

No.	Comment	CSD Response to Comment
<b>Allocations / Contracting</b>		
1.1	Will the funds be allocated according to the number of the census tracts in each county?	No. Each region received a base funding level (\$2.5M) and the remaining EE sum (\$22.1M) is proportionally allocated based on US Census data for poverty population in each region. The solar PV allocation is based on installing solar in a percentage of the projected number of EE units in each region.
1.2	Will the RA have the ability to modify the allocation between counties?	Allocations are based on region. RA’s have the ability to determine the apportionment of LIWP funds to counties within an assigned region.
1.3	Page 8 states CSD may, at its sole discretion augment or extend the contract of a provider. Suggest such augmentation and extension take into consideration and be based on performance.	CSD agrees. The RFP indicates that performance will be a factor in determining any future contract extensions or funding augmentations.
1.4	The Draft RFP should include some analysis of the market potential in each region that shows that the allocations are reasonable or at least based on some review of available data regarding need and previous service through other similar programs.	Market analysis is the responsibility of the proposers and should inform the proposal to serve the region or targeted areas within the region.
1.5	The future LIWP program appears to be based solely on service to a region without regard to specific DAC census tract or even county level need. The Draft RFP should require potential bidders to provide some indication that there will be a prioritization of services based on specific local needs.	<p>CSD considers all DACs within an established region to be potential targets for Energy Efficiency and Renewable Energy.</p> <p>CSD has provided respondents the opportunity to research, identify, prioritize and target specific DACs within their region based on their own regional knowledge and devised plan. This offers maximum flexibility to respondents to meet the goals of LIWP and effectively serve residents within these areas.</p>
<b>Eligibility</b>		
2.1	Income qualification of household: If there is more than one family living in a home do they comprise a single-household?	<p>A household for the purposes of LIWP is defined as a group of individuals living together.</p> <p>CSD will release an eligibility guidelines document that will clarify income documentation needed to qualify a household.</p>
2.2	Under the “Neighborhood Eligibility” approach will the assessor/crew be able to assess and install the Basic LIWP Package. If the dwelling does not qualify for the Enhanced	Yes.

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	LIWP Package it would be a total waste of funds to send a crew later to install the Basic LIWP Package (e.g. one aerator and one LED light)	
2.3	Page 13 - #3 Household Eligibility & Customer Education: clarify how eligibility will be determined. The way it reads now is contradicting because it states that “using eligibility guidelines provided by CSD, the RA shall establish household eligibility for LIWP measures and collect and retain all required income verification and other eligibility documentation	CSD will provide an Eligibility Guidelines document that will include all requirements necessary to establish Categorical Eligibility and Household Income Qualifications.  RFP has been modified to state “using eligibility guidelines provided by CSD, the RA shall <del>establish</del> <b>verify</b> household eligibility”
2.4	Under the list of categorical programs the list includes Tribal Head Start, but does not list either Head Start or Early Head Start. We recommend that they be added, as well as, clients that receive USDA food distribution, which may be broader than just SNAP households. Also, housing that receives housing subsidies where residents are still responsible for their utility bills	Recommend no change - In introducing Categorical Eligibility, CSD has looked to replicate eligibility as adopted by the CPUC in Decision 06-12-038 and modified in Decision 08-11-031 and 12-08-044 for the large investor-owned utilities’ Low Income Energy Efficiency (LIEE) and California Alternate Rates for Energy (CARE) programs  At this time the department is not inclined to make additional changes to categorically eligible programs.
2.5	The Draft RFP should allow neighborhood eligibility criteria for all measures in my region.	While CSD acknowledges that climate investments are targeted to DAC, LIWP in particular maintains a focus on providing services to low income households. Therefore, CSD must maintain practices and standards of verification to ensure that recipients are indeed low income.
2.6	Page 17 - Household Program Eligibility: Will CSD adopt CalEnviroScreen 3.0 when it comes out to identify DACs?	CalEnviroScreen 3.0 is currently undergoing review through a process established by the ARB and CalEPA. It is our understanding that funds currently distributed through the 2016-17 funding cycle will continue to use CES 2.0, while future allocations starting with the 2017-18 funding cycle will utilize CES 3.0.
2.7	In the stakeholder presentations, CSD has made clear that one of the goals of LIWP is the ability to leverage complementary programs such as ESA, LIHEAP, SASH, CSI-Thermal and other utility and local government rebates. To this end, CSD has established multiple income qualification paths that align with other program guidelines, including basing the categorical enrollment eligibility on ESA	CSD agrees. ESA was left off the original list as an oversight and will be added. CSD will need to establish a timeframe for ESAP documentation acceptance. Documentation guidelines for verifying ESA participation will be clarified in forthcoming Eligibility Guidelines document.

