

Frequently Asked Questions for STA23003-PSCCONSULT

1. The RFP mentions assistance in FERC proceedings. However, the Tasks don't identify assistance in FERC proceedings. Please clarify.

ANSWER: FERC proceedings could fall under "Task 2: General utility filings, including rate change requests" if the proceeding involves a rate change, or could fall under "Task 7: General Utility Questions" if proceeding does not fall into one of the categories specifically identified in other tasks.

2. The RFP does not identify the cases for which assistance will be provided but asks for the amount of our bid (page 4). Cases could be electric, gas, water, wastewater, or FERC. The amount of our bid will depend on the type of case and the number of cases. How should this be addressed in our response to the RFP?

ANSWER: The response should include the rate at which services will be billed. If possible, an estimate of how many hours are expected to be devoted per task should be included. Previous rate cases can be used as a guide to estimate what is typically involved and can be found at <https://delafile.delaware.gov> by searching docket numbers:

Electric: 20-0149 and 22-0897; Chosen vendor(s) for Tasks 1, 2, and 3 may assist Staff in docket 22-0897.

Gas: 22-0002 and 15-734

Water: 19-0615 and 16-0163

Wastewater: 13-27WW and 12-498WW

3. Delmarva Power and Light and Chesapeake Utilities Corporation file annual gas cost proceedings in which new gas costs rates are established and actual prior year gas costs are reviewed for reasonableness (GCR/GSR proceedings, respectively). Is such assistance subject to this RFP? Please clarify. If yes, which task does it fall under?

ANSWER: This RFP is not seeking assistance for annual gas cost proceedings.

4. Based on the RFP language, it appears that the activities required from the vendor under this contract are currently unknown and potentially wide-ranging. Given that the level of effort (in terms of professional service time, travel costs, etc.) necessary to complete the various ""matters and activities"" listed in the RFP vary substantially, please confirm or clarify that the Delaware PSC is seeking only individual bid components (i.e., hourly bill rate; example cost of one trip to Delaware; administrative costs per hour) be included in the proposal, rather than a total project bid amount (

ANSWER: Yes, the activities required from the vendor under this contract are currently unknown and potentially wide-ranging. The vendor's response should include the rate at which services will be billed. If possible, include an estimate of how many hours are expected to be devoted per task should be included. Previous rate cases can be used as a guide to estimate what is typically involved and can be found at <https://delafile.delaware.gov> by searching docket numbers:
Electric: 20-0149 and 22-0897; Chosen vendor(s) for Tasks 1, 2, and 3 may assist Staff in Docket 22-0897.
Gas: 22-0002 and 15-734
Water: 19-0615 and 16-0163
Wastewater: 13-27WW and 12-498WW

5. "Regarding the instruction that: "Each proposal must be submitted with 1 electronic copy via the PSCRFP@delaware.gov email. Vendors must provide a separate electronic pricing file from the rest of the RFP proposal responses."

a) Please confirm or clarify that the technical (i.e., non-pricing) proposal and the pricing proposal should be provided as two separate files for the electronic copy. Stated another way, please confirm or clarify that the Delaware PSC is seeking two electronic copies; one technical proposal electronic copy and one pricing proposal electronic copy.

ANSWER: Confirmed.

b) Please confirm or clarify that all pricing information (e.g., hourly rates) should only be included in the pricing proposal."

ANSWER: Confirmed.

6. The RFP states The term of the contract between the successful bidder and the State shall be for 3 years with 2 optional extensions for a period of one (1) year for each extension.

a) Would the Delaware PSC prefer that vendors provide separate pricing information (e.g., hourly rates) for the next five years?

ANSWER: The vendor should provide pricing information for three (3) years. Pricing for the extension would be addressed prior to year four or five if needed.

b) If the answer to subpart 'a' is not affirmative, please state how the PSC would like for vendors to provide a "realistic" proposal (consistent with the guidance from page 7 of the RFP) that incorporates the potential impact of

reasonably predictable inflation over the potential term of the contract (i.e., over the next five years).

ANSWER: See prior response.

c) Please provide an estimated contract start date or confirm that the contract start date should be assumed to be the same as the Estimated Notification of Award listed on page 2 of the RFP.

ANSWER: Estimated start date is February 2023 following notification of award.

7. 15 V.(C)(2) Page 16: "As a Service subscription license costs shall be incurred at the individual license level only as the individual license is utilized within a fully functioning solution. Subscription costs will not be applicable during periods of implementation and solution development prior to the State's full acceptance of a working solution. Additional subscription license requests above actual utilization may not exceed 5% of the total and are subject to Delaware budget and technical review." This section appears to be related to a software-related contract and not applicable to this RFP. Please confirm or clarify whether this section is relevant to this RFP.

ANSWER: The PSC does not anticipate the requirement of subscription service and therefore does not believe that this section will be directly relevant to this RFP. However, in the event that a subscription service is necessary, this section will pertain. This is standard language from the bids.gov template

8. 15 V.(C)(5) Page 16: "The State of Delaware's standard contract will most likely be supplemented with the vendor's software license, support/maintenance, source code escrow agreements, and any other applicable agreements. The terms and conditions of these agreements will be negotiated with the finalist during actual contract negotiations." This section appears to be related to a software-related contract and not applicable to this RFP. Please confirm or clarify whether this section is relevant to this RFP.

ANSWER: The PSC does not anticipate the vendor's software license, support/maintenance, source code escrow agreements, and any other applicable agreements will be directly relevant to this RFP. However, in the event that vendor's software license, support/maintenance, source code escrow agreements, and any other applicable agreements is necessary, this section will pertain.