

REQUEST FOR PROPOSAL

No. 20-002

Western Riverside County Energy Resiliency Plan

Release Date: September 1, 2020



Western Riverside Council of Governments 3390 University Avenue; Suite 200
Riverside, CA 92501
(951) 406-6700
www.wrcog.us

Table of Contents

1. INTRODUCTION2

2. SUBMISSIONS3

3. QUESTIONS AND ANSWERS REGARDING THIS RFP3

4. BUDGET PARAMETERS.....3

5. DUE DATES.....3

6. SCHEDULE OF EVENTS.....4

7. WRCOG RIGHTS.....4

8. ADDENDA5

9. NOTIFICATION OF RIGHT TO PROTEST CONTRACT AWARD5

10. CONFLICTS OF INTEREST6

11. CONTACTS6

12. TERMS AND CONDITIONS6

13. WRCOG STANDARD PROFESSIONAL SERVICES AGREEMENT6

14. EVALUATION CRITERIA7

15. PROPOSAL INFORMATION, ORGANIZATION, AND CONTENT.....7

16. SCOPE OF WORK.....9

Attachment A 16

1. INTRODUCTION

The Western Riverside Council of Governments (WRCOG) is releasing this Request for Proposal (RFP) No. 20-002 to solicit qualified firms interested in assisting WRCOG and its stakeholders with the development of an energy resiliency plan to support WRCOG's members in response to power interruptions resulting from events such as wildfires, extreme heat, or Public Safety Power Shutoffs (PSPS). This Western Riverside Energy Resiliency Plan (Plan) will provide information for future decision-making regarding implementation of available technologies and market drivers that surround resiliency projects such as local generation, microgrids, and energy storage systems.

WRCOG is a joint powers authority whose purpose is to unify Western Riverside County so that it can speak with a collective voice on important issues that affect its members. Representatives from eighteen (18) cities in Western Riverside County, the County of Riverside, Morongo Band of Mission Indians and the Eastern and Western Municipal Water Districts have seats on the WRCOG Executive Committee, the policy setting Board for the Agency. The Riverside County Superintendent of Schools is an ex-officio member of the Executive Committee. As a joint powers authority, WRCOG examines a range of regional matters critical to Western Riverside County's future. In April 2020, the Bay Area Council awarded WRCOG a grant to develop this Energy Resilience Plan as part of the California Resilience Challenge, a statewide initiative to assist communities with planning grants to increase their resilience against the effects of climate change.

Western Riverside County is known for its warm, dry Mediterranean climate. Eleven of WRCOG's member jurisdictions are located at the base of mountain areas, including the Santa Ana Mountains in the Cleveland National Forest (the site of one of our region's most devastating recent fires – the "Holy Fire"). Extreme heat days, wildfires, and flooding are all predicted to increase in the subregion. The ability of each jurisdiction to locally respond to climate-related disasters and events depends heavily on the dependability of energy and power.

In recent years, over three million California power customers were without power due to multiple public safety power shutoff (PSPS) events – massive preemptive power shutoffs that were initiated due to high winds and dry conditions that makes fire more likely to occur and spread in certain areas. PSPS's have been standard practice for many years, but not to such a significant degree or to such large areas of the state. In addition, climate-related challenges in our subregion will mean greater future demand for energy/air conditioning, and future growth in the region will add hundreds of thousands of customers to the energy grid in Southern California.

The proposed Western Riverside Energy Resiliency Plan will contribute to resilience in the region by developing a blueprint for energy resiliency technologies, projects, and applications for WRCOG's member jurisdictions. The Plan will identify critical infrastructure and loads in each member jurisdiction and identify projects and strategies to maintain power supply during power interruptions from environmental events or PSPS. Furthermore, this Plan will identify both short and long-term projects and strategies for each member jurisdiction, varying from local generation and energy storage (short term), to development of local power microgrids and energy-independent 'islands' across the subregion (long term). The selected firm(s) should expect to actively engage with WRCOG's member agencies and stakeholders such as Western Community Energy (WCE), University of California Riverside's (UCR) Center for Environmental Research and Technology (CE-CERT) and local utilities, to name a few. Outreach and engagement will occur throughout the subregional Energy Resiliency Plan process and will be critical to help ensure success.

For more information about WRCOG please visit the website at www.wrcog.us.

