



Service, Stewardship and Sustainability

Request for Qualifications/Proposals

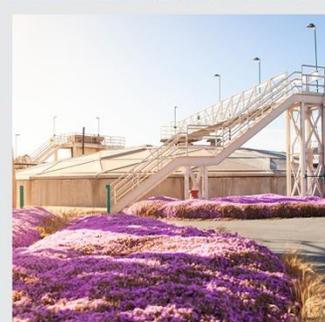
for Feasibility Analysis of the Monterey
Microgrid and Renewable Energy Projects

SUBMITTAL DUE DATE

August 1, 2022 at 3:30 pm

TO

Electronic Submission through Procore



With this Request for Proposals (“RFP”), Monterey One Water (“M1W”) is requesting proposals (“Proposals”) from qualified consultants (“Respondents”) for the following:

Feasibility Analysis of the Monterey Microgrid and Renewable Energy Projects

The purpose of the Proposal is to demonstrate the qualifications, competence and capacity of Respondent to perform the work or provide the services described in this RFP, in conformity with the requirements of this RFP. The Proposal should demonstrate the qualifications of the Respondent and of the particular staff to be assigned to this project. It should also specify a specific approach that will meet the RFP requirements.

The successful Respondent will be expected to execute the Professional Services Agreement (Agreement”) included with this RFP without modification of the terms.

Introduction

Located along the Central Coast of California in northwestern Monterey County, Monterey One Water (M1W) and the Monterey Regional Waste Management District (MRWMD or District), are public entities (collectively referred to as the Agency or agencies) who respectively manage wastewater and non-hazardous solid wastes. As neighbors with co-located facilities, they have established a visionary partnership to:

- i. evaluate the highest and best use of wastes and waste by-products that the agencies handle; be it as a renewable energy or heat source, renewable natural gas product, other beneficial reuse products (e.g., fertilizer, biochar, feedstock to composting, etc.), or in combination
- ii. study and implement an electrical microgrid with ‘islanding’ functionality to secure the level of energy resilience their critical, 24/7 public service operations require
- iii. assess the integration of renewable energy sources such as solar, wind, and battery storage

Uninterrupted wastewater and solid waste recycling and disposal services are vital to protecting public health and the environment. In recent years, the county has experienced firsthand the impacts of wildfires, drought, prolonged rain events, and coastal storm surges. These events put critical facilities at risk of service disruption and damage due to power outages. To address this vulnerability, M1W and MRWMD have identified the Monterey Microgrid and Renewable Energy Projects (MMREP) as the possible means to deliver reliability, sustainability, and affordability to the ratepayers and communities served by the agencies. The agencies have agreed to jointly pursue the conceptual feasibility studies of these potential projects to generally define the schedules, costs and benefits of the projects, both individually and potentially together as a program. Where applicable, existing assets may be repurposed to accrue greater benefits or recommended for abandonment where it is determined that the benefits of reliability, sustainability, and affordability can be achieved. All current and future wastes and waste byproducts that are handled by the agencies are to be considered “on the table” and to be fully studied regardless of ownership. In other words, the agencies are ‘open’ to modifying their assets and/or operations to maximize the beneficial reuse of waste and waste byproducts that they handle. No commitments to a specific microgrid strategy or acquisition or modification of equipment will be made until the feasibility studies are completed and a preferred alternative is adopted by both organizations. Additionally, this scope of work calls for an analysis and recommendation for a project delivery plan

which will be considered for use by the two agencies in their post-feasibility collaboration and decision-making processes.

Proposers are encouraged to propose what they believe will be the appropriate feasibility analysis to identify the optimal microgrid configuration resulting in the best and highest use of existing and future feedstocks and infrastructure for the two public agencies, compliance with all laws related to organics management, assistance to the state's goals to move away from fossil fuels towards electrification and provide the highest level of return for the agencies and their rate payers.

The selected Consultant(s) will work closely with the Agency's Microgrid Project Director and the respective management teams from each public entity to support, protect, and enhance the Agency's missions and the interests of the rate payers and communities served by the agencies.

This Request for Qualifications/Proposals (RFQ/RFP) generally describes the projects, required scope of services, consultant selection process, and the minimum information that must be included in the proposal. Failure to submit information in accordance with these requirements and procedures may result in disqualification from the selection process.

Your organization may submit a proposal on any one or all the three work areas described in the Feasibility Study Areas section. Since the two public agencies are seeking the most qualified team, they may select one or multiple organizations to accomplish the scope of work. The consultant agreement(s) for this work will define that the consultant, and any subconsultant or organizations and individuals working under contract to the consultant, are independent contractors and thus, are not acting as staff to either public entity. The agencies retain the right to change, modify, or add additional scope for this feasibility study.

Submission of Qualifications and Proposals

It is the intent of M1W and MRWMD to receive responses to this RFQ/RFP, conduct individual interviews with top scoring firms, and select a consultant(s) who is/are best suited to perform the work. The purpose of this RFQ/RFP is to provide the Agencies with the necessary information to effectively evaluate and select a consultant(s). The selected team(s) will have the know-how to advise on and develop a plan of multiple-technical strategies that capture current opportunities and consider capital and lifecycle costs that manage risk and benefit for the agencies, their member agencies, and their ratepayers and communities for the next 20+ years. To meet the needs of these unique projects, the joint agencies are looking for a consultant team(s) with experience in planning and deploying cutting-edge energy solutions that align with the state's adopted public policy initiatives such as carbon reduction and infrastructure goals and funding for example via the Department of Energy and the California Energy Commission; and experience with California utility and energy providers/regulations that help enable cost-effective implementation. The work of the technical consultant team is anticipated to take approximately six months to complete.

Qualifications/Proposals

To the extent required by Section 20103.7 of the Public Contract Code, upon request from a contractor plan room service, an electronic copy of the RFQ/RFP Documents shall be provided at no charge to the contractor plan room.

It is the responsibility of each prospective firm to download or print all RFQ/RFP Documents for review and to verify the completeness of the documents before submitting a proposal.

The agencies request that firms submit their qualifications and proposals scope of work separately from their fee estimate of services (e.g., separate electronic files submitted electronically through Procore). Agency staff will evaluate the submitted proposals received by the deadline. Submittals should include two pdfs – one with the **Qualifications and Technical Proposal** and the other one with the **Fee Proposal/Rate Schedule** documents.

Questions

Questions regarding this RFQ/RFP must be in writing and sent to yohana@my1water.org (cc: ken@my1water.org and gpetraborg@mrwmd.org) on or before , July 11, 2022, at 3:30 pm. Questions will not be answered by telephone. Response to questions will be provided to all parties participating in this RFQ/RFP solicitation.

All questions properly submitted will be answered in writing. Oral statements regarding this RFP by any persons should be considered unverified information unless confirmed in writing.