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	<p>Program guidelines. Therefore, in addition to the stated categorical eligibility guidelines, we recommend the inclusion of ESA Program participation as a categorical qualifier. This addition would simplify the intake process for customers who already provide income documents for the ESA Program, and would facilitate a more cost-effective means for marketing LIWP through the ESA contractor network.</p>	
<b>Measure Installation</b>		
3.1	<p>If a measure is needed (either not functioning or never installed), should there be restriction limiting re-weatherization to homes that have been weatherized within the past 2 years? Why not 5 years? Should there be any restriction at all?</p>	<p>LIWP does not have any restrictions on serving previously weatherized dwellings. All feasible and cost effective measures should be installed in qualified homes. However it should be noted that LIWP measures are to be installed in accordance with established Measure Standards in the Bidder's Library.</p>
3.2	<p>Owners of rental properties will be required to certify that rent will not increase for a period of two years. Do the assessors need to get that certification from the rental property owner (who may not be available) to install a couple of aerators?</p>	<p>When installing the Basic Measure Package in a rental unit, RA may obtain owner permission for installation through a means other than owner signature on the CSD 515. It is the RA's responsibility to ensure measures are installed correctly. A 2-yr. rent restriction requirement does not apply to homes receiving the Basic Measure Package.</p> <p>If Enhanced Measures (with or without audit) are installed in a rental unit, RAs must ensure that the CSD 515 is completed by the owner. A 2-yr. rent restriction does apply in this case.</p>
3.3	<p>When will the LIWP WIS and Field Guide be available? Will the WIS Committee be given an opportunity to review and make positive recommendations?</p>	<p>The measure standards that were posted with the Draft RFP are the only standards that will be available.</p> <p>The WIS committee is exclusive to the LIHEAP and DOE weatherization network and will not be reviewing standards for the LIWP program.</p>
3.4	<p>Page 14 – Warranty of Supplies, Equipment &amp; Workmanship: Previous CSD RFPs state, "A warranty must be provided on materials and labor for a period of twelve (12) months from the date of acceptance of work (the work has passed inspection)</p>	<p>All manufacturer and installation warranty requirements will be included in the individual LIWP Measure Standards and General Installation Guidelines in the Bidder's Library.</p>

