

Addendum #1



Project Information

Project Name: Citywide Electric Vehicle and Alternative Fuel Plan

RFQ Number: F24-11-097

Date: November 20, 2024

Project Manager: Will Jones

Addendum Questions

Question #1 Does the City have a budget for the full plan

Answer That information will not be shared at this time.

Question #2 What is the schedule for releasing the full plan following acceptance of the proposer's qualifications?

Answer The purpose of this RFQ is to develop the plan.

Question #3 Will delivery of this consultancy and plan scope of work prevent future participation in the delivery / construction phase of this program?

Answer No.

Question #4 What is the timing and estimated total value of this infrastructure investment?

Answer That will be an outcome of the plan.

Question #5 The instructions regarding the "Company and Personnel Qualifications" section indicate that the respondent should include "amount of time each is expected to spend on the project". Can you clarify how the amount of time should be quantified (ie, percentage of availability, hours, etc.?)

Answer This is up to the offeror; however, typically we see this as a percentage.

Question #6 Are respondents required to submit billing rates as part of the response? Billing Rates are not included under the "Response Format" section, but are referenced in "Section IV. Evaluation and Award" under Section B. Any clarification you can provide will be helpful.

Answer Yes. Hourly billing rates should be included for staff and/or positions should be included.

Question #7 Can you confirm that the City plans to negotiate a final price with the most qualified bidder once said bidder is selected?

Answer Yes, that will be part of the negotiation/contracting process.

Question #8	Section III, Item J states that proposals will be open for public inspection following contract award, and that “neither a qualification in its entirety, nor billing rates will be considered confidential/proprietary.” Can you clarify whether Billing Rates will be treated as confidential if they are marked as such
Answer	Yes, they will be treated as such.
Question #9	What is the total budget for the project?
Answer	That information will not be shared at this time.
Question #10	Is this funded from a state or other grant with reporting requirements or project milestones we should be aware of?
Answer	Funded from local dollars.
Question #11	What is the expected timeline (e.g. when do you anticipate the project kickoff and the delivery of the final plan)?
Answer	We expect the project to kick off in January with completion sometime mid-year.
Question #12	Is the city’s fleet transition to be considered as part of this plan?
Answer	Please reference the answer to Question 15.
Question #13	Has the city engaged Xcel Energy about available programs yet, and if so, how far along in the process is the partnership?
Answer	The City has partnered with Xcel Energy in the past on evaluating the City owned fleet; however, we expect that both Xcel and PVREA will be partners in this planning effort.
Question #14	Does the City have an anticipated project completion date?
Answer	The city expects the project to be completed within approximately 6 months from contracting.
Question #15	Does this EV and Alternative Fuels plan encompass the needs of City owned fleet vehicles and the public, or just the public?
Answer	The focus should be primarily on the public; however, efforts to align city owned fleet will also be taken into account.
Question #16	Since the RFP requires a phased development plan, does this mean the City is considering owning and operating the EV charging infrastructure and business? Or is the phase plan intended to inform charge point developers?
Answer	In alignment with the Mobility Development Plan, slated to be adopted in early 2025, and the adopted Greeleyon the go Transportation Master Plan, we expect there to be a mixture of both.