

ADDENDUM NO. 1

Department of Business, Economic Development, and Tourism
Hawaii State Energy Office

REQUEST FOR PROPOSALS FOR CLEAN ENERGY EDUCATION

Solicitation No. RFP-21-029-HSEO-EERE

February 19, 2021

This Addendum No. 1 includes changes, omissions, and clarifications to Solicitation No. RFP-21-029-HSEO-EERE (hereinafter referred to as the “Solicitation”). All other terms, provisions, and conditions of the Solicitation published on February 1, 2021, shall remain in full force and effect.

- A. The following information is provided as a summary of the pre-proposal virtual conference, which was held on Wednesday, February 17, 2021 via Zoom.

Start Time: 10:05 a.m. (HST)

End Time: 10:27 a.m. (HST)

- Roll Call
 - Present:
 - Dr. Mark Hines, Kupu Hou Academy at Mid-Pacific Institute
 - John Cheever, Kupu Hou Academy at Mid-Pacific Institute
 - David Amborski, Training Pros
 - Melanie Greene, ENGIE Services U.S (on behalf of Victoria Suarez Snyder)
- Pre-proposal virtual conference agenda
- Zoom link to virtual conference recording
 - https://zoom.us/rec/share/t1YaHjpvI7rCzI5gldtg_sfXeHIAZ5mrsOa4RGbCBxu1VnxfjXEKvhCsy4msvkMY.WS9kDV4_4Kv6NFvU
 - Passcode: qy=WLN7@

- B. The following questions were received during the virtual Pre-proposal Conference. As a courtesy to bidders, the corresponding answers to questions 1 –4 were provided during the conference for clarification purposes. All other questions regarding the RFP must be submitted via HlePro by the deadline for written questions and will be answered by the deadline for responses published in Section 1.5 RFP SCHEDULE AND SIGNIFICANT DATES on page 5 of the solicitation:

Q.1. *“A couple of clarification questions on the budget. For the budget, are stipends and/or resources appropriate or allowed as a part of the work to be developed?”*

{HSEO} Just to clarify, stipends for whom exactly?

“For teachers that might be developing content as a part of what would be put up on the website.”

A.1. We will have to answer this question in writing. We will discuss and respond to you in writing in the addendum. We anticipate that the entire project should be accounted for in the total scope for this project. So, if that is going to be in your proposal, make sure you include that.

Q.2. *“One of the requirements is that the resources will be placed online, and it mentions DOE and HSEO’s website. Is there any requirement to host them any other place or can any of the materials, as long as those are identified and available, or does the budget need to account for repository for resources outside of those two?”*

A.2. As long as you meet the criteria and the scope of work. To go above and beyond that, if you want to provide that as well, as long as it’s within the budget. Our budget is a fixed amount. You’re welcome to go above and beyond but the budget won’t increase for additional hosting.

{HSEO}: That is a good answer for your previous question, but we will put the final formal answer in writing.

Q.3. *“One last thing around the training. It says that 180 teachers and says, ‘Title I and other’. If the work is done with teachers in public charter and independent schools, are those considered ‘other’? In a lot of the work we do in our organization we tend to work with public schools, we also work with charters and independents. I would want clarification on the 180. It also talks about K12 and I heard mention of clarification of where the targeting is, so is there a desire to have this cut across primary and secondary? Is there a preference for equal distribution or anything like that?”*

A.3. It is up to the proposer for this. That is correct. As long as our target of the Title I schools is met, anything above and beyond that is acceptable. Please put this in writing for the official answer.

{DOE} I would only add to ensure that whatever you have in your proposal matches the grade levels in the schools you’re looking to serve. So that your proposal is clear about the population you are looking to reach.

Q.4. *“Is it possible for multiple entities to partner up to bid?”*

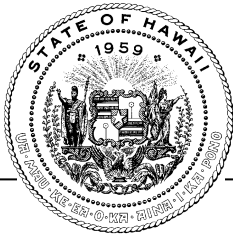
A.4. Absolutely. If you are meeting the scope in the proposal, then you make it clear your partnerships as part of your proposal.

- C. The following adds the underlined text in the solicitation for clarification purposes (in Ramseyer format):

2.3 SCOPE OF WORK

The Contractor shall be able to provide **all services in all categories** described below. If the Contractor does not maintain the in-house subject matter expertise it will be their responsibility to secure the needed services as the Prime Contractor. All draft and final deliverables shall be submitted for the State’s review and approval. Pursuant to the AG General Conditions (Exhibit

A), the State shall have complete ownership of all material which is developed, prepared, assembled, or conceived by the Contractor.



HAWAII STATE ENERGY OFFICE STATE OF HAWAII

DAVID Y. IGE
GOVERNOR

SCOTT J. GLENN
CHIEF ENERGY OFFICER

235 South Beretania Street, 5th Floor, Honolulu, Hawaii 96813
Mailing Address: P.O. Box 2359, Honolulu, Hawaii 96804

Telephone: (808) 587-3807
Fax: (808) 586-2536
Web: energy.hawaii.gov

**STATE OF HAWAII
DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT, AND TOURISM
HAWAII STATE ENERGY OFFICE**

**REQUEST FOR PROPOSALS
RFP NO. RFP-21-029-HSEO-EERE**

CLEAN ENERGY EDUCATION

PRE-PROPOSAL CONFERENCE

Wednesday, February 17, 2021

**10:00 AM Hawaii Time
Via Zoom**

AGENDA

- I. Welcome**
 - II. Housekeeping**
 - III. Introductions and Roll Call**
 - IV. Clean Energy Education Project Background**
 - V. Scope of Work (Section 2.3)**
 - VI. RFP Schedule and Significant Dates (Section 1.5)**
 - VII. HIePro Submittal Only (Section 1.4 & 3.11)**
 - VIII. Responsibility of Offerors (Section 5.3 & 5.9)**
 - IX. RFP Procedural Questions and Answers**
- Conclusion of Pre-proposal Conference**