For more information about the California Resilience Challenge please visit <https://resilientcal.org/>

2. SUBMISSIONS

All bid proposals must be submitted electronically. Proposals must be received by the deadline listed in this RFP and submitted to:

Name	Western Riverside Council of Governments
Address	3390 University Avenue, Suite 200; Riverside, CA 92501
Attn:	Casey Dailey, Director of Environmental & Energy Programs
Email	cdailey@wrcog.us

Proposals shall include a Table of Contents listing all items included in the proposal. See Section 15 for proposal information, organization, and content guidance. It shall be the responsibility of the Proposer to submit the proposal and all other required items specified in this RFP by or before **5:00 p.m.** Pacific Standard Time (PST) on **October 7, 2020**. WRCOG will not accept any proposal received after the proposal submission time and date.

3. QUESTIONS AND ANSWERS REGARDING THIS RFP

Questions can be directed to the attention of:

Name	Casey Dailey, Director of Energy & Environmental Programs
Address	3390 University Avenue, Suite 200; Riverside, CA 92501
Email	cdailey@wrcog.us

It shall be the responsibility of the Proposer to submit any questions regarding this RFP by or before **5:00 p.m.** Pacific Standard Time (PST) on **September 15, 2020**. WRCOG will not accept any questions received after the proposal submission time and date. Answers to questions will, at minimum, be posted on WRCOG's website at www.wrcog.us no later than **September 23, 2020**.

4. BUDGET PARAMETERS

Proposed budgets must provide complete cost itemizations by project, task, and deliverable. The proposal is for a 2-year professional services contract, as such the Project must be completed by December 31, 2022. Proposals may be submitted by a single firm, or jointly by multiple firms/ organizations with a clearly identified lead agency.

Budget: Not to exceed \$140,000

5. DUE DATES

All proposals are due by **5:00 p.m.** PST on **October 7, 2020**. Any proposal received after the required time and date specified for receipt shall be considered late, and will not be evaluated for award.

6. SCHEDULE OF EVENTS

Event	Date
1. RFP Distribution	September 1, 2020
2. Questions from Vendors about scope or approach due	September 15, 2020
3. Responses to questions posted on website	September 23, 2020
4. Proposal Due Date	October 7, 2020
5. Review of proposals	October 8, 2020 – October 14, 2020
6. Potential Interviews	October 14, 2020 – October 21, 2020
7. Anticipated decision and selection of Vendor(s)	Week of November 2, 2020
8. Anticipated commencement date of work	December 2020

7. WRCOG RIGHTS

Award of the contract resulting from this RFP will be based upon the most responsive proposal whose offer will be the most advantageous to WRCOG in terms of cost, functionality, effectiveness in meeting goals and objectives, and other factors as specified elsewhere in this RFP.

A. WRCOG reserves the right to:

1. Disqualify any and all proposals that are not submitted in accordance with the required format described in this RFP
2. Reject any and all proposals submitted
3. Request additional information
4. Issue Addenda to this RFP
5. Award all or part of the work contemplated in this RFP
6. Remedy errors in the RFP
7. Cancel the entire RFP
8. Issue a subsequent RFP
9. Approve or reject the use of a particular subcontractor/supplier
10. Negotiate with any, all, or none of the Proposers. If WRCOG is unable to negotiate final contract Terms and Conditions that are acceptable to WRCOG, WRCOG reserves the right to award the contract to another Proposer
11. Accept other than the lowest priced proposal
12. Award a contract without interviews, discussions, or negotiations
13. Award a contract to one or more Proposer

B. All Proposers should be aware of the insurance requirements for Contract Award. The Certificate of Insurance must be provided by the successful Proposer prior to Contract Award. A contract

may not be awarded if insurance requirements are not met.

C. WRCOG does not reimburse for the cost of proposal preparation, even in the event of RFP cancellation.

D. Communication between the Proposer and any member of the proposal Review Committee during the selection process is prohibited, except when and in a manner expressly authorized in this RFP. Violation of this restriction is grounds for disqualification of the communicating Proposer's proposal.

E. Every proposal submitted is considered a firm offer that must be valid for a minimum of ninety (90) calendar days.

F. If applicable, WRCOG prefers that software developed under WRCOG's contract not incorporate proprietary and/or third party software components. This does not preclude the development of deliverables which interface with commonly-available off-the-shelf software. However, contractors must determine in advance whether WRCOG already has, or is willing to procure appropriate licenses for any proprietary and/or third party software that would be required. Proposer must also provide the impacts of any enhancements and upgrades. WRCOG will require delivery of documentation and source code for all electronic intellectual property developed under a WRCOG contract prior to releasing final payment to the contractor.