Pre-Proposal Meeting

A mandatory pre-proposal meeting will be held on **July 7, 2022, at 11:00 am** at M1W's Regional Treatment Facility conference room located at 14811 Del Monte Boulevard in unincorporated Monterey County, about two miles north of Marina. Attendance at the plant for this meeting is mandatory.

Due Date/Time

The agencies will receive qualifications/technical proposals and fee proposals by electronic submission only through Procore for the "Feasibility Analysis of the Monterey Microgrid and Renewable Energy Projects", no later than 3:30 pm on **August 1, 2022**. Note that the **Fee Proposal** and **Rate Schedules** shall be separate PDF files which are submitted separately from that file(s) presenting the **Qualifications and Technical Proposals** information. Proposals sent by another means will not be accepted. Proposals shall remain valid for 100 days after the opening date.

Background

M1W and MRWMD are co-located on almost 600 acres of land in northwestern Monterey County. By combining infrastructure and knowledge, these entities will use their experience in resource recovery to benefit the residents and businesses in their service areas in addition to the larger electric grid operated by California ISO. This shared accountability and innovation will create a model for California and beyond of using local resources to address local issues in the interest of local benefits.

M1W was formed in November 1972 when the cities of Monterey and Pacific Grove, and Seaside Sanitation Districts established a Joint Powers Authority (JPA). Over the years, many additional entities in northern Monterey County have joined the regional wastewater collection, distribution, and treatment system. M1W provides the community two essential services: (1) regional sewer system treatment and management and (2) recycled water products – agricultural irrigation water and municipal drinking water production. These efforts serve different areas throughout the region and are funded by their respective customers. M1W is governed by a Board of 10 Directors who are appointed by their member entities. In the late 1980's, MRWMD sold 100 acres of land to M1W for development

of the Regional Treatment Plant (RTP) for processing wastewaters. The RTP was constructed to bring regional efficiency to the treatment of wastewater, to improve water quality, and to provide cooperative water solutions for the community. It began operation in February 1990 and is a 29.6 MGD primary/secondary wastewater treatment facility. Since then, it has been augmented by both a non-potable recycled water production facility (tertiary treatment) and an indirect potable reuse water production facility (advanced purification). The tertiary treated water is distributed to 12,000 acres of farmland in northern Monterey County and annual production averages 12,300 acre feet per year (AFY). The advanced purified water is used for groundwater replenishment of the Seaside Basin and supports this critical drinking water source with 3,500 AFY.

Biosolids are created in the wastewater treatment process and have been managed by dewatering and disposal in the adjacent Monterey Peninsula Landfill owned and operated by MRWMD. Senate Bill SB1383 requires that the disposal of more than 75% of biosolids in landfill cease as of 12/31/2024. While some biosolids management studies have initially been performed, these have been 'high level' in nature and have not identified a preferred solution nor adequately address issues such as PFAS, 'highest and best use/reuse' of biosolids, and compliance with SB1383. The management of biosolids is one of the 'waste byproducts' areas of focus of this feasibility study.

Additional information can be found on the website www.montereyonewater.org

The MRWMD is a California Special District public entity that was established in 1951 for the purpose of managing solid wastes for its member agencies and the customers that it serves. The district is governed by a nine member Board of Directors representing the cities of Carmel-by-the-Sea, Del Rey Oaks, Marina, Monterey, Pacific Grove, Sand City and Seaside as well as Monterey County and the Pebble Beach Community Services District. MRWMD conducts a variety of processing, recycling, and disposal services on a fee for service basis (an Enterprise District). MRWMD is a regional facility whose customers are primarily from the tri-county area of Monterey, San Benito, and Santa Cruz Counties and a small number from Santa Clara County. The district purchased 570 acres of land to the west of Salinas (and to the north of Marina) in the early 1960's. It opened a non-hazardous solid waste Class III landfill in 1965 which is named the Monterey Peninsula Landfill. Approximately half of the permitted 315-acre landfill 'footprint' has been developed to date and it is currently estimated that the landfill has a remaining service life of more than 100 years. The district's primary activities are focused on its mission of 'turning waste into resources'. Landfill gas (LFG) is currently used to power four internal combustion engine-generator sets that can produce up to 5 megawatts of electricity. The District recently awarded a construction contract for installation of a medium voltage transmission (21kV) to connect to M1W's Advanced Water Purification Facility (AWPF); one of three major electrical services at the RTF. MRWMD operates a Materials Recovery Facility (MRF) with two processing lines: one for processing single stream recyclable (SSR) materials and the other for construction and demolition (C&D) debris. The SSR processing line has the potential to be separately operated to process mixed-waste materials (aka municipal solid wastes (MSW)). The functionality and logistics of separate batch processing of both materials has not been fully tested operationally nor has it been fully planned and designed. Yard wastes and food wastes are processed onsite by a third party contracted operator at a 30-acre composting facility area onsite. Another third-party contractor leases the ~12-acre Franchise Truck Yard Facility that is equipped with a CNG fueling facility that is currently owned and operated by Trillium under contract with the district. The district is also currently commissioning a gas conditioning system that will produce a renewable natural gas (RNG) from biogas generated by anaerobic digestion in the

landfill and/or a digester(s) for use by the onsite CNG fueling facility. A separate third-party contractor performs sand borrow and processing services as well as concrete/inert debris processing and recycling services onsite. Refer to Attachment A for a snapshot of existing power generation sources.

Feasibility Study Areas

To develop the business case(s) and obtain Agency Board approval for the Monterey Microgrid and Renewable Energy Projects, M1W and MRWMD desire to first conduct a Feasibility Study that will:

1. Study alternatives and develop a Preliminary Front End Engineering Design (Pre-FEED) to the 10% level, the best and highest use of all organic feedstocks (both wet and dry), and waste byproducts. Known as the Organics-to-Energy (O2E) Study, this study will be centrally focused on how to extract energy and value from waste materials and byproducts and includes some specific formatting requirements related to an U.S. Environmental Protection Agency's (USEPA) grant funding already received. Currently, the Agency's anticipate this study to specifically address:
 - a. Wet organic feedstock to dedicated digestion or co-digestion
 - b. Biogas management
 - c. Biosolids management
 - d. Dry organic feedstocks alternatives
 - e. Excess heat recovery and use alternatives
2. Study microgrid alternatives and develop a Pre-FEED, to the 10% level of up to three potential alternatives (either behind or in front of the meter) for an islandable microgrid system that will serve the needs of the two agencies and possibly select other users. (See example microgrid alternatives descriptions below). Evaluate the three microgrid alternatives, present to and coordinate with the agencies to determine the preferred alternative.
3. Provide to a 30% conceptual design level for the Agency selected preferred island microgrid alternative that has been demonstrated through the study and economic justification to produce the highest economic benefit for the two agencies and their rate payers
4. Study the potential for other sources of renewable energy such as wind and solar energy installations and potential energy storage approaches to be developed which will augment the economic justification and viability of island microgrid alternatives as an optional element to the microgrid project.
5. Conduct a feasibility level economic analysis of the projects and the overall master plan of preferred projects identified for the O2E, microgrid and other forms of renewable energy areas of study. This economic analysis should present comparative results for the various alternatives studied.