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3.5	Page 18 - Approved Measures: Is there a percentage of how many customers must be served within each eligibility category?	No, there is no specified percentage by eligibility category. However, CSD expects that each home occupied by qualified residents will be assessed for and receive all feasible, cost-effective measures based on the households eligibility status as defined on RFP pages 17-20.
3.6	Will the LIWP forms be the same as the current CSD forms/contractors equivalent?	No. The required / mandated forms are posted in the Bidder's Library. The mandated forms are posted in draft form in the Bidder's library. These forms are subject to modification during the bid process.
3.7	The scope and scale of measures are limited. Only standard energy efficiency measures are included in the program. Lower income people may never be able to afford otherwise and expand the types of measures to allow deeper savings. The Draft RFP should include expanded measures to achieve greater levels of GHGR and energy efficiency.	CSD strives to offer a full range of cost-effective measures assessed as outlined in the Quantification Methodology, but welcomes input on specific measures to be evaluated for implementation.
3.8	Please confirm that utility bills are only needed for solar installations	Utility bills will be needed to assess and size for solar PV. For EE measures, utility bills are required in order to establish the customer utility accounts for historic and future usage tracking.
3.9	<p>There is reference to an auditing tool that CSD will develop; is there any information on the specs? Can we make suggestions? This will be important when developing our database.</p> <p>Is A SIR of 1.0 required for audited measures using Snuggpro/ CAKE? Is this SIR at the measure level or package level?</p>	<p>CSD will procure and utilize one of the Energy Upgrade California-approved auditing tools. Currently those tools are identified as either SnuggPro or CAKE. CSD will announce the designated tool shortly.</p> <p>Utilizing CSD's procured energy audit tool, LIWP will require the measure package to qualify with a Savings to Investment Ratio of 1.0 or higher.</p>
3.10	Page 14 - Section 2.E.5 – The section indicates a CSD form 540 must be completed on every home in which measures are installed. We recommend RA be allowed to develop an abbreviated assessment form for non-income eligible homes in Neighborhood census tracts that are eligible for basic measure package.	With the exception of the CAS form, all forms are standardized. An abbreviated form (CDS 540L-B) has been developed specifically for those households who will receive only the basic measures package. The form documents the basic measures installed, acceptance of services and acknowledgement that services have been received.
3.11	What State/CSLB certifications (mandatory training) will be required for measure installations? This is important in determining training costs and ramp-up timelines.	No technical training will be required or offered for measure installation and diagnostic testing purposes. Bidder teams should have the expertise and certifications required based on the partnerships they form. CSD training for program management and/or policies and procedures will be the only training considered.

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<b>Bidding / Measure Costs</b>		
4.1	Time & material or set price per measure: <ul style="list-style-type: none"> <li>• If in-house crew perform the work, then time and material?</li> <li>• If Sub-contractors perform the work, then set maximum?</li> </ul>	RA respondents will estimate the set cost of the measure for installation across all homes. All costs required to install a measure should be included in the measure's fixed cost.
4.2	If it is a set price per measure, will the difference in price to cost be considered excess revenue or unrestricted funds?	A measure's fixed cost is the price set for reimbursement regardless of the actual cost (labor, hours, material, etc.) required for delivery of that measure.
4.3	Is there a requirement to develop an energy/carbon reduction education, not just an explanation of services?  If yes, is it considered a measure for compensation?	Energy education objectives are two-fold: <ol style="list-style-type: none"> <li>1. To ensure that customers are properly educated on the use of the new Energy Efficiency and Solar PV measures installed on their home.</li> <li>2. Providing general tips to ensure wise energy use.</li> </ol> All costs should be included as part of total measure fixed costs.
<b>Reporting</b>		
5.1	Will agencies that are working together with different front end systems need to submit to EARS individually or will this be left to the RA to submit one report?	RA's will be responsible for submitting EARS reports to CSD for all subcontractor work completed within their region.
5.2	The Draft RFP should include the specific data collection and reporting elements that will be required.	CSD has included a list of data reporting fields in two separate documents within the Bidder's library. One document provides an abbreviated list of fields (Interim Reporting Fields) that will be utilized at the contract start during the interim reporting period. A second more robust list of fields (Full List Reporting Fields) will be required for reporting after CSD's front-end system is procured and in place.
5.3	Page 16 – Reporting: Please provide screen shots of Expenditure Reporting System	CSD will provide a screenshot that will be placed in the Bidder's Library.
<b>Marketing</b>		
6.1	Page 26 – Marketing: Can we use existing marketing material as resources?	Yes, existing marketing materials may be used to support your approach to developing a customized regional marketing approach. CSD will also provide additional collateral material that identifies LIWP funding as part of California Climate Investments.
6.2	Marketing - Will CSD establish a statewide brand identity for LIWP, or should it be marketed under the CSD logo and brand?	LIWP should be marketed jointly under the CSD and California Climate Investments brands. CSD will provide additional collateral material that identifies LIWP funding as part of California Climate Investments.