8. ADDENDA

WRCOG reserves the right to revise the RFP documents. Any WRCOG changes to the requirements will be made by written addenda to this RFP. Any written addenda issued pertaining to this RFP shall be incorporated into the terms and conditions of any contract resulting from this RFP. Addenda will be posted on the WRCOG website. It is the responsibility of the Proposers to check the WRCOG website to determine if any addenda have been issued. WRCOG will not be bound to any modifications to or deviations from the requirements set forth in this RFP as the result of oral instructions. Proposer shall acknowledge receipt of addenda in their proposal. Failure to acknowledge receipt of all addenda may cause the proposal to be deemed non-responsive to this RFP and be rejected without further evaluation.

9. NOTIFICATION OF RIGHT TO PROTEST CONTRACT AWARD

Proposer has the right to protest the contract award. A written protest must be filed with WRCOG's Director of Energy & Environmental Programs within five (5) working days after posting of award decision. WRCOG will not accept any verbal protests. The protest must be a detailed, written statement of the protest grounds and reference the RFP number and name of the designated Contracts Administrator. Grounds for a protest are that WRCOG failed to follow the selection procedures and adhere to requirements specified in this RFP or any addenda or amendments; there has been a violation of conflict of interest as provided by California Government Code section 87100 et seq.; or violation of State or Federal law. WRCOG will only consider those specific issues addressed in the written protest. The protest must be submitted to via 1) certified mail and 2) either fax or e-mail using the contact information provided below.

Name	Casey Dailey, Director of Energy & Environmental Programs
Address	3390 University Avenue, Suite 200; Riverside, CA 92501
Email	cdailey@wrcog.us

A written response from WRCOG will be directed to the protesting Proposer within fourteen (14) calendar days of receipt of the protest, advising of the decision with regard to the protest and the basis of the decision.

10. CONFLICTS OF INTEREST

All Proposers responding to this RFP must avoid organizational conflicts of interest which would restrict full and open competition in this procurement. An organizational conflict of interest means that due to other activities, relationships, or contracts, a Proposer is unable, or potentially unable, to render impartial assistance or advice to WRCOG; a Proposer's objectivity in performing the work identified in the Scope of Work is or might be otherwise impaired; or a Proposer has an unfair competitive advantage.

11. CONTACTS

Any questions concerning technical specifications or Scope of Work requirements must be submitted in writing by **September 15, 2020** and directed to:

Name	Casey Dailey, Director of Energy & Environmental Programs
Address	3390 University Avenue, Suite 200; Riverside, CA 92501
Email	cdailey@wrcog.us

Answers to questions will, at minimum, be posted on WRCOG's website at www.wrcog.us no later than **September 23, 2020**.

12. TERMS AND CONDITIONS

Any Proposer submitting shall state their willingness to agree to the following terms and conditions:

- A. The awardee must be fully committed to the mission of WRCOG and its member agencies, and stakeholders.
- B. Termination - A termination agreement is to be negotiated between the parties that includes provisions on termination for cause and termination for convenience.
- C. Oral Presentations - Any Proposer who submits a proposal in response to this RFP must be willing to make oral / virtual presentations related to contract-related activities at the request of the WRCOG Executive Committee or Management.
- D. Compensation - The total value of this contract is one hundred and forty thousand dollars (\$140,000.00). The schedule of compensation will be mutually negotiated. The compensation plan will include payment based upon an assessment of the Proposer's attainment of specific, measurable outcomes or "performance benchmarks," which will be mutually developed between WRCOG and the selected Proposer.

