



REQUEST FOR PROPOSAL

For

East Bay Community Energy Authority

**Energy Storage Optimization and Bidding Cloud Software or Scheduling
Coordinator Services**

RESPONSE DUE

by

5:00pm

on

August 22, 2022

For complete information regarding this project, see RFP posted at ebce.org or contact the EBCE representative listed below.

Thank you for your interest!

**Chris Eshleman | Senior Manager of Power Resources, EBCE
(510) 309-1580
ceshleman@ebce.org**

**EAST BAY COMMUNITY ENERGY
REQUEST FOR PROPOSAL
SPECIFICATIONS, TERMS & CONDITIONS
for
East Bay Community Energy Authority:
Energy Storage Optimization and Bidding Cloud Software or Scheduling
Coordinator Services**

Table of Contents

STATEMENT OF WORK	1
BACKGROUND	2
TERM OF AGREEMENT	2
STATEMENT OF REQUIREMENTS	2
PROPOSED CALENDAR OF EVENTS	5
PROCEDURES, TERMS, AND CONDITIONS	5
GENERAL	5
EVALUATION CRITERIA	8
INSTRUCTIONS TO BIDDERS	10
EBCE CONTACT	10
SUBMITTAL OF PROPOSALS	11
RESPONSE FORMAT	12
REQUIRED DOCUMENTATION AND SUBMITTALS	13
Attachment A: Required Response Information	15
Attachment B: Consultant Services Agreement	17

STATEMENT OF WORK

East Bay Community Energy is seeking proposals to procure and implement a cloud software solution to support energy storage optimization and bidding OR procure scheduling coordinator services to manage energy storage assets. Qualified firms, contractors, software vendors or entities, that meet the requirements outlined in this Request for Proposals (hereinafter “RFP”), and can provide the services requested, are encouraged to participate. The successful solution will cover the technical areas below, but are not limited to:

For Scheduling Coordinator Solutions:

- Energy Storage and Solar + Storage Co-Optimization for Energy and Ancillary Services
- Energy Storage and Solar + Storage Bidding
- Actual and Forecasted P&L Output and Reporting
- Management of State of Charge (SOC)

For Cloud Software Solutions:

- Energy Storage and Solar + Storage Co-Optimization for Energy and Ancillary Services
- Energy Storage and Solar + Storage Bidding
- Actual and Forecasted P&L Output and Reporting
- Management of State of Charge (SOC)
- Probabilistically Forecasted Day-Ahead, Real-Time, and Ancillary Service Prices
- Browser and Cloud-Based Online Platform
- Automated Data Pushing and Harvesting via API to/from CAISO SIBR, CMRI, and OMS

The projects to which this software and/or scheduling coordinator services are being procured for are in the table below. These projects may be split amongst one or more respondent(s) depending on the responses received and the applicable nature of services offered.

Resource No.	Resource Type	Expected COD	Battery Size	Solar Size	Pair Type
1	Toll Storage	12/28/22	47MW/188MWh	-	-
2	RPS + Storage	3/31/23	30MW/120MWh	100MW	Co-Located
3	RPS + Storage	7/30/23	12.5MW/50MWh	50MW	Co-Located
4	Toll Storage	6/1/24	50MW/200MWh	-	-

BACKGROUND

EBCE is a not-for-profit public agency that operates a Community Choice Energy program for Alameda County and fifteen incorporated cities, serving more than 550,000 residential and commercial customers throughout the county. EBCE initiated service in June 2018 and is one of 19 community choice aggregation (CCA) programs operating in California. CCAs are expediting the climate action goals of their communities and those of California. EBCE is committed to providing clean power at competitive rates while reinvesting in our local communities. For more information about East Bay Community Energy, visit <https://ebce.org/>

TERM OF AGREEMENT

The initial term of the Agreement(s) will be for one (1) year. ECBE reserves the right to extend the agreement(s) for perpetually year after year for a duration of one year at a time.

STATEMENT OF REQUIREMENTS

1.1. The successful proposal submittal(s) must demonstrate that the Consultant has the appropriate professional and technical background as well as access to adequate resources to fulfill the stated scope of work.