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	And will CSD develop a statewide website to promote LIWP, or should the Regional Administrators create separate websites to drive leads to contractors?	RA's can create separate websites if desired, but the sites should link directly to CSD's LIWP website. CSD currently maintains a LIWP website presence as part of its main CSD website at the following link:  <a href="http://www.csd.ca.gov/LIWP.aspx">http://www.csd.ca.gov/LIWP.aspx</a>
<b>Workforce Development</b>		
7.1	Pg. 15: Unpaid employees: Given that this is publicly-funded program targeted to Disadvantaged Communities, we strongly suggest that all workers, interns, employees be paid at the minimum wage floor. Seems incongruous to work in, and hire people from the DAC, then ask some to volunteer their time. A competitive bid should not be enhanced by the use of unpaid volunteers.	CSD recognizes that there are multiple ways for bidders to incorporate workforce development into their proposals.  CSD's first choice will always be full-time employment with benefits and a career path. But, as the "Unpaid Employees" portion of the RFP states, such proposals would only be given points "when the bidder can demonstrate substantial workforce development outcomes. Substantial outcomes may include the acquisition of industry-recognized certifications or success in securing paid employment in the field. Bidders must provide a description of how their program provides training and career advancement opportunities for unpaid employees."
7.2	Are there any background check requirements for employees?	No. CSD does not require background checks.
<b>Bidding</b>		
8.1	Page 35: This statement is unclear: "The awarding department will grant small business a five percent (5%) Small Business preference on a bid evaluation when a responsible non-small business has submitted the lowest-priced, responsive bid pursuant to the evaluation of a solicitation method...."  Page 35-36: The language around preferences in general is very vague and it gives CSD the sole authority as to whether it grants a five percent preference and it allows for one organization to potentially receive multiple preferences, which could skew the results. The language around the preference for non-small businesses is also very vague.	The non-small business calculation preference of five percent (5%) is used for bid evaluation purposes only and applies only to the Admin and Marketing portion of the cost proposal. Awards made as a result of the NSB preferences shall be awarded at the Bidder's original bid price.

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8.2	<p>There is no mention of the amount of GHG reduction that is anticipated to be achieved by potential bidders. The RA will be ultimately accountable to CSD for meeting, and/or exceeding, the regional GHGR goals, yet no regional goals are considered.</p> <p>The Project Planning Tool should be available within the Draft RFP. It is an essential element and no potential bidder may reliably assess the risk involved without it.</p> <p>Alternatively, realistic GHGR regional goals and the data supporting those goals should be identified.</p>	<p>GHG reduction goals for awardees will be determined post-award utilizing a Project Planning Tool that evaluates projects, measure activities, climate zones, and measure financing strategies to calculate a projected GHG return for each region.</p> <p>A screenshot of the Project Planning Tool is included in the Bidder’s Library.</p>
8.3	<p>Cost Proposal Narrative and Budget Summaries - There are a number of potential economies of scale in the event that Administration multiple regions are awarded to a single bidding team. Those economies are contingent on CSD making a joint award. What is the best way to show pricing with and without those economies and how would this contingent pricing get evaluated in the cost proposal scoring?</p>	<p>Bidders should provide cost estimates for measures within each standalone region. Economies of scale will be developed during contract negotiations with the successful bidder.</p>
8.4	<p>The Budget Summary directly decreases the amount of the “Direct Program Installation Costs (i.e. Energy Efficiency and Solar Water Heating Measures)” for every dollar of “Program Support Costs” and “Marketing and Outreach Costs,” but does not decrease “Total Solar PV Installation Costs” at all. Energy Efficiency, Solar Water Heating Measures and Solar PV all benefit from Program Support Costs and Marketing and Outreach. The approach should be adjusted so that a percentage of these costs is deducted from all program areas rather than impacting disparately energy efficiency.</p>	<p>That is the intentional design of the budget structure for LIWP EE and Renewable Energy components.</p>