13. WRCOG STANDARD PROFESSIONAL SERVICES AGREEMENT

The successful Proposer will be required to sign WRCOG's Standard Professional Services Agreement in order to receive the contract award. Proposer must identify in their proposal any concerns or objections they would have with any of the agreement's terms and conditions if selected for contract award. Proposer shall propose alternative language for consideration in their proposal. If WRCOG is

unable to negotiate final contract Terms and Conditions that are acceptable to WRCOG, WRCOG reserves the right to award the contract to another Proposer. The agreement may be viewed on WRCOG's website at <http://www.wrcog.cog.ca.us/DocumentCenter/View/334/WRCOG-Professional-Services-Agreement-PDF?bidId>

14. EVALUATION CRITERIA

Any award to be made pursuant to this RFP will be based upon the proposal with appropriate consideration given to operational, technical, cost, and management requirements, and following the Scoring Criteria (Attachment A). Evaluation of offers will be based upon each Proposer's responsiveness to the RFP and the total price quoted for all items covered by the RFP. Only proposals scoring 80 points or higher will move to the presentation phase.

The following elements will be the primary considerations in evaluating all submitted proposals and in the selection of a Proposer:

- Completion of all required responses in the correct format.
- The extent to which Proposer's proposed solution fulfills the stated requirements of WRCOG as set forth in this RFP.
- An assessment of the Proposer's ability to deliver the indicated services in accordance with the specifications set out in this RFP.
- The Proposer's stability, experience, and record of past performance in delivering services of similar projects.
- Availability of sufficient high-quality personnel with the required skills and experience for the specific approach proposed.
- Overall cost of Proposer's proposal.

WRCOG may, at its discretion, and without explanation to prospective Proposer, at any time, choose to discontinue this RFP without obligation to such prospective Proposer.

15. PROPOSAL INFORMATION, ORGANIZATION, AND CONTENT

Proposer's proposal in response to this RFP will be incorporated into a final agreement between WRCOG and the selected Proposer. All proposals shall contain, at a minimum, the following information:

1. Cover Letter

The cover letter should be brief (two pages maximum), and provide a short synopsis of the Proposer's approach to completing tasks and delivering project final products. In order to address the needs of this procurement, WRCOG encourages Proposer's to work cooperatively in presenting integrated solutions. Proposer's team arrangements may be desirable in that they will enable the companies involved to complement each other's unique capabilities, while offering the best combination of performance, cost, and delivery for financial assistance being provided under this RFP. WRCOG will recognize the integrity and validity of Proposer's team arrangements provided that:

- The arrangements are clearly identified and relationships are fully disclosed; **and**
- A primary (lead) Proposer is designated who will be fully responsible for all contract performance; and
- The signature or electronic signature of the individual authorized/obligated to commit the Proposer to this project is included.

2. Title Page

The following must be provided on the title page:

- RFP number
- Title of the project
- Name and address of proposing firms and/or individuals
- Phone/Fax of Proposer
- Primary contact person
- Email address and phone number of the primary contact person

3. Table of Contents

This section should include a clear identification of the materials by section and page numbers.

4. Proposer's Capabilities

All proposals must provide a comprehensive description of the Proposer's capabilities including the following:

- Demonstrate experience with planning and designing energy resiliency plans and strategies that meet IOU and other regulatory requirement and / or guidance
- Demonstrates experience with energy efficiency data analysis / market support.
- Demonstrates experience with local and distributed energy generation and storage projects, as well as demand and load management.
- Demonstrates experience with overall system and microgrid analysis in regards to existing and/or new planned facilities.
- Demonstrate experience with familiarity on applicable legislation and coordination with IOU's and other regulatory agencies
- Demonstrate experience in projecting energy savings & cost-effective analysis
- Demonstrates direct experience within and understand the California Public Utilities Commission (CPUC) regulatory process. Including relevant legislation and regulations applicable to onsite and offsite generation, battery storage systems, microgrids and IOUs.
- Demonstrates experience with energy efficiency program development and implementation.
- Demonstrates experience with responding to questions from CPUC (Energy Division), IOU, and any other energy organizations.
- Demonstrates experience working with local governments and understanding the needs of the region (costs barriers, hard to reach / disadvantaged communities, environmental justice, and pending regulatory legislation).
- Demonstrate experience with California Environmental Quality Act (CEQA) and City planning / zoning ordinances.

5. Scope of Work

Please refer to Section 16 (Scope of Work) for detailed response requirements. Proposer is encouraged to propose enhancements or procedural or technical innovations to the Scope of Work that do not materially deviate from the objectives or required content of the project.

Proposer shall:

- Provide a narrative, which addresses the Scope of Work, and shows understanding of the needs and requirements of WRCOG.
- Describe the approach to completing the tasks specified in the Scope of Work. The work plan shall be of such detail to demonstrate the Proposers ability to accomplish the project

objectives.