1.2. Energy Storage and Solar + Storage Co-Optimization for Energy and Ancillaries

- Ability to optimize storage asset for energy
- Ability to optimize for regulation up, regulation down, and spinning reserve
- Ability to co-optimize across all available products including any new products
- Ability to generate energy and ancillary service opportunity cost bid curves
- Ability to accept solar curtailment price and utilize within storage optimization
- Ability to co-optimize and formulate storage-specific virtual bidding strategies

1.3. Energy Storage and Solar + Storage Bidding

- Ability to generate opportunity cost bids for energy
- Ability to generate opportunity cost bids for ancillary services
- Ability to generate bids for both Day-Ahead and Real-Time markets
- Ability to generate CAISO SIBR compliant and valid bids
- Ability to update bids every hour as actual operations materialize
- Ability to constrain bidding and scheduling to CAISO Must Offer Obligations (MOO)
- Ability to generate bids for energy for full Flexible (RA) capacity
- Ability to generate bids for ancillary services for full Flexible RA certified capacity
- Ability to bid or self-schedule for all RA capacity for all hours of month unit available

1.4. Management of State of Charge (SOC)

- Ability to ingest four-second SCADA data to accurately determine SOC
- Ability to forecast and learn to improve SOC calculations
- Ability to manage ancillary service usage uncertainty
- Ability to manage a limited number of daily and yearly cycles

1.5. Actual and Forecasted P&L Output and Reporting

- Ability to output via dashboard and CSV actual and forecasted P&L
- Ability to download raw underlying data via CSV export
- Ability to output via dashboard bids, schedules, and state of charge
- Ability to output via dashboard energy and a/s price forecasts including P-stats

Additional Requirements for Cloud Software License/Subscription Solutions:

1.6. Probabilistically Forecasted Day-Ahead, Real-Time, and Ancillary Service Prices

- Ability to forecast PNODE specific Day-Ahead and Real-Time energy prices
- Ability to forecast system-wide CAISO expanded ancillary service prices
- Ability to forecast the probability of Real-Time price spikes

1.7. Browser and Cloud-Based Online Platform

- Ability to access the platform via browser only, with no VPN or software required
- Ability to have multiple users across multiple agencies interacting with the platform
- Ability to interact with various aspects of risk appetite and strategy selection
- Ability to see and modify user inputs and static physical parameters of each resource
- Ability to schedule, view, and change outages that interface with CAISO OMS
- Ability to view and use in optimization CAISO ADS limitations and unit derates

1.8. Automated Data Pushing and Harvesting

- Ability to automatically push bid data to CAISO SIBR
- Ability to return bid validation status from CAISO SIBR
- Ability to automatically pull data from CAISO applications CMRI, and OMS
- Ability to automatically send bids and schedule via CSV to scheduling coordinator
- Ability to pull actuals, forecasts, and bids via API to EBCE

1.9. Integration With EBCE and NCPA Data Systems

- Integration will occur between both EBCE internal systems and Northern California Power Agency (NCPA) systems. Telemetry data will be brought in from the resource directly to NCPA's internal Survalent SCADA system with the ability to push/pull via API. Telemetry data will be catalogued at a 4 second basis. Battery manufactures and integrations systems are unknown at this time and the platform should be able to be agnostic with respect to integration.

1.10. Identity Management

- Provider must have its own identity management system to control access to information and computing resources. Please provide details of these controls.

1.11. Physical and Personnel Security

- Provider must ensure that physical machines are adequately secure and that access to these machines as well as all relevant customer data is not only restricted, but that access is documented. Please provide details of these controls.

1.12. Application Security

- The provider must ensure that applications available as a service via the cloud are secure by implementing testing and acceptance procedures for outsourced or packaged application code. It also requires application security measures are in place in the production environment. Please provide details of these controls.

1.13. Data Storage & Protection

- All EBCE data must reside in the continental U.S.
- Provide all locations of where EBCE data will be stored (geographical locations) to include hot sites in case the system failure.
- List the type of encryption used to secure the data
- Detail how the data is protected against leaks
- Provide a list of vendor employees and third parties that can access EBCE data
- Provide a copy of the procedure for regulating access to the data
- Provide a list of formats that the data can be stored and converted
- Provide Data backup schedules
- Provide the method by which EBCE data will be sanitized from your storage when the contract is terminated, to include backup copies

1.14. Data Availability

- The provider must assure EBCE that they will have regular and predictable access to their data and applications. The vendor will have a method of providing continued operations for EBCE if the vendor's operations are suddenly shut down. Additionally, the provider must have a method to return all data to EBCE if the provider goes out of business or is shut down. Please provide details of these controls.

1.15. Business Continuity and Data Recovery

- The provider must have business continuity and data recovery plans in place to ensure that service can be maintained in case of a disaster, or an emergency and that any data loss will be recovered. These plans must be provided to EBCE.