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8.5	Page 8 - Section C.1: Is there an Intent to Bid form and instructions?	<p>At this time, there is no Intent to Bid form—submitting an intent to bid is optional</p> <p>Optional Intent to Bid can be submitted by email to Sean Hammer at <a href="mailto:sean.hammer@csd.ca.gov">sean.hammer@csd.ca.gov</a> and should include the name of the organization and the regions for which it is intending to bid.</p>
<b>Legal</b>		
9.1	<p>In the RFP, I would suggest that the prime proposer/contractor in each region hold a B license for the following reasons:</p> <ul style="list-style-type: none"> <li>• If members of a team fall apart during the contract term a B license holder can still perform all aspects of WX, Solar Thermal and Solar PV</li> <li>• If a team is relying on one of their partners to hold the B license and that member is not a non-profit, CSD may need to directly contract with the entity holding the B license for insurance and bonding purposes.</li> <li>• Some proposers may want to bring a non-profit along with the sole purpose of using them to qualify their application and nothing more.</li> </ul>	<p>The RA may, but is not required to, hold a B license. The licensing requirement is that the entity that contracts with the property owner must be properly licensed. The RA may delegate that responsibility, as well as service delivery, to a contractor with the requisite license. The RA is responsible for ensuring the process is conducted in accordance with the CSD contract.</p>
9.2	<p>CSD’s LIWP Draft 2015-16 Single-Family Program Guidelines states under “Eligibility for Regional Administrators” that “a variety of organizational structures and legal and contracting relationships will be proposed by respondents, to include consortiums, various types of contracts, and cooperative agreements”, and that “the RFP will afford maximum flexibility and opportunities for innovation, consistent with applicable legal requirements, program goals and objectives, as well as with optimal service delivery mechanisms.</p> <p>” In order to achieve these goals and solicit the broadest range of potential partnerships, we strongly recommend that CSD’s final Solicitation</p>	<p>CSD acknowledges the need for varying organizational structures to administer LIWP funds; however CSD’s subvention contracts require that the prime contractor be a single nonprofit or governmental entity.</p>

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	offer the flexibility for bidders to propose partnerships of two non-profit or local government co-administrators.	
9.3	WE recommend allowing the Proposer be a California Liability Company, the sole members of which are two established California nonprofit corporations. Allowing for the adoption of these two scenarios will allow for the maximum flexibility desired to reach LIWP implementation goals.	Limited Liability Companies (LLC) are a separate legal entity, distinct from the partner members, and LLC's are not referenced in statute or regulations as qualified to enter into subvention agreements with CSD.
9.4	Other Comment - There is currently no minimum safety requirements (OSHA experience modifier) to be an administrator. Given the nature of the oversight the administrator is responsible for, consider placing some type of minimum safety requirements for any prime or subcontractor responsible regional administration.	All contractors and subcontractors are required to adhere to all applicable CalOSHA requirements. It is the responsibility of the Regional Administrator to determine how this will be accomplished.
<b>Program Integration</b>		
10.1	The Draft RFP ignores the need for coordination with existing similar programs in all census tracts. The Draft RFP should include an expectation of what coordination will take place in what potential bidders may be expected to deliver in this regard.	CSD recognizes the value that can be obtained through coordinating with existing energy efficiency and renewable energy (EE/RE) programs and encourages respondents to do so. However, the ultimate design of the respondent's regional approach is up to the bidding party.
10.2	CSD is moving LIWP from integration with the existing LIWP and DOE programs to a standalone offering. Customers in many census tracts will be faced now with trying to decipher whether there is greater benefit in accepting services from the CSD LIHEAP/DOE contractor or the CSD LIWP contractor or the IOU ESAP contractor with almost identical measures. The Draft RFP should include CSD's strategy for consumer confusion reduction and what potential bidders may be expected to deliver in implementing the strategy.	<p>CSD is aware that there are several competing weatherization / energy efficiency and renewable energy (EE/RE) programs available within each region. We recognize the value that coordination between programs can bring and encourage responding parties to do so.</p> <p>Once awards are made, CSD will have a better