

**Illinois Power Agency
20-RFP-01**

Procurement Planning Consultant

Responses to Offeror Questions

December 10, 2019

- 1. Is there a contractor or contractors currently performing similar services for the IPA and if so, what is the nature and cost of those services and will the contractor(s) be required to respond to the RFP?**

Yes, there is a contractor (Levitan and Associates) currently performing the services of the Procurement Planning Consultant. The services provided by the Procurement Planning Consultant are invoiced on a time and material basis, not to exceed a specified amount based upon Task Orders authorized by the Agency. The scope of work contained in the RFP (other than the section on capacity procurement planning that may be required through potential future legislation) is generally consistent with the work conducted by the Planning Consultant in recent years. Over the past five years, annual expenditures by the Agency on Procurement Planning Consultant services has averaged about \$320,000 and ranged from about \$100,000 to about \$750,000 (the higher number reflects increased activities related to the implementation of Public Act 99-0906, including the development of the Initial Long-Term Renewable Resources Procurement Plan and the Zero Emissions Standard Procurement Plan).

The current Planning Consultant was invited to respond to the RFP, but is not required to respond.

- 2. Section I.10 Awards and Section I.15 state that the Agency may select and contract with multiple Offerors (use of the term Offeror(s)). Also, it appears that an Offeror must propose to perform the entire scope of work because there are no statements indicating that proposing to perform only portions of the scope is acceptable. This implies that the Agency can choose to split the scope of work between two Offerors. Does the Agency reserve the right to split the scope of work between multiple Offerors and if so, on what basis would the split be determined (for example on points awarded for each area) and when would the split be determined within the Timeline shown in Section I.18?**

While it is unlikely that the Agency will retain multiple Procurement Planning Consultants, the Agency may choose to contract with more than one Procurement Planning Consultant. The Agency has not determined whether multiple Procurement Planning Consultants will be retained nor how the work would be allocated to each consultant. Offerors should submit proposals that encompass the entire scope of work described in the RFP.

- 3. It appears that the RFP does not prohibit cooperation between Qualified Offerors. May a Qualified Offeror propose to team or subcontract with another Qualified Offeror and if so, may we receive contact information for the Qualified Offerors?**

Subcontractors are allowed (Section I.17). An Offeror may propose to team with another Qualified Offeror (or a BEP certified vendor) as a prime contractor or as a subcontractor; this would not prohibit the Offeror from also submitting a stand-alone proposal, but any Offeror so doing should be mindful of prohibitions against collusion in public procurement processes.

As the IPA has already announced the names of the firms invited to respond to the RFP, the Agency does not believe that disclosing the contact information for the specific contacts for those firms would frustrate its RFP process. Thus, in response to this request, below is the list of Qualified Offerors invited to respond to the RFP, including the names and professional email addresses for the primary contacts from each firm:

Black & Veatch, Paul D. Maxwell, MaxwellP@bv.com
 Levitan and Associates, John Bitler, jrb@levitan.com
 Charles River Associates, James McMahon, jmcmahon@crai.com
 London Economics, Gabriel Roumy, gabriel@londoneconomics.com
 PA Consulting Group, Jonathan Jacobs, Jonathan.Jacobs@PAConsulting.com
 FTI Consulting Inc., Matthew DeCoursey, Matthew.DeCoursey@fticonsulting.com

- 4. Section I.14 Interview/Presentation states that only those vendors invited to an interview or conference call will be considered for further evaluation and selection for contract award. Will there be a preliminary evaluation and ranking performed prior to the call based on the Elements of Responsibility in Section I.15 to down select a “shortlist” of Offers with results from the subsequent interviews/calls used to perform a final evaluation and selection, and if so, when would Offerors be notified of the preliminary ranking results and when would the subsequent interview/calls occur within the Timeline shown in Section I.18?**

The Agency plans to develop a shortlist of Offerors based on the Agency’s preliminary evaluation of Offerors’ entire proposals (and it is possible that all Offerors may be included on the shortlist). The Agency plans to invite shortlisted Offerors for an interview (in-person or conference call) in early 2020, likely sometime in February.

- 5. Section I.16 Minorities, Females, and Persons with Disabilities Participation and Utilization Plan states the utilization goal is 5% of the contract amount and is based on the availability of certified vendors under the Illinois Business Enterprise Program (BEP) as direct subcontractors. Is participation limited to vendors that are certified under BEP as Minority Business Enterprise (MBE), Persons with Disability Business Enterprise (PBE), Women Business Enterprise (WBE) or Women/Minority Business Enterprise (WMBE), excluding those with only Service Disabled Veteran Owned Small Business (SDVOSB), Sheltered Workshop (SWS), Veteran Owned Small Business (VOSB) certifications?**

Yes.

- 6. Section 3 Pricing Proposal states that price quotes shall be firm, but also states that the prices will form the basis for negotiation of a final contract. Also, Section 3.6. Type of Pricing states that pricing pursuant to the Solicitation and subsequent contract is estimated. May price quotes be non-firm price estimates?**

Price quotes are firm in the sense that they represent a not to exceed price being submitted by the Offeror. As stated in the RFP, each price quote should reflect the Offeror's proposed solution based upon expected hours, hourly rates, and out of pocket costs. However, prior to finalizing the contract and prior to issuing a task order under that contract, the Agency may choose to refine the scope of work and/or deliverable schedule; at that time, the price would no longer be firm. The Offeror's price quote would then form the starting point for negotiation of the final price which would reflect a maximum contract value for the term of the contract

- 7. Sections 3.1, 3.2 and 3.3 concern pricing proposals for updates to the most recent Electricity Procurement Plan, the Long-Term Renewable Resources Procurement Plan and the Zero Emission Standard Payment Calculation Notice respectively. For the purpose of better understanding the scope of work and submission of more precise proposals, may we receive a link to the underlying work files for each plan and notice, including items such as spreadsheets, source documents, model results, meeting notes and other information?**

No. Each offeror is expected to propose its own solutions and associated list the assumptions. Source data for procurement plans is included as appendices to each plan.

- 8. The Pricing Workbook provides Agency estimates of the amount of labor hours required for each major work scope item, but not for out of pocket costs. Considering that travel will likely be the largest out of pocket cost and must be included in the quoted prices, can the Agency provide estimates for the number and duration of meetings, hearings and other events for each major work scope item that will require physical presence at the Agency offices?**

No. Each Offeror is expected to list assumptions associated with its proposed solutions. In recent years, the incumbent Procurement Planning Consultant has not had any travel associated with the development of the annual Electricity Procurement Plan, but has attended multiple workshops associated with the development of the biennial Long-Term Renewable Resources Procurement Plan. The regulatory approval processes for Agency procurement plans before the Illinois Commerce Commission have historically not required any in-person commitments.