CONSULTANT SERVICES

- EBCE intends to award one Consulting Services Agreement based upon the highest-ranked score for each technical area described in Section 4. The selected consultants shall comprise a shortlist of available consultants.

PROPOSED CALENDAR OF EVENTS

Action	Date
1. Issuance of RFP	August 1 st , 2022
2. Deadline for questions/clarifications	August 10 th , 2022
3. Question Responses posted Online	August 16 th , 2022
4. Deadline to submit proposals	August 22 nd , 2022 via Email
5. Proposal Evaluation	August-September 2022
6. Finalist selection/interviews	September 2022
7. Final Negotiations and/or Best and Final Offer	September-October 2022
8. Award of Contract by Board of Directors	October 2022

PROCEDURES, TERMS, AND CONDITIONS

GENERAL

Incurring Cost

This RFP does not commit EBCE to award or pay any cost incurred in the submission of the proposal, or in making necessary studies or designs for the preparation thereof, nor procure or contract for services or supplies. Further, no reimbursable cost may be incurred in anticipation of a contract award.

Claims Against EBCE

Neither your organization nor any of your representatives will have any claims whatsoever against EBCE or any of its respective officials, agents, or employees arising out of or relating to this RFP or these RFP procedures, except as set forth in the terms of a definitive agreement between EBCE and your organization.

Guarantee of Proposal

Responses to this RFP, including proposal prices, will be considered firm and irrevocable for one hundred eighty (180) days after the due date for receipt of proposals.

Basis for Proposal

Only information supplied by EBCE in writing by the Contact in connection with this RFP should be used as the basis for the preparation of Consultant(s)'s proposal.

Form of Proposals

Proposals must be submitted electronically by e-mail to ceshleman@ebce.org.

Amended Proposals

Bidders may submit amended proposals before the Deadline to Submit Proposals. Such amended proposals must be complete replacements for previously submitted proposals and must be clearly identified in a written format. The Contact will not merge, collate, or assemble proposal materials.

Withdrawal of Proposal

Bidders may withdraw their proposals at any time prior to the Deadline to Submit Proposals. The Consultant(s) must submit a written withdrawal request signed by the Consultant(s)'s duly authorized representative addressed to and submitted to the Contact.

Late Responses

To be considered, proposals must be received electronically by email by August 22, 2022, at 5:00pm. No late responses will be considered.

California Public Records Act (CPRA)

All proposals become the property of EBCE, which is a public agency subject to the disclosure requirements of the California Public Records Act ("CPRA"). If Consultant(s) proprietary information is contained in documents submitted to EBCE, and Consultant(s) claims that such information falls within one or more CPRA exemptions, Consultant(s) must clearly mark such information "CONFIDENTIAL AND PROPRIETARY," and identify the specific lines containing the information. In the event of a request for such information, EBCE will make best efforts to provide notice to Consultant(s) prior to such disclosure. If Consultant(s) contends that any documents are exempt from the California

Public Records Act (CPRA) and wishes to prevent disclosure, it is required to obtain a protective order, injunctive relief, or other appropriate remedy from a court of law in Alameda County, before EBCE's deadline for responding to the CPRA request. If Consultant(s) fails to obtain such remedy within EBCE's deadline for responding to the CPRA request, EBCE may disclose the requested information.

Consultant(s) further agrees that it shall defend, indemnify, and hold EBCE or its agents, harmless against any claim, action, or litigation (including, but not limited to, all judgments, costs, fees, and attorney's fees) that may result from EBCE's assertion of an exemption or privilege as a basis for withholding any information marked confidential by the Consultant(s).

DO NOT MARK YOUR ENTIRE BID CONFIDENTIAL. ONLY MARK THOSE PAGES THAT YOU BELIEVE CONTAIN PROPRIETARY INFORMATION.

Confidentiality

All data and information obtained from or on behalf of EBCE by the Consultant(s) and its agents in this RFP process, including reports, recommendations, specifications, and data, shall be treated by the Consultant(s) and its agents as confidential. The Consultant(s) and its agents shall not disclose or communicate this information to a third party or use it in advertising, publicity, propaganda, or in another job or jobs, unless written consent is obtained from EBCE.

Generally, each proposal and all documentation, including financial information, submitted by a Consultant(s) to EBCE is confidential until a contract is awarded, when such documents become public record under State and local law, unless exempted under CPRA.