- Sequentially outline the activities that would be undertaken in completing the tasks and specify who would perform them.
- Furnish a project schedule for completing the tasks in terms of elapsed weeks from the project commencement date.
- Identify methods that Proposer will use to ensure quality control as well as budget and schedule control for the project.
- Identify any special issues, problems or risks that are likely to be encountered in this project and how the Proposer would propose to address them.

6. Schedule

Please include a detailed schedule which lists milestones and estimated completion dates of each of the tasks and sub-tasks listed in Section 16.

7. Detailed and Itemized Pricing

Please include a fee itemization for tasks identified in Section 16 and any estimates of travel expenses. Include all costs that may be relevant to the project.

8. Appendix A: References

Please provide three (3) references, including names and contact information, for which you have performed similar work. References should not include any WRCOG staff or WRCOG Committee Members.

9. Appendix B: Project Team Staffing

Please include biographies and relevant experience of key staff and management personnel who would be assigned to the project. Please describe coverage levels of employees who would be assigned to this project. Affirm that no employees working on the engagement have ever been convicted of a felony.

10. Appendix C: Company Overview

Please provide the following for your company:

- Official registered name (Corporate, D.B.A., Partnership, etc.), Dun & Bradstreet Number, Primary and secondary Standard Industrial Classification (SIC) numbers, address, main telephone number, toll-free number(s), and fax number(s).
- Primary key contact name, title, address (if different from above address), direct telephone and fax number(s).
- Person authorized to contractually bind the organization for any proposal against this RFP.
- Brief history, including year established and relevant experience with RENs (including Business Plan / Implementation Plan support, and coordination with CPUC, CAEECC, etc.)

16. SCOPE OF WORK

Intent: As noted in the introduction, Western Riverside Council of Governments (WRCOG) are soliciting firms to assist with the development and implementation of an Energy Resiliency Plan. The consultant's task is to provide energy resiliency recommendations with regards to specific projects or solutions that member jurisdictions could implement. This will also include key performance metrics such as capital

costs, payback, greenhouse gas reduction, operating costs savings as well as potential funding pathways. This will help staff and decision makers identify the most cost-effective path forward towards their objectives.

Task List

Task 1.0 Literature Review and Explore Regional Hazards:

This task will identify regional instabilities resulting from wildfires, drought, extreme heat, and power interruptions. This task will also include a literature review of existing efforts and plans such as, but not limited to *CAPTivate* and *Resilient IE*, the City of Berkeley’s Energy Assurance Transformation (BEAT) Project Report, and other policies, programs and initiatives related to climate action planning and energy resilience at the local, regional, and state levels; review of existing data; and review of existing case studies and pilot projects related to microgrids, energy storage systems, and other energy resiliency projects.

Task	Deliverable
1.0	Develop database and bibliography with items such as table of contents, identifying titles and source information for all items reviewed, and a high-level description of covered topics.

Task 2 Goals and Objectives

The Consultant and Project Team will develop a set of goals and objectives to frame the vision for the subregion regarding energy resiliency and climate-related events resulting in power disruptions, and will correlate with all short and long-term strategies proposed to build overall resiliency to power disruptions. The goals and objectives will be based on member jurisdictions’ needs and stakeholder input, public outreach meetings such as WRCOG’s various committees, the literature review, and vulnerability assessment. The Consultant and Project Team will develop the goals and objectives during the project kickoff phase and will revisit this task throughout the Plan development following project milestones.

Task	Deliverable
2	Detailed List of Goals and Objectives

Task 3 Public Outreach and Engagement

The Plan will include a public engagement plan in which the selected firms are expected to actively engage with the Project Team and WRCOG’s member jurisdictions and stakeholders. Outreach and engagement will occur throughout the development of the Plan. Through this process, the Project Team (Consultant Team, WRCOG Staff, and CE-CERT) will educate jurisdictional staff, officials, and community members in participating communities about the Energy Resiliency Plan and will solicit feedback and comments regarding member jurisdiction needs, and key components such as short and long-term project ideas. The Project Team will determine a specific outreach and engagement strategy once the Consultant Team is chosen, but at this time the proposed approach contains the following:

Task 3.1 Stakeholder Collaboration

The Consultant Team will work with WRCOG Staff to develop a plan for stakeholder engagement that fully integrates relevant public agency departments, WCE, UCR CE-CERT, Southern California Edison (SCE), local utilities and various community and regional stakeholder groups into the Energy Resiliency Plan. The following tools are examples of approaches to facilitate public involvement in the process, but shall be adjusted at the project kick-off meeting:

Stakeholder and Community Database: The Project team will identify organizations and

persons to invite and engage in the planned activities and create a stakeholder database. The database shall be updated as needed throughout the work program.

