a Cost Proposal. See RFP, Attachment B, Section V. CPA anticipates engaging in contract negotiations with the successful bidder. See RFP, Attachment A, Section II.
18	Attachment C, Sample Contract, page 1 references "the furnishing of data management services" under Recitals. Should we redline this in our response, or would you like to circulate an updated Sample Contract?	This is a Sample Contract. Please follow the directions in RFP, Attachment B, Section IV.
19	Attachment C, Sample Contract, page 2, section 3a – the last sentence reads "Contractor shall not invoice CPA nor will CPA owe payments to Contractor sooner than sixty (60) calendar days following the Meter Activation Date "Is this the correct text? If not, should we redline this in our response, or would you like to circulate an updated Sample Contract?	This is a Sample Contract. Please follow the directions in RFP, Attachment B, Section IV.
20	Attachment D includes a table for 3 references, but the text asks to list five (5) references. Can you please confirm the correct number?	Please include at least 3 references where the same or similar scope of services was provided.