Consultants are encouraged as part of their proposal to strategize and develop alternatives related to these study areas. M1W and MRWMD have done some preliminary work relative to conceptualization of this work which is further described in this RFP. The agencies recognize the preliminary nature of information developed thus far and are seeking creative and innovative solutions to the issues described herein. As such we would also entertain receiving alternative proposals as deemed appropriate.

The Organics to Energy (O2E) Study

This study will be developed primarily to evaluate the conversion of existing anaerobic digesters at M1W's wastewater treatment facility to co-digest sewage sludge with food waste and other appropriate organic wastes diverted from MRWMD or, alternatively, a dry anaerobic digester capable of processing the organic throughput quantities and the varied quality of the organics. The objective of the Study is to identify strategies for using food waste and other organic materials to 1) optimize unused assets to increase the use of anaerobic digestion; 2) expand biogas generation for productive purposes; and 3) support federal and state initiatives to create a cleaner, safer environment through diversion of organics away from landfill disposal. The O2E Study will evaluate all available organic feedstocks (see Attachment B chart of estimated quantities of organics over three phases) and recommend the addition of new equipment and/or processes to identify the best and highest use of the various organics being managed by the two agencies.

M1W and MRWMD seek consideration of its existing anaerobic digestion system with an estimated 30,000 to 50,000 tons per year (TPY) of organic / food waste diverted primarily from the adjacent MRWMD landfill and other regional disposal facilities as part of this project. It is expected that may generate 9,600,000 kWh of 100% renewable electricity and 325,000 therms/year of heat using the facility's existing cogeneration equipment or, if determined by the Feasibility Study, new equipment. The primary source of organic wastes will be diverted from the solid waste stream under the district's control. MRWMD currently receives approximately 10,000 TPY of source-separated commercial food waste (SSO) with minimal contamination, along with more than 20,000 TPY of organic waste derived from the mixed municipal solid waste (MSW) stream. Organic waste would be sorted and separated from the incoming MSW at MRWMD's existing Materials Recovery Facility (MRF), which is co-located with the landfill. M1W may also endeavor to procure food waste slurry streams from customers with food waste pre-processing equipment. Food waste quantity, quality and separation approaches and methodologies will be evaluated as part of the O2E Study being performed.

Both renewable electricity and renewable biogas generation potential need to be characterized as part of the 'highest and best use' evaluations of this study. The Consultant will assess alternate uses of both existing and future renewable gas production as part of the O2E study and, if deemed appropriate, recommend changes to, or abandonment of, existing renewable gas processing strategies. Part of this analysis should compare existing uses of landfill gas at MRWMD and biogas at M1W in relation to existing and future expected production of renewable gas sources to determine if a more appropriate strategy and use is available for each or if a combined solution represents a preferred approach. Given the differences in gas quality and heating value of the various gas sources, present alternative delivery and use strategies not already considered. Also, this study should characterize M1W's existing anaerobic digestion system in terms of potential excess capacity, and biokinetics to determine digester inhabitation limitations with respect to sourced organics acceptance quantity and quality irrespective of available capacity and existing biogas processing and conversion into energy.

As one of the organic waste processing options available, the Consultant will assess the conversion of the wet anaerobic digesters at M1W, currently designed to process wastewater solids, to co-digest its wastewater solids with appropriate organic feedstocks. The Consultant will consider the 'pros and cons' of having one or more dedicated digesters for organic waste processing in addition to evaluating the co-digestion of wastewater solids with organic wastes.

New approaches to managing wastewater treatment and co-digestion biosolids will be considered in this study as well. For the option of co-digestion of food waste slurry in the existing digestors, additional biosolids will be generated. Biosolids are currently dried using the M1W's existing biosolids dewatering system and drying beds. Biosolids associated with the proposed food waste slurry streams is anticipated to be cleaned of contaminants via the pre-processing of the feedstocks and therefore are not expected to significantly contribute any contamination or other constituents of concern to those specific residual biosolids.

The area of analysis related to biosolid management should address developing concerns over the current practices of air drying and landfill disposal of biosolids relative to the new requirements of SB 1383 and the emergence of issues around constituents such as per-and polyfluoroalkyl (PFAS) substances as well as other contaminants of concern contained within the material. Beneficial reuse of wastewater treatment biosolids should be evaluated and recommendations made for the highest and best use of biosolids. Biosolids created by separate processing of organic wastes should also be evaluated for beneficial reuse opportunities. The Consultant should assess whether these biosolids are managed separately or together. Recent evidence has shown that wastewater biosolids contain per-and polyfluoroalkyl substances (PFAS), as well as other residuals such as pharmaceuticals and personal care products (PPCPs). If land applied, these chemicals and residual contaminants could be taken up by crops that are grown in biosolids-augmented soils. As a result, land application of biosolids has the potential to result in ecological as well as human health impacts. In 2020, M1W performed a Biosolids Management plan which evaluated several approaches to biosolids management. However, this plan did not adequately address the requirements of SB 1383 and emerging issues associated with constituents of concern in biosolids and what effects those may have in land application approaches.

Under the O2E Study another significant element will be to update prior Biosolids Management work to further refine this issue in consideration of SB 1383, PPCPs, and PFAS concerns. It is desired to study the proposed food waste slurry streams identified for the co-digestion option with wastewater sludge in the same, or dedicated, digestors and what effect this activity will have on the quantity and quality of biosolids produced as a result. Additionally, it is desired that the O2E Study evaluate the alternatives for an economically viable, non-landfill solution for managing its biosolids that addresses both SB 1383 requirements and concerns over other constituents such as PPCPs and PFAS that may be contained in the material. The study should evaluate several alternatives including thermal treatment strategies, such as pyrolysis, gasification, supercritical water oxidation, or thermal hydrolysis approaches or other processes that may be identified to satisfy the goal of highest and best use of waste and waste byproducts. Findings from this analysis will be incorporated into the O2E study and a preferred alternative should be further developed to the Pre-FEED 10% design level in the final report.

Another element of the O2E study will be the evaluation of converting dry organics streams to energy. Currently MRWMD manages several forms of dry organics that are derived from their recycling operations such as soiled paper, mixed paper cardboard wood and green wastes. Curbside collected green wastes and food wastes which are generally considered dry organics wastes are already being diverted away from disposal and into a composting operation located onsite. This O2E study should consider other forms of dry organics not already being diverted. The MRWMD is interested to understand what opportunities and viable options may be present to divert these forms of organics into approaches where energy or additional value may be harvested from them.

