

## Best and Final Offer — Submission Guidance

The State of Hawaii Public Utilities Commission (HPUC) thanks you for your continued interest and invites Priority-Listed Offerors to submit a Best and Final Offer (BAFO). Offerors are not required to submit a BAFO and HPUC will evaluate all the information that has been submitted. The schedule of next steps (RFP-PUC-22-02, Section 1.5 RFP Schedule and Significant Dates) are as follows (schedule is subject to change):

Activity	Scheduled Dates
If required, Best and Final Offers due	Friday, January 21, 2022, 4:30 PM HST
EM&V Contractor selection and award	On or around February 8, 2022
Contract Start Date	On or around April 1, 2022 (work day after contract is signed)

## BAFO Submission Format

If a BAFO is submitted, any changes including new artifacts need to be identified using the format defined below.

- A Cover Letter Outlining Changes:** Include a cover letter that identifies and describes all changes to the level of detail necessary to describe the difference(s) from the original proposal and your BAFO.
- BAFO Proposal:** BAFO proposal and accompanying documents should highlight all changes from the original submission identified in *1. A Cover Letter Outlining Changes* to expedite the review process.

The HPUC advises offers edit, add, or clarify if not already provided:

- For the answer to “technical response, offeror question 2”:
    - Provide a response that indicates budget allocation for Tasks 1,2,3,4 and 6 (but not Task 5) at both the \$400,000 and \$500,00 per year budget levels.
    - Indicate if the proposed budget allocations align with a 24-month or 27-month duration.
  - Please share more about the recommended onsite verification activities in your proposal. For instance, what methodologies or assumptions were used to determine the number of sites in the proposal? Is there a rationale for that recommended amount, versus a smaller (or larger) data set?
  - How will the team handle a situation if the subcontractor(s) proposed have affiliation with Hawaii Energy? How likely is that scenario? Please include an estimated number of partnered projects between the subcontractor(s) and Hawaii Energy.
- A Revised Pricing Proposal:** The Priority-Listed Offeror may re-submit a revised pricing response using Price Response OFFER FORM – OF-2.