Electronic Mail Address

Most of the communication regarding this procurement will be conducted by electronic mail (e-mail). Potential Bidders agree to provide the Contact with a valid e-mail address to receive this communication.

EBCE Rights

EBCE and its Contact reserve the right to do any of the following at any time:

- a. Reject any or all proposal(s), without indicating any reason for such rejection;
- b. Waive or correct any minor or inadvertent defect, irregularity, or technical error in a proposal or the RFP process, or as part of any subsequent contract negotiation;
- c. Request that Bidders supplement or modify all or certain aspects of their proposals or other documents or materials submitted;

- d. Terminate the RFP, and at its option, issue a new RFP;
- e. Procure any equipment or services specified in this RFP by other means;
- f. Modify the selection process, the specifications or requirements for materials or services, or the contents or format of the proposals;
- g. Extend a deadline specified in this RFP, including deadlines for accepting proposals;
- h. Negotiate with any or none of the Bidders;
- i. Modify in the final agreement any terms and/or conditions described in this RFP;
- j. Terminate failed negotiations with any Consultant(s) without liability, and negotiate with other Consultant(s)(s);
- k. Disqualify any Consultant(s) on the basis of a real or apparent conflict of interest, or evidence of collusion that is disclosed by the proposal or other data available to EBCE;
- l. Eliminate, reject, or disqualify a proposal of any Consultant(s) who is not a responsible Consultant(s) or fails to submit a responsive offer as determined solely by EBCE or its representative; or
- m. Accept all or a portion of a Consultant(s)'s proposal.

Supplier Diversity

Pursuant to California Senate Bill 255, Community Choice Aggregators (CCAs) are required to report to the California Public Utilities Commission on their diverse suppliers, as defined by CPUC General Order 156. Consistent with the California Public Utilities Code and California Public Utilities Commission policy objectives, Bidders that execute a contract with EBCE will be required to complete a Supplier Diversity Questionnaire. EBCE will not consider race, sex, color, ethnicity, or national origin in procurement decisions; providing such information will not impact the selection process or good standing of executed contracts.

EBCE encourages all eligible parties to get certified with the CPUC as a women, minority, disabled veteran and/or LGBT owned business enterprise (WMDVLGBTBE).

For overview information on the CPUC Supplier Diversity Program, please visit the program homepage (<https://www.cpuc.ca.gov/supplierdiversity/>). For information on the certification process and requirements, please visit the Certifications page (<https://www.cpuc.ca.gov/Certifications/>).

EVALUATION CRITERIA

Evaluations will be based upon the information provided in the proposals and such other information requested by Contact or EBCE, or as deemed appropriate by EBCE. Proposals must provide clear, concise information and sufficient detail to

enable reviewers/evaluators to evaluate the responsiveness and quality of the proposals to all RFP requirements. Evaluators will also review the proposals for format to ensure conformance with the RFP requirements. Proposals that fail to meet RFP requirements could be rejected. The Contact or EBCE may waive minor irregularities in proposals if doing so would be in the best interest of EBCE. Evaluators may recommend discontinuing evaluation of any proposal that is considered not in compliance with the RFP requirements.

The review/evaluation team will select the proposal that offers the greatest value to EBCE based on an analysis of the following criteria:

Technical Evaluation Criteria		Points
1.	Experience and Qualifications <ul style="list-style-type: none"> ● Operational Tenure ● Operational Projects 	20%
2.	Solution Alignment to Business Needs <ul style="list-style-type: none"> ● Product/Service Alignment 	27.5%
3.	Methodology and Approach Used <ul style="list-style-type: none"> ● Optimization Approach ● Price Forecasting Approach ● Bid Formation Methodology 	10%
4.	References	10%
5.	Cost <ul style="list-style-type: none"> ● Software License/Subscription Cost ● Revenue Sharing Proposition 	10%
6.	EBCE Special Procurement Preferences <ul style="list-style-type: none"> ● Bidder Location - EBCE Service Area ● Bidder Location - Disadvantaged Community ● Union Labor ● Disabled-Veteran Owned Business 	5% 2.5% 2.5% 2.5%
	TOTAL	100%

In addition to these technical evaluation criteria, EBCE will also consider a set of Special Procurement Preferences, outlined in our Administrative Procurement Policy.

As reflected in the Evaluation Criteria, contract award will not be based solely on cost, but on a combination of factors as determined to be in the best interest of

EBCE. EBCE will not be bound to award the contract(s) based solely on the lowest bid submitted.