Media Contact Plan: The Project Team will develop a plan that addresses dissemination of materials through various media, including social media.

Project Identity and Messaging Materials: The Project Team will identify and utilize a “brand” for the Plan, and will use this brand for all public information materials

Education Materials: The Project Team will produce informational materials that will keep the public educated about the benefits of the project and the ideas and strategies being considered. Materials may include: Fact Sheets, e-newsletters, announcements, workshop materials, and other educational content to post on the WRCOG website.

Task 3.2 Online Engagement with Community Members

All tools, processes, reports, presentations, models, and research will be made available to others through the WRCOG website, at the discretion of WRCOG. Availability of materials and background data will be promoted through a variety of sources including: e-newsletters (WRCOG eCommunicator and WRCOG Briefing), regularly scheduled standard mail newsletters (WRCOG Clean Cities and Economic Outlook Quarterly Newsletters), WRCOG Facebook, Twitter, and YouTube Channel postings; partner websites and newsletters; and announcements during partner, stakeholder and public outreach meetings. The Project Team will also prepare topics, surveys, and prioritization exercises for uploading to WRCOG’s *CAPtivate Western Riverside County* online community engagement platform.

Task 3.3 WRCOG Planning Directors/Public Works Directors Committee Meetings

WRCOG’s Planning Directors Committee (PDC) and Public Works Directors Committee (PWC), whose membership is comprised of planning and public works directors from each of WRCOG’s 19 member jurisdictions, will serve as the Steering Committee for the Western Riverside Energy Resiliency Plan project. The Project Team may lead presentations at up to ten (10) PDC and PWC meetings and synchronize each meeting to coincide with work products and processes in progress. Other Plan advisors/stakeholders (WCE and CE-CERT) will continue to participate in these meetings as their primary interface with the project, although additional one-on-one meetings or presentations may be used to supplement the PDC and PWC activities.

Task	Deliverable
3.1	Stakeholder and Community Database Report; Media Contact Plan; Project Identify Materials sample; educational materials sample.
3.2	Develop topics, surveys, and prioritizations exercises for WRCOG’s online interactive community engagement platform.
3.3	Up to ten virtual (10) PDC and PWC meetings; Additional coordination with other Plan advisors and stakeholders; PDC/PWC item agendas, materials, and meeting summaries as needed (draft and final, electronic and/or physical

Task 4.0 Vulnerability Assessment

The Consultant and WRCOG Staff will assess the subregion's vulnerability to climate change impacts and correlated impacts from PSPS or loss of power during climate-related events. Information from the *CAPtivate* and *Resilient IE* Vulnerability Assessments can be leveraged to assess the region with regards to PSPS with regards to PSPS or power supply interruptions. The Vulnerability Assessment will include the following considerations:

- **Determine Regional Exposure:** Identify top climate change impacts to the subregion and individual WRCOG jurisdictions.
- **Identify Regional Sensitivities and Assets:** Identify communities, people, operations, economies, and their assets with member jurisdiction and stakeholder input which will be impacted by the exposure to climate-related events and/or resulting power shutoffs. This task will also include identifying critical energy loads at the identified assets by coordinating with the member jurisdictions, Southern California Edison, municipal utilities, and Western Community Energy. Such assets may include but not be limited to:
 - o Municipal facilities
 - o Emergency Operations Center
 - o Critical public infrastructure as identified by member jurisdictions and stakeholders
 - o Public Safety facilities such as fire stations, hospitals, and law enforcement facilities.
- **Potential Impacts:** The Consultant Team and WRCOG Staff will identify critical thresholds and assess the potential impacts of climate change-related events and resulting PSPS by developing general descriptive scenarios for each asset as identified by the member jurisdictions and stakeholders. Each description should include analyses such as the following for each identified point of sensitivity:
 - o a. The temporal extent of the impact
 - o b. The spatial extent of the impact
 - o c. The permanence of the impact
 - o d. The level of disruption to normal community function
- **Adaptive Capacity:** The Consultant and Staff will assess the ability for member jurisdictions and their identified assets to withstand climate change, climate-related events and disasters, and resulting power supply interruptions locally and subregionally. The Project Team comprised of member jurisdictions and other stakeholders, should make these determinations. High adaptive capacity indicates that measures are already in place to address projected changes, where a low rating indicates a community is unprepared. For each policy or program that addresses a potential impact, the following tasks should be undertaken:
 - o Identify actions in progress, planned, or readily implemented to address the issue.
 - o If the policy or program is not yet implemented, evaluate the time and resources needed for implementation.
 - o Assess the extent to which the existing policy or program addresses potential impacts (“is it enough?”).
 - o Note the degree to which the existing policy or program could be strengthened.
- **Risk and Onset:** The Consultant and Staff will assess the probability and timing of identified threats. Risk is the likelihood or probability that a certain magnitude/extent/scale of potential impact will occur. This is an assessment that combines the estimated certainty of the science projecting the climate change impact and the certainty of the sector sensitivity. In general, impacts with higher probability should be ranked at a higher priority for community action. In general, impacts with a quicker onset should be ranked at a higher priority for community action.

Like factors in other assessment steps, timeframe cannot be precisely estimated.

Task 5 Adaption Strategy

The Consultant Team, with input from Project Team Staff, WRCOG member agency input and community input, PDC/PWC meetings, and stakeholder feedback will develop an Adaption Strategy Report, which will include jurisdiction-level short- and long-term strategies to build energy resiliency in the subregion. This will include the following:

- Prioritize Adaptive Needs: The Consultant and Staff will identify which impacts/threats require action to ensure resiliency and prioritize needs according to severity and probability of impacts. This will include impacts from climate-related events and power interruptions. The prioritization of adaptation needs combines three pieces of information from the vulnerability assessment: potential impact, adaptive capacity, and risk and onset. This process will also include consideration for resiliency infrastructure and other technologies or strategies that may already exist in any local jurisdiction or are planned by the local utilities.
- Identify Strategies: The Consultant team, Project Team Staff, and input from key stakeholders including UCR's CE-CERT and WCE, will research and develop a list of strategies to address identified climate-related impacts, threats, and resulting power interruptions. The Consultant team and Project Team will identify short- and long-term solutions for energy resilience in response to climate-related events and power interruptions with a focus on microgrids, local generation and energy storage. This will include the following considerations and tasks:
 - Identification of existing distributed energy resources (DER's) in the subregion, critical facilities with onsite generation, public and private local generation sites, etc.
 - Feasibility of distributed microgrids for maintaining operation of subregional critical infrastructure
 - Identify requirements for microgrid interconnectivity with grid at each critical load/facility, in each member city.
 - Feasibility of installing new distributed energy resources (DER's) or other infrastructure changes in the subregion and/or other considerations in response to local launch of Western Community Energy services and implementation of microgrids
 - Identify a coordinated operation of resiliency solutions to support necessary community services.
 - Identify the critical loads at each jurisdiction, and the length of time needed to be powered by back-up energy generation or storage.
 - Identify energy storage system/back-up generation requirements based on selected critical power loads (kW), energy requirements (kWh), and generation sources (DER's, centralized generation sites, local generation sites, etc.)
 - Siting for new DER or generations facilities.
 - Provide high overview concepts, drawings, or designs for each selected critical facility at each member jurisdiction.
- Evaluate and Prioritize: The Consultant and Staff, with input from key stakeholders, will evaluate needs and strategies and develop a list of priority projects for each jurisdiction. The Consultant and Staff will analyze the California Environmental Quality Act (CEQA) to determine its applications to the resiliency projects and strategies, as well as determine the appropriate steps for compliance.
- Phase and Implement: The Consultant and Staff, with input from key stakeholders, will identify a menu of options for implementation of and phasing of projects.