Lastly, another element of the study should evaluate the opportunities related to heat recovery for

beneficial purposes or the utilization of excess heat generated at both facilities. This study should consider what these sources of heat are, how much heat may available, and what potential beneficial uses of heat could be employed (electricity generation, heat buildings, heat digesters, etc.).

In the Fall of 2021 M1W applied for and received a grant from the U.S. Environmental Protection Agency's (USEPA) "Supporting Anaerobic Digestion in Communities" grant opportunity program. USEPA grant #EPA-OLEM-ORCR-21-02 Grant Application was received, M1W was ultimately awarded a grant to perform an Organics to Energy Co-digestion Study. The work scope covered under the USEPA grant application is being awarded as part of the larger work scope included in this Feasibility Study RFP. As a condition of this grant, M1W must show and report that the work performed is consistent with the work scope identified in the grant application. For reference, the work plan for USEPA grant #EPA-OLEM-ORCR-21-02 is included in this RFP as Attachment C. Therefore, for the purposes of this RFP, a portion of the work scope for the O2E study should closely follow the work plan listed in the grant application, at a minimum. Some tasks required by the USEPA grant application work scope may be performed as part of other companion studies identified in the scope of this Feasibility Study. Additional items or tasks not identified in the USEPA grant work plan may have also been added to the O2E Study as part of this Feasibility Study being developed. This USEPA grant is mentioned as part of this RFP to clarify the format and scope of the O2E study must at a minimum meet the scope and requirements of the USEPA grant study application and to clearly convey that the O2E study may also include additional elements that go beyond the USEPA grant scope.

The Monterey Microgrid Pre-Design Study

In general, the two agencies conceive that the microgrid will join M1W's regional wastewater treatment and water production facilities electrical loads (power demand) with MRWMD's renewable energy generation (power supply). Refer to Attachment D for a conceptual vision of the joint microgrid as initially conceived by the Agency. In specific, the agencies currently each have renewable energy generations sources and sizeable electrical usage loads. It is anticipated that the microgrid may combine both the electrical generation and electrical uses of the two public works facilities in a synchronized, integrated network of power generation sources, medium voltage power distribution infrastructure, and various power uses. The Monterey Microgrid would be interconnected with the utility grid that is owned and operated by Pacific Gas and Electric (PG&E). The Monterey Microgrid should have both 'islanding' and 'black start' functionality in the event of an utility grid power outage and also have the capacity to integrate both future electrical generation sources and future electrical uses at their co-located treatment facilities.

This Monterey Microgrid Pre-Design Study will analyze both M1W's and MRWMD's existing and future energy needs, preliminarily assess up to three different configurations of a microgrid (See example microgrid alternatives descriptions below), identify a recommended microgrid configuration, identify organics-to-energy renewable energy sources onsite, and identify specific implementation steps for moving forward to accomplish the interconnection, permitting, design, construction, and funding of the microgrid. Renewable energy sources such as wind and solar shall be considered under the microgrid alternatives evaluations, whether their purpose it is to augment existing power generation or to offset the loss of existing power generation (should that be part of the preferred project recommendations) or to be part of a 'backup power' strategy. If technically and economically viable, the Consultant can also assess establishing future connections with local community resilience hubs and/or other potential customers to provide power during critical emergencies or hazard situations.

The following alternative microgrid configurations are proposed for introductory illustrative purposes and the Consultant will be expected to refine or enhance each alternative based on the Consultants understanding of the existing facilities, plans for future expansion of the facilities, and the assessments of 'highest and best use' of organic wastes and waste byproducts of this feasibility study.

- Alternative 1 could be considered the simplest approach to getting a microgrid developed. Alternative 1 could be an approach where MRWMD develops a “behind the meter” microgrid with transmission capacity “over the fence” to the three, separately metered major loads at the M1W property providing better energy pricing and increased resiliency for both agencies. This is the “over the fence approach” and the MRWMD microgrid feeds energy to M1W to offset their demand from the utility grid.
- Alternative 2 is a bit more sophisticated approach because it is conceived to be an integrated microgrid encompassing both the M1W and MRWMD properties with transmission capacity under a single “behind the meter” microgrid. In this approach both facilities would operate and function as a single integrated microgrid.
- Alternative 3 would be the most complex approach as it would extend to “in front of the meters” at MRWMD and M1W to include existing PG&E control equipment in the immediate area that includes the M1W and MRWMD facilities as well as other users (e.g., Community Microgrid- See PG&E Community Microgrid Enablement Program). Conceptually, this would be a multi-customer microgrid on PG&E’s distribution system where the grid-forming generation is owned and operated by the agencies. This approach is potentially allowed under PG&E’s CMET tariff. It is conceived that this alternative could include “behind the meter” generation sources as envisioned by the agencies.

Alternatives 1 and 2 microgrids should take into consideration both the agricultural operations to the east and west of the agencies (1 - 2 MW estimated) and the potential future CalAM Desalination Plant development planned next to MRWMD (4 - 5 MW estimated). There are many potential versions of the microgrid alternatives which could be considered. The three alternatives identified above have been shown to illustrate the Agency’s initial concepts only but should not be considered fixed or mandatory. The agencies are seeking additional review and innovative approaches to these concepts from the Consultant. This is a key element of the Proposal evaluation, and the agencies are encouraging proposers to refine or develop other alternatives and additional guidance regarding which approaches may be most viable even if not previously considered.

The Economic Justification Analysis

The agencies desire that the Consultant develop economic information individually for the project alternatives identified consistent with the highest and best use objective desired by the agencies and also for the 30% Design level selected for the preferred project. Conceptual, 'high level' economic characterization is desired for the individual projects. This model is intended to provide the necessary information for a comparative analysis between alternatives and adequate detail to present to each agency’s board for determination of next steps and budget planning. Subsequently, a more extensive, elaborated economic analysis is desired for the 30% Design level preferred project. This analysis will summarize the preferred alternatives and approaches determined in the prior two studies as selected by the Agency. It will present a 20-year financial plan that reflects estimated capital costs of the distributed energy assets, financing costs, estimated utility costs, estimated operations and

maintenance costs, and estimated annual utility savings and/or revenue generation for the preferred project alternatives selected from the two feasibility study areas above.

Scope Of Work

The proposed scope of work for the performance of these studies is initially outlined below. Each team is encouraged to produce their own scope of work based on their experience to produce the O2E and Microgrid studies, and the Economic Justification analyses that is best able to meet the Agency's desired outcome.

