

ADDENDUM NO. 1

TO: All Vendors

FROM: Jason McGarry, Procurement/Contracts Administrator

SUBJECT: COG2024-04 – Regional Comprehensive Climate Action Plan

DATE: October 25, 2024

This Addendum No. 1 modifies the Request for Qualifications (RFQ) only in the manner and to the extent as stated herein.

QUESTIONS AND ANSWERS

- 1) Did BCDCOG complete a Priority Climate Action Plan through the CPRG program? If so, where can it be viewed because it does not appear to be in the EPA's list of Priority Climate Action Plans here: <https://www.epa.gov/inflation-reduction-act/priority-climate-action-plans-states-msas-tribes-and-territories>.**
 - a. We did not have to complete a PCAP, EPA's grant to BCDCOG was awarded to develop a CCAP within months of the deadline for submittal of PCAP .

- 2) Given that the Charleston County GHG inventory was conducted for 2020, an abnormal year due to Covid-19, what year is BCDCOG interested in using for the updated GHG inventory?**
 - a. The selected consultant team, together with the BCDCOG staff and stakeholder advisory committee, will be responsible for identifying and setting a base year that can show accurate emissions for the region.

- 3) Do you anticipate being able to collect electricity and natural gas usage data from utilities to inform the greenhouse gas emissions inventory and reduction calculations? If so, do you expect this data to distinguish electricity use between buildings, streetlights, traffic signal, etc., given that these sources have been identified as two different sectors in the RFQ description of the regional inventory?**
 - a. It is anticipated that usage data will be collected from utilities since it is a major emission source and will play a big role in the emissions reduction goals and strategies of the plan. The inventory for these emissions should be distinguished between Emissions by Sector, and Source, to get precise usage inventory that can help set robust and achievable reduction goals.

- 4) We understand that most MSAs received \$1,000,000 for the PCAP, CCAP, and Status Report through the CPRG – what is the budget range for this project?**
 - a. BCDCOG was awarded \$1,000,000 for planning activities of the CCAP and the Status report, for which the grant covers grant administration, staff travel, and contractual costs so less than 100% of the grant is available for contractual services.

- 5) Can additional staff resumes appear in an appendix that does not count toward the page count?**

- a. Yes
- 6) **The SF 330 is typically used for federal submittals. Would the BCDCOG consider waiving the SF 330 form and allowing responders to submit additional project and staff member qualifications that is relevant to the proposed project?**
- a. As this is a federal grant; SF330 form is required.
- 7) **Are the required forms included in the page count?**
- a. No.
- 8) **The RFQ states that proposals must be mailed. May they be hand delivered to the 5790 Casper Padgett Way address?**
- a. Yes.
- 9) **The evaluation criteria mention an SCDOT DBE designation. Can it be an state DBE/WBE/MBE designation in the state of South Carolina not necessarily one sanctioned or given by the SCDOT?**
- a. Yes.
- 10) **Will a pre-proposal meeting be held for the project?**
- a. No.
- 11) **Does the BCDCOG have desired timelines for the individual tasks?**
- a. Most tasks are laid out so that they advance consecutively, with some overlap, but so that they will feed into the final plan, which is to be completed within 12-18 months of notice to proceed.
- 12) **Did the region develop a Priority Climate Action Plan, and if so, could a copy be shared?**
- a. We did not have to complete a PCAP, EPA's grant to BCDCOG was awarded to develop a CCAP within months of the deadline for submittal of PCAP.
- 13) **Do you expect the majority of engagement events to be in person? Will the 20 stakeholder committee meetings be in-person or virtual?**
- a. Yes, the majority of engagement activities will be in person, with a virtual option for attendees.
- 14) **Besides the stakeholder committee meetings, are you interested in the consultant attending and facilitating all engagement activities or just developing the engagement strategy, schedule and plan?**
- a. The consultant will need to be prepared to provide an integral role in the engagement activities, including attendance, collaboration with staff, and facilitation of the meetings/activities.
- 15) **What is the BCD's relationship with the community at this time? Are they communicating regularly with the community to provide awareness of the topic or will the consultants need to build trust, relationships, and awareness with the community?**
- a. BCDCOG serves a tri-county region, and the scale of awareness varies for each county - thus there will need to be an educational component baked into all discussions/engagement activities.

16) How has each county supported the work over the past few years? Wins to share with the community for proof of investment.

- a. The City of Charleston and Charleston County have each created their own climate action plans and are more aware of the topic/need than the other two counties and associated jurisdictions.

All Firms shall acknowledge receipt of Addendum No. 1 in the space provided below and return with their proposal. Failure to do so will subject the proposal to rejection.

Authorized Signature

Company Name

Date