Task 6 Develop Financing Plan for Projects

The Consultant and Staff will develop a Financing/Business Plan for identified proposed projects with economic modeling and a menu of financing sources to feasibly support project implementation. The Team will consider multiple sources, including grant funding (FEMA/CalOES, CEC, EPIC, SGIP, Federal ITC, etc.), and working with local jurisdictions to capitalize on government incentives, developer financing, and third-party financing, public support/investment, bond proceeds, or issuance of new bonds. Additionally, projects identified as priorities in the Plan will be considered for WRCOG and WCE investments. This shall include, but not limited to:

- Rate analysis of local and distributed energy generation rates
- Local, State, and Federal grants and incentives
- Utility backed programs and deployment
- Private funding

Task 7 Develop Draft Western Riverside County Energy Resiliency Plan

The Consultant team and Staff will develop the draft Western Riverside County Energy Resiliency Plan, which will include deliverables developed during Task 2 through 6 such as community-driven goals and objectives; vulnerability assessment for each individual jurisdiction and the subregion; and an adaption strategy that will provide a list of jurisdiction-level short- and long-term projects to meet identified goals.

Task 7.1 Present Draft Plan for Feedback

Project Staff and the Consultant Team will present the draft Western Riverside County Energy Resiliency Plan to local and regional groups including WRCOG standing committees (elected officials, city managers, public works and planning directors), and WRCOG Executive Committee to collect feedback. The Consultant Team shall incorporate feedback to inform and finalize the Plan.

Task	Deliverable
4	Vulnerability Assessment Report to include: list of top climate-change impacts to critical facilities and/or infrastructure; list of identified sensitive communities, structure, operations, and economies; list of critical infrastructure and potential impacts, database of energy data; list of existing resiliency efforts; Risk and Onset Report.
5	Adaptation Strategy Report to include, but not limited to: list of prioritized needs; list of short- and long-term strategies, feasibility analyses of microgrid and DER in subregion; identified coordinated operation of energy; list of prioritized projects by jurisdiction; Phasing and Implementation Report. -Conceptual design package? -Stability and system integration study for selected resiliency applications
6	Financing Plan for Projects
7	Draft Plan and Presentations
7.1	Presentation slides; list of meeting(s) agenda and attendees; notes on feedback provided from stakeholders.

Task 8 Prepare Final Plan Western Riverside County Energy Resiliency Plan

The Consultant Team will develop the final Plan based on feedback received from Draft presentation.

Task 8.1 Presentation of Final Western Riverside County Energy Resiliency Plan to WRCOG Committees and CRC

Project Staff and the Consultant Team will present the final Western Riverside County Energy Resiliency Plan to local and regional groups including the WRCOG standing committees and WRCOG Executive Committee. WRCOG will also offer to present to each jurisdiction’s City Council and the County Board of Supervisors. The Bay Area Council will be invited to participate in these meetings. The Project Staff and Consultant will ensure ongoing coordination with local jurisdiction planning efforts.

Task	Deliverable
8	Final Western Riverside County Energy Resiliency Plan
8.1	Presentation slides; list of meeting(s) agenda and attendees

Attachment A

Western Riverside County Energy Resiliency Plan

Scoring Criteria

Proposals that meet the minimum responsiveness and responsibility requirements will be evaluated according to the following criteria and associated weights. Sub-criteria are equally weighted. Only proposal scoring 80 points or higher will move forward to the presentation process.

1. TECHNICAL APPROACH 40%

Demonstrate knowledge of the scope of work and exhibit ability to identify and perform tasks and approaches that will efficiently meet WRCOG's needs regarding implementation and creation of an Energy Resiliency Plan.

- *Tasks & approach clearly described*
- *Creative/innovative approach*
- *Project intent has been met*

2. PROPOSER FIRMS 15%

Qualifications of project staff, particularly key personnel including Project Manager. Demonstrate competence with completing the projects of similar scopes of work.

- *Familiar with regional and local issues*
- *Experience with similar projects of the same size and scope*
- *Demonstrate competence in working with public and private entities*

3. PROJECT MANAGEMENT/TEAM STAFFING 20%

Overall, quality of logic of organization and staffing plan; appropriateness of labor distribution among the tasks; resources; and ability to meet project deadlines.

- *Qualifications of key individuals*
- *Time commitment of key individuals*
- *Demonstrate experience in each discipline proposed*

4. PROJECT COSTS 20%

Provided realistic costs for services to be performed with inclusion of fee itemization by Section 16's phases, tasks, and deliverables.

- *Realistic cost for services to be performed*
- *Inclusion of fee itemization by Scope of Work phases, tasks, and deliverables*

5. REFERENCES 5%

- *Similar projects completed on time and within budget*