Task 1: Project Management

Following public agency protocols, the selected consultant Team(s) will conduct the following kick-off activities:

- Schedule and conduct a project kick-off meeting, including determining the appropriate attendees, setting the agenda, and delivering notes and meeting minutes.
- Clarify the project scope, goals, and constraints.
- Identify all data needs for characterization of the daily operations of the facilities and potential alterations to operations during emergency events, including critical loads needed in an outage and any additional loads expected to provide critical or emergency services.
- Secure all relevant site information, including existing equipment inventories, building plans, and utility data. Refer to Attachment E for some information for the existing facilities.
- Summarize existing site infrastructure and loads: electric; natural gas; and biogas production.
- Conduct a site visit to assess design constraints, assessment of monitoring, communications, and control equipment required for operations.

Task 2: Organics To Energy (O2E) Study

The format of the tasks identified in this item is being driven in part by the requirements outlined in the USEPA grant study. The report should present the findings in the form required for the USEPA grant, however, some information contained in the report for the O2E Study will exceed the scope of that USEPA grant application. The tasks for completing this study will include:

Task 2A – Project Commencement

- Schedule and conduct a project kick-off meeting to establish expectations from each party
- Identify existing resources and data in addition to those metrics that need to be quantified
- Develop an initial workshop for M1W, MRWMD, and other identified stakeholders to review initial findings and adjust

Task 2B – Quantify and Characterize Food Waste

- Summarize the sources, quantity, and characteristics of available organic materials
- Determine requirements for pre-treatment of the organics feed material

Task 2C – Existing Infrastructure and Process Assessment

- Review and evaluate existing assets at M1W and MRWMD facilities

- Evaluate the current and projected energy demands at M1W and MRWMD including heat, electricity, and vehicle fuel
- Define opportunities and constraints to maximize un-used capacity for co-digestion.
- Quantify the organic loading capacity and biogas production from existing anaerobic digestion (four digesters).
- Evaluate condition of existing technology and process assets
- Review footprint and location of primary and accessory equipment
- Evaluate prior completed Biosolids Management Plan and any Updated Biosolids Management Plans to identify impacts from increased digestion and/or co-digestion
- Develop a Pre-FEED (10% design level) of a food waste pre-processing system (located at MRWMD) that may be implemented to produce the necessary food waste feedstocks to feed the co-digestion system

Task 2D – Digester Improvements for Food Waste

- Define opportunities and constraints to maximize un-used capacity for co-digestion in existing digestors
- Determine suitable technologies for the pre-processing and/or polishing of feedstock and co-digestion
- Identify impacts from increased digestion and co-digestion of the wet organics that can be anaerobically digested.
- Determine the maximum amount of energy that can be produced by calculating the organics to energy power potential (electric, biogas, and/or heat) for each of the organics identified in Attachment B.
- Identify required modifications to M1W's digesters to increase and enhance capacity
- Identify beneficial use opportunities for digestate/biosolids
- Quantify the biogas and solids production from revised co-digestion operations
- Develop a Pre-FEED (10% design level) of the favored approach for either a dedicated digester or co-digestion system (located at M1W)

Task 2E – Evaluate Alternative or Hybrid Solutions

- Evaluate the option of operating a dedicated digester utilizing food waste only, including suitable technologies; (this option may include either repurposing one of the existing digestors or installing a new dedicated digester depending on flow capacity and most efficient use of capital)
- Evaluate alternative uses and market value for digestate production for each condition - dedicated digestion versus vs co-digestion
- Evaluate alternative approaches to wet digestion and their viability compared to wet digestion such as dry feedstocks, batch flow processes, thermal conversion etc. Compare the economic viability of such approaches compared to wet digestion using existing assets.
- Identify beneficial use alternatives and potential end users of digestates, biosolids, or other residuals produced by the existing and planned operations.
- Compare the economic value of the developed energy to the existing organics management practices for each organics stream to help determine whether energy development is the best and highest use of that waste material. This determination will be used to feed into the economic analysis which will be used to identify the preferred project approach.

- Develop a matrix that defines the various technical, operational, financial, social, and environmental attributes of the projects.

Task 2F – Biogas Utilization and Optimization

- Evaluate existing co-generation system, including engine consumption and boiler consumption based on increased biogas production rates
- Identify technologies and system upgrades for converting biogas to all needed energy types (heat, RNG, onsite electricity production, export to grid, etc.)
- Evaluate the existing co-generation systems of i) landfill gas to energy and ii) wet digester biogas to energy, including engine consumption and boiler consumption based on increased biogas production rates, to define whether or not there is an alternate approach for beneficial reuse of biogas that would result in a higher and better use of these waste byproducts for the agencies and their rate payers.
- Identify existing operational inefficiencies, aged infrastructure operational risks, and opportunities for improved operations such as generating more power, heat recovery improvements, or alternate means of providing power and heat.
- Additionally identify the current practice of blending natural gas from PG&E for the wet digester biogas to energy system to compensate for methane production variability and analyze if that practice should continue or there is a better approach that can avoid using fossil fuels to manage methane production variability.
- Identify technologies and system upgrades for converting biogas to all energy types (including heating or heat recovery, RNG, onsite electricity production, export of electricity or the creation of renewable biomethane that can be injected into PG&E’s gas distribution system, etc.).
- Develop a Pre-FEED (10% design level) of the preferred alternatives for biogas management process which is described in this section

Task 2G - Biosolids Management Non-Disposal Alternatives

- Quantify the solids production from anaerobic digestion existing and future anticipated after food waste co-digestion is added
- Evaluate biosolids management to identify an approach(es) that moves away from landfill or land application due to new organics diversion laws as well as avoiding impacts related to land applying biosolids with chemicals of concern like PFAS, medicines, etc.
- Define the ‘pros and cons’ of a biosolid resulting from a dedicated digester processing organic waste compared to a biosolid that is created in a sanitary sewer wastewater digester that has comingled food waste injection.
- Determine the expected concentration of PFAS and other constituents of concerns in the biosolids after addition of food waste
- Identify beneficial use alternatives and potential “off-takers” and “end users” of any biosolids derived products such as fertilizers or char.
- Develop a Pre-FEED (10% design level) of the favored biosolids management approach (located at M1W) that may be implemented to achieve the goals of this section

Task 2H – Permitting and Program Financials

- Identify permitting needs for co-digestion and alternative processes

- Evaluate economic value of co-digestion by-products, alternative or hybrid solutions, and
- overall project feasibility
- Develop preliminary capital costs and expected payback period for the project
- Develop preliminary annual operating costs
- Identify potential funding sources and incentives

Task 2I – Dry Organics to Energy Analysis

- Quantify the energy potential from the dry organics.
- Identify the best suited technologies to create energy from the dry organics
- Layout the best equipment (new or modifications of existing equipment) to develop the energy from the dry organics
- Assess whether available wet organics can or should be co-processed with dry organics (consolidated approach) and the best suited approaches for accomplishing this result

Task 2J – Organics to Energy Feasibility Study Reports and Presentation

- Produce a Draft O2E Co-digestion Study Report for review and comment by M1W and MRWMD staff
- Produce a Final O2E Co-digestion Study which incorporates comments and meets the project objective and quantifies the anticipated environmental benefits
- Develop a Board-level presentation for M1W and MRWMD to share at their public meetings

Task 3 - Monterey Microgrid Pre-Design Study

Task 3A – Develop Conceptual Microgrid Alternatives

- Develop an evaluation approach and protocol associated with the condition and extent of existing equipment as it relates to the establishment of a microgrid
- Review equipment for potential upgrades or replacement at existing generation sources, transmission, and switch gear
- Summarize existing electrical generation and uses
- Make recommendation for replacements associated with excessive maintenance, age, functional limitations, operational inefficiencies and/or other financial considerations
- Make recommendations for strategic upgrades or replacements
- Make recommendations regarding transition to solar and/or wind generation and where this may be viable should the microgrid need additional generation or if biogas sources are redirected to other uses such as transportation or pipeline injection.
- Develop up to three alternatives site-specific microgrid conceptual configurations to Pre-FEED 10% design level. Utility grid connected microgrids are envisioned for each alternative.
- Model site-specific energy and microgrid loads for all applicable scenarios using all the renewable energy sources that have energy production identified as their best and highest use. This model will be used to make certain that the newly established

microgrid works for all internal loads and can manage fluctuations in load and generation when in island mode, and for shutoffs and startups to occur smoothly.

- Modeling should account for the variability of power generation that can occur with organics to energy production, digester biogas to energy, landfill gas to energy production, and any solar/wind generation used in the microgrid to make certain all assets receiving energy can either work with that variability or modifications are made.
- Analyze whether emergency load reduction response or other alternatives could enhance the payback or financial return of the microgrid.
- Define 'black start' and 'islanding' operations and their management on the microgrid.
- Define whether battery or other storage is a preferred strategy for 'secondary power supply' when there is a primary power supply outage (microgrid and utility). If so, then assess whether either the existing backup diesel powered generators and/or natural renewable energy sources (wind and/or solar) should be adopted as a 'tertiary power supply' strategy.
- Refine the functionalities associated with the operations of the microgrid including modes of operations, capability of seamless transition, and ancillary services support. For example, the microgrid study needs to address such issues as:
 - ✓ Defining whether integration of the existing PV + new organics to energy generation + landfill gas + digester gas + battery energy storage system (BESS) with the existing plants (buildings) electrical distribution system can be accomplished and, if so, how it is accomplished.
 - ✓ Recommend a microgrid control system and major equipment components (Automatic Transfer Switch (ATS), switchgear, protection relays, automation controllers, etc.) as necessary to provide a seamless transition to/from island mode to continue powering the treatment plants when utility power is lost and to be capable of exporting energy back to the grid when operating in grid-parallel mode and excess power is being produced on site.
 - ✓ Identify opportunities to recapitalize existing generation sources and/or replace with new generation sources that would facilitate the creation of a microgrid by creating more power, reducing emissions, reducing emission sources and air permitting operating requirements, and/or blending the sources of power generation for reliability and sustainability purposes.
 - ✓ The PV inverters, and BESS inverters should be specified to be grid-connected inverters and the BESS inverters should also have grid-forming capability to allow the maximum flexibility of operation unless defined otherwise by the Consultant(s).
 - ✓ Identify viability and available methods and location of battery energy storage system (BESS). Consider scenarios where BESS can provide ancillary grid services such as: black-start, voltage regulation, frequency regulation, peak shaving, and PV firming among other services. Consider ability of BESS to be used for energy arbitrage, for example storing PV power when prices are low and dispatching when prices are high. Consider trade-offs regarding the use of the BESS for ancillary services and arbitrage with the need to reserve some battery capacity

for resilience purposes. BESS can assist with the response of the microgrid by providing a variety of ancillary services to enhance the stability of the system.

- ✓ Some ancillary services that can be considered are: black-start, voltage regulation, frequency regulation, peak shaving, PV firming among other services and maximizing the timing of export to the grid.
 - ✓ Assess the ability of the microgrid to power the onsite loads during extended grid outages; measure this in terms of the number of hours and/or days that it can be expected to run.
 - ✓ Assess the electrical bill savings and/or revenue generation potential from the onsite renewable generation assets during “blue sky” operation and determine the expected annual economic benefit. Consider trade-offs between potential behind-the-meter and front-of-the-meter resource configurations.
- Identify footprint and location of primary and accessory microgrid equipment.
 - Identify the phased development of the microgrid alternatives in terms of both ‘time’ and ‘expenditures over time’
 - Identify the inherent challenges of integrating the existing facilities of the two agencies.
 - Identify Agency, member agency, community, environmental and permitting requirements anticipated.
 - Develop a matrix that defines the various technical, operational, financial, social, and environmental attributes of the projects.
 - Estimate the capital and operating costs of the microgrid; compare these costs with the estimated bill savings and revenue potential.
 - Consultant will present to the Agency a matrix of characteristics and attributes of the three microgrid configurations developed to the Pre-FEED level that illustrates the ‘pros and cons’ of each configuration and identifies the preferred microgrid configuration.

Task 3B – Develop 30% Conceptual Design – Selected Microgrid Alternative

- Following concurrence by the Agency, the Consultant shall then advance the design of the preferred microgrid configuration to a 30% Conceptual Design level.
- 30% Conceptual Design level shall be presented in a summary report with a series of drawings, charts, figures, and/or tables suitable for preparation of applicable grant funding and budgetary development.

Task 4: PG&E Interconnection Strategy

- Lay out strategies and costs of where best to connect the new Monterey Microgrid with the PG&E utility grid system (for each of the three microgrid alternatives).
- Work with the Agency representatives and PG&E to estimate the cost and timing for getting through the PG&E Interconnection planning, design and approvals process. Identify applicable CPUC and/or utility policies to be addressed and identify how they will be addressed. As one example, Electric Rule 21 for Interconnections. Electric Rule 21 is a tariff that describes the interconnection, operating and metering requirements for generation facilities to be connected to a utility’s distribution system. The tariff provides customers wishing to install generating or storage facilities on their premises with

access to the electric grid while protecting the safety and reliability of the distribution and transmission systems at the local and system levels. Another example is the Wholesale Distribution Tariff for generation assets subject to FERC regulation. A third example is PG&E's new Community Microgrid Enablement Program, which provides a pathway for partnering with PG&E for implementing a microgrid using a section of PG&E's distribution grid.

Task 5: Economic Justification Feasibility Analysis

Task 5A – Conceptual Economic Characterizations

- For each organics to energy technology process and microgrid configuration selected, prepare a conceptual, 'high level' financial characterization that generally identifies estimated capital costs of infrastructure development, financing costs, estimated capital funds expenditure schedule (by project phase if a phasing plan is developed), estimated utility expenses, estimated power generation revenues, estimated operations and maintenance costs, and estimated annual utility savings and/or market revenues.
- Develop a hierarchy of highest return when selling excess power (i.e., customers on the same distribution, CCA's, PG&E (either electric or gas), or others).
- Identify funding opportunities that are open to one or the other public agency, or both, for both the organics to energy or renewable energy opportunities and the Monterey Microgrid Project including but not limited to: 3CE, PG&E, CPUC, Monterey Bay Air Resources Board; as well as state and federal agencies such as CEC, CalRecycle, CARB, U.S. DOE, U.S. Bureau of Reclamation WaterSmart Program, etc.
- Recommend a preferred microgrid project configuration alternative that best fits economic, technical, regulatory, and environmental project goals or requirements.

Task 5B – 30% Design Level Economic Analysis

- Develop a 20-year financial plan proforma associated with the selected 30% Design level alternative that reflects estimated capital costs of the distributed energy assets, financing costs, estimated expenditure phasing schedule, estimated utility expenses, estimated operations and maintenance costs, and estimated annual utility savings and/or market revenues.

Task 6: Project Delivery Method

- Lay out the alternative approaches for project delivery that the public agencies can choose from that include alternatives ranging from i) traditional public agency design, build, operate all the way to ii) a tailored public-private-partnership likely using private financing mixed with public financing and grants.
 - ✓ Describe the pros and cons of each project delivery approach.
 - ✓ Illustrate the schedules of each project delivery approach.
 - ✓ Make recommendation on project delivery method.

Task 7: Reports and Presentations

- Summarize the feasibility analysis in an easy-to-read technical report with an Executive Summary section as well as generate, and be prepared to present, a power point presentation suitable for the Board of Directors to make decisions from.
 - ✓ Allow for at least two iterations of drafts with Agency staff.

Task 8: Schedule and Budget

- Provide a consultant services budget that includes all assumptions made for this RFQ/RFP (this is very important to make certain that any changed conditions creating additional work can be negotiated with the understanding of baseline assumptions).
- Generate a timeline for the work in this RFQ/RFP with the list of assumptions related to setting meetings, allowing for adequate staff time for reviews and completing all work.

Task 9: Overall Master Plan Preferred Project

- Incorporate the findings of the O2E and microgrid feasibility studies to define the preferred projects and an overall master plan for the preferred project approach.
- Define the various technical, operational, financial/economic, social, and environmental attributes of the projects in the master plan approach.
- Develop an overall project delivery plan for the selected elements from the feasibility studies.
- Develop an overall project schedule based on the recommended projects determined from the feasibility studies scope of work. The implementation of this project may occur in phases if that makes the most sense. Present the phasing plan.

Timing

The following table identifies the estimated dates/time frame for receipt, evaluation, and award of this work. Please note the following key dates when preparing your response to this RFQ/RFP.

Milestones	Dates
Advertise Request for Qualifications/Proposals	June 21, 2022
Mandatory Pre-Proposal Meeting	July 7, 2022, at 11AM
Final Date for Clarification Questions	July 11, 2022, at 3:30 PM
RFQ/RFP Deadline – Due date/time	August 1, 2022, at 3:30 PM
In Person Interviews - Top Firms (if necessary)	August 17, 2022 (Morning)
Contract Award(s) – Boards Approval	Sept 23 and Sept 26, 2022
Contract(s) Commencement	Oct 3, 2022

Funding Requirements

A. The Project is anticipated to be funded with one or more of the following funding sources: U.S. Environmental Protection Agency (EPA) Assistance agreement; must conform to applicable federal law and federal procurement standards (2 CFR 200) additional federal and state funding source provisions (“Funding Source Requirements”) applicable to the Project are set forth in Exhibit “F” of the Agreement

included as part of this RFP. Respondent is expected to familiarize itself with the Funding Source Requirements.

B. Respondents must be registered in the governmentwide System for Award Management (SAM).

Submission Requirements

Proposals must be prepared simply and economically, providing a straightforward, concise description of the methodology and approach utilized to satisfy the requirements of this solicitation.

Firms wishing to be considered for this project must agree to sign a Professional Services Agreement (Attachment F) with the Agency and submit the following:

Qualifications and Technical Proposals

1. Relevant experience of the firm and of the key individuals who will be assigned to the project. Please include a paragraph describing qualifications, skills, and experience for each key individual who will be participating on this assignment. Provide a summary of the firm's qualifications and experience in the field and for similar scopes of work. The qualifications and technical proposals shall be submitted as a separate appropriately named "**Qualifications and Technical Proposals**" document (electronically through Procore).
2. Please provide information on the qualifications the subconsultant company and of key staff members of all subconsultants proposed for your project team (if any). Include the scope of services each subconsultant will provide.
3. The Applicant shall provide a detailed Scope of Work describing the methodology, techniques, and procedures for each of the scope of work items listed above. Please address your firm's availability to undertake the project for which you are requesting consideration, keeping in mind the other workload in your office. The Agency recognizes the complexity of the existing infrastructure, the associated operational practices that exist, and the variety of waste and waste byproducts managed by the facilities. It is in that mix that the business opportunities exist for one or both facilities and the reasons why the two owners have partnered to pursue the feasibility study for the 'highest and best' uses of the wastes and waste byproducts and a microgrid. Thus, the Agency encourages the consultant or consultant team to approach the feasibility with their skills and creativity to identify those options and alternatives that contribute to achieving the Agency goals of operational and financial reliability and sustainability for themselves, their rate payers, and the communities that are served. The Agency encourages the consultant or consultant team to prepare their proposals such that it illustrates their knowledge and creativity in the description of their services for this feasibility study. The information provided herein by the Agency is intended to identify the facilities and waste and waste byproducts that are present but not to define a specific approach. The Agency encourages the consultant or consultant team to recognize the opportunities that are inherent in the facilities and waste and waste byproducts that are present, and to incorporate that into their description of their understanding of the feasibility study scope and their strategy of the project approach. The Agency encourages the consultant or consultant team to identify options and alternatives that may not have been referenced in this RFQ/RFP document which will contribute to the goals of operational efficiencies, reliability, and sustainability.

Fee Proposal

1. The fee for the project shall be proposed as a not-to-exceed fee broken out for each separate task item. The fee is to be based upon the hourly wages to be included in

Consultant's proposal and related expenses incurred to accomplish the work. The Fee Proposal shall be submitted as a separate appropriately named "**Fee Proposal**" document (electronically through Procore).

2. Unanticipated requirements: Provide an hourly rate for each category of employee (i.e., principal, project manager, etc.) and fee for related support costs (mileage, blueprint, reproduction, etc.). Also include a breakdown showing a typical "per meeting cost", assuming a project manager for a half day, with meeting minutes and other associated costs, such as travel expenses.
3. The fees shall include all expenses other than duplication of documents. The Agency will not pay an extra amount for out-of-pocket costs for travel, lodging, telephones, etc.

Rate Schedule

1. Provide hourly rate schedules for each category of employee and unit rates for related support costs (mileage, reproduction, etc.). Please provide this information for the prime proposer firm and all subconsultants. Rate schedules and other cost information shall be submitted as a separate appropriately named "**Rate Schedules**" document (electronically through Procore).

Procedures and Evaluation of Proposals

A. Procedures

1. At the completion of the review process, proposers will be ranked based on the criteria described below and the most highly qualified firms will form a "short list." Please note that up to three "short lists" may be developed, one for each of the three Feasibility Study areas. This RFQ/RFP solicitation has been structured in such a way that it has the potential to result in the selection of more than one contract award for the feasibility studies however, if determined to be appropriate, the Agency may decide to select one proposal if that proposal is highest ranked.
2. Those on the "short list" will formally present their proposals to the agencies via Microsoft Teams and respond to interviewer questions – interviews are tentatively scheduled for the morning of August 17, 2022. The interview panel will be the evaluation committee. The presentation and interview session will not exceed two hours per firm. No proposer shall be entitled to or otherwise guaranteed an interview with the Agency. The Agency reserves the right to reject any and all proposals received.
3. Following presentation/interviews, the evaluation committee will complete its final ranking of ea. At that time, price negotiations will commence with the highest ranked technical proposer. If these fees are mutually agreed to after negotiations, then that firm will be referred to the Board. If no agreement can be reached as to price, then the first ranked firm will be excused, and the second ranked firm will be asked to begin the negotiation process. This procedure will be followed until a firm is selected. Please note that this process will be utilized for each of the three main areas of this feasibility study and could result in the selection ranging from only one firm to as many as three firms.
4. Following successful negotiations, the contract(s) will be referred to the Agency's Board of Directors for their approvals.

5. The Agency reserves the right to reject any and all proposals and to reissue its request for proposals. The Agency reserves the right to cancel the project at any point and pay the Consultant only for costs incurred to that point and for work completed which is usable by the Agency as determined by the Agency.

B. Evaluation Criteria

An evaluation committee of Agency staff personnel will review and evaluate technical proposals using the following criteria:

Criteria	Available Points
Understanding of Feasibility Study Scope of Work Based on the information provided in the RFQ/RFP, does the proposer understand the feasibility study projects and scope.	25
Relevant Experience Cite specific projects of a similar nature to the projects described herein which you have completed. Cite relevant qualifications of staff. List contacts at each project.	25
Management Plan Methods of project management, including project communication, schedule and budget control, and quality assurance and quality control.	15
Organization Are the qualifications of the firm’s personnel and subconsultant personnel suitable for the project; and does the firm’s organizational structure show sufficient depth for its present workload?	25
References List three (3) former municipal (preferred) or private clients for whom comparable services have been performed within the last five years. Include the name, mailing address, and telephone number of each client’s principal representative.	10
TOTAL POSSIBLE POINTS	100

GENERAL INFORMATION

A. Form of Contract

The successful proposer will be required to execute a contract upon approval of both agencies. It may require mutually agreed upon alterations to make it suitable for this project and the proposer shall submit requested alterations with their proposal. Please note standard of practice requirements for insurance will be included. The contract will generally call for deliverables as noted above and defined in greater detail in the proposal.

B. General Provisions

1. Proposers are encouraged to review this RFQ/RFP carefully in its entirety prior to preparation of the proposal. Agency reserves the right to verify all information submitted in a proposal.

2. Waiver of Irregularities – Agency reserves the right to waive any informalities or irregularities in this RFQ/RFP process, or in any proposal.
3. Addenda – The Agency reserves the right to revise the RFQ/RFP documents. Any changes to the requirements will be made by written addenda to this RFQ/RFP. Failure to acknowledge all posted addenda may cause a proposal to be deemed non-responsive to this RFQ/RFP and be rejected without further evaluation.
4. No Commitment to Award – Issuance of this RFQ/RFP and receipt of proposals does not commit Agency to award a contract. Agency expressly reserves the right to postpone the RFQ/RFP process for its own convenience, to accept or reject any or all proposals received in response to this RFQ/RFP, to award all or a portion of the proposed scope of work, or to cancel all or part of this RFQ/RFP.
5. Amendments to Proposals – No amendment, addendum, or modification will be accepted after the deadline stated herein for receiving proposals. Proposer may modify or amend its proposal only if Agency receives the amendment prior to the deadline stated herein for receiving proposals.
6. Non-Responsive Proposals – A proposal may be considered non-responsive if conditional, incomplete, or if it contains alterations of form, additions not called for, or other irregularities that may constitute a material change to the proposal.
7. Late Proposals – Agency will not be responsible for proposals that are delinquent, lost, incorrectly marked, sent to an address other than that given herein, or sent by mail or courier service.
8. Costs for Preparing – Agency will not compensate any proposer for the cost of preparing any proposal, and all materials submitted with a proposal shall become the property of Agency. Agency may retain all proposals submitted and may use any idea in a proposal regardless of whether that proposal is selected.
9. Alternative Proposals – Only one final proposal is to be submitted by each proposer. Multiple proposals will result in rejection of all proposals submitted by the proposer.
10. Public Documents – All proposals shall be available for public inspection at the conclusion of the selection process.
11. No Exceptions – Submission of a proposal constitutes acceptance by proposer of the conditions contained in this RFQ/RFP and the Professional Services Agreement, should proposer be selected. If alterations to conditions are desired, proposer shall submit those with their proposal.
12. The Agency reserves the right to award subsequent contracts for additional work to the selected Consultant (if a selection is made).

C. Insurance Requirements

The applicable insurance requirements are described in Exhibit “E” of the Professional Services Agreement, attached hereto as Attachment “1.” By submitting a Proposal, Respondent acknowledges that it has reviewed the insurance provisions and takes no exceptions to this language. The successful Respondent shall submit all required proof of insurance forms prior to issuance of a Notice to Proceed.

Attachments

- A. Existing Operations Snapshot
- B. Table of Waste Feedstocks and Waste Byproducts
- C. USEPA Grant #EPA-OLEM-ORCR-21-02 Work Plan
- D. Monterey Microgrid Project – Conceptual Vision Summary Sheet
- E. Existing Operations Data
- F. Professional Services Agreement