EBCE's form of a Consulting Services Agreement is attached as **Attachment B** and includes EBCE's current insurance requirements. Please note that these requirements are subject to change by EBCE prior to execution of a contract with a selected Bidder and may require annual updating during the term of a Consulting Services Agreement. Bidders are expected to note any exceptions to the Consulting Services Agreement in the Bidder's response and failure to do so may preclude consideration of any requested change at a later date.

After evaluating the proposals and discussing them further with the Finalists or the tentatively selected Consultant(s), EBCE reserves the right to further negotiate the proposed work and/or method and amount of compensation. EBCE further reserves the right to consider the changes made to the Consulting Services Agreement in its evaluation and selection.

INSTRUCTIONS TO BIDDERS

EBCE CONTACT

The evaluation phase of the competitive process will begin upon receipt of bids until a contract has been awarded. Bidders must not have any contact with EBCE personnel, nor should they lobby evaluators or any member of the staff or Board of Directors during the evaluation process. Any communications outside of the procedures set forth in this RFP may result in disqualification of bidder.

All questions regarding these specifications, terms and conditions are to be submitted in writing, via e-mail, by 5:00 p.m. PST on Monday, August 22, 2022, to:

Attn: Chris Eshleman, Senior Manager of Power Resources
East Bay Community Energy
E-Mail: ceshleman@ebce.org

The EBCE website will be the official notification posting place of all Requests for Interest, Proposals, Quotes and Addenda. Go to <http://www.ebce.org/solicitations> to view current opportunities.

SUBMITTAL OF PROPOSALS

All bids must be received at East Bay Community Energy by 5:00 p.m. on August 22, 2022. Bids will be received only at the addresses shown below any bid received after that time and date or at a place other than the stated address will not be considered and will be returned to the bidder unopened. **Electronic bids must be submitted in a non-alterable format such as a .pdf.**

1. Bidders **must** submit an electronic copy of their proposal via email to the following:
 - a. Chris Eshleman, Senior Manager of Power Resources - EBCE:
ceshleman@ebce.org
2. Bidders are responsible for all of their costs required for the preparation and submission of a bid.
3. Only one bid response will be accepted from any one person, partnership, corporation, or other entity; however, several alternatives may be included in one response. For purposes of this requirement, “partnership” means, and is limited to, a legal partnership formed under one or more of the provisions of the California or other state’s Corporations Code or an equivalent statute.
4. All other information regarding the bid responses will be held as confidential until the Review Committee has completed its evaluation, a recommended award has been made by the EBCE Board of Directors, and the contract has been fully negotiated.
5. California Government Code Section 4552: In submitting a bid to a public purchasing body, the bidder offers and agrees that if the bid is accepted, it will assign to the purchasing body all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Sec. 15) or under the Cartwright Act (Chapter 2, commencing with Section 16700, of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, materials, or services by the bidder for sale to the purchasing body pursuant to the bid. Such assignment shall be made and become effective at the time the purchasing body tenders final payment to the bidder.
6. Bidder expressly acknowledges that it is aware that if a false claim is knowingly submitted (as the terms “claim” and “knowingly” are defined in the California False Claims Act, Cal. Gov. Code, §12650 et seq.), EBCE will be entitled to civil remedies set forth in the California False Claim Act. It may also be considered fraud and the Consultant(s) may be subject to criminal prosecution.
7. The undersigned Bidder certifies that it is, at the time of bidding, and throughout the period of the contract, licensed by the State of California to do the type of work required under the terms of the Contract Documents. Bidder further certifies that it is regularly engaged in the general class and type of work called for in the Bid Documents.

8. It is understood that EBCE reserves the right to reject this bid and that the bid shall remain open to acceptance and is irrevocable for a period of one-hundred and eighty (180) days, unless otherwise specified in the Bid Documents.

RESPONSE FORMAT

1. Bid responses are to be straightforward, clear, concise and specific to the information requested.
2. **Objections for the form of Consulting Services Agreement:** Bidders must provide any and all specific objections to the Form Consulting Services Agreement in order for any changes to be considered. Stating an objection does not guarantee that EBCE will accept such changes.

REQUIRED DOCUMENTATION AND SUBMITTALS

All of the specific documentation listed below is required to be submitted in order for a bid to be deemed complete. Bidders shall submit all documentation, in the order listed below and clearly label each section with the appropriate title (i.e. Table of Contents, Letter of Transmittal, Key Personnel, etc.).

- 1. **Table of Contents:** Bid responses shall include a table of contents listing the individual sections of the proposal/quotation and their corresponding page numbers. Tabs should separate each of the individual sections.

- 2. **Letter of Transmittal:** Bid responses shall include a description of Bidder's capabilities and approach in providing its services to the EBCE and provide a brief synopsis of the highlights of the Proposal and overall benefits of the Proposal to the EBCE. This synopsis should not exceed three pages in length and should be easily understood.

- 3. **Key Personnel:** Bid responses shall identify the lead contact and include a complete list of all key personnel associated with the RFP. This list must include all key personnel, and a description of their qualifications, who will provide services/training to EBCE staff and all key personnel who will provide maintenance and support services. For each person on the list, the following information shall be included:
 - (a) The person's relationship with Bidder, including job title and years of employment with Bidder;
 - (b) The role that the person will play in connection with the RFP;
 - (c) Address, telephone, fax numbers, and e-mail address;
 - (d) Person's educational background; and
 - (e) Person's relevant experience, certifications, and/or merits.

- 4. **Supplemental Questionnaire:** Bidder shall include responses and supporting documentation for Attachment A: Required Response Information

- 5. **Costs:** Bidder shall include bid costs in the following manner (multiple cost structures accepted for each Resource No.):
 - a) Cloud Software Subscription and/or Revenue Share for Resource No. 1

- b) Cloud Software Subscription and/or Revenue Share for Battery Portion Only of Resource No. 2
 - c) Cloud Software Subscription and/or Revenue Share for Battery Portion Only of Resource No. 3
 - d) Cloud Software Subscription and/or Revenue Share for Battery Portion Only of Resource No. 4
 - e) Volume Discount (if any) for Multiple Projects
 - f) General Pricing Structure for Future Unknown Projects for Subscription and/or Revenue Share in \$/kW-mo Including any Multi-Project/Resource Discounts (for budgeting and future contracting considerations)
6. **Overview of the Organization:**
- a) Provide a brief description of your organization.
7. **References:**
- Bidders are to provide a list of current clients. References must be satisfactory as deemed solely by responsible EBCE staff. References should have similar scope, volume and requirements to those outlined in these specifications, terms and conditions.

References must include: company name, contact person (name and email), address, telephone number, date of services, and description of services provided. Bidders must verify the contact information for all references provided is current and valid.

Bidders are encouraged to notify all references that responsible EBCE staff may be contacting them to obtain a reference.

EBCE staff may contact some or all of the references provided in order to determine Bidder's performance record on work similar to that described in this request. EBCE staff reserves the right to contact references other than those provided in the Response and to use the information gained from them in the evaluation process.

Attachment A

Required Response Information

- A. Please provide an organizational description and qualifications including:
 - a. Bidders general size, resources and organizational structure with respect to the proposal.
 - b. Audited financial statements for the past three (3) years
 - c. Listing of key staff and credentials
 - d. Listing of three (3) similar engagements with reference information.
 - e. Ten (10) page maximum.

- B. Please provide the approach as response to this proposal including:
 - a. Presentation of well-conceived work plan
 - b. Show how the work plan will meet EBCE's objectives and schedule.
 - c. Suggestion of innovations, additional or modifications to the scope of this proposal including any additional value the Bidder can create to the scope of the proposal.
 - d. Six (6) page maximum.

- C. Please provide a schedule with key milestones or benchmarks along with required levels of EBCE staff time.
 - a. One (1) page maximum.

- D. Please provide cost estimates including:
 - a. Bidder fee structure
 - b. Direct expenses, if any
 - c. Details of cost by service for which the Bidder is responding to
 - d. Include costs for implementation and operations and maintenance post-implementation
 - e. Cost for any innovative components added to the scope of the proposal
 - f. Three (3) page max

- E. EBCE Procurement Preferences
 - a. Does your organization have an office located in EBCE's service territory or does at least 25% of your workforce reside in EBCE's service territory?
 - b. Will your organization use union labor or union contractors for these services if selected?
 - c. Is your organization registered as a Disabled Veteran Business Enterprise with the California Department of General Services?

- d. Is the office where work will primarily be conducted on behalf of EBCE for these services be located in a Disadvantaged Community as identified by the California Environmental Protection Agency's CalEnviroScreen Tool?

Attachment B
EBCE Consulting Services Agreement

See included PDF “EBCE - Consulting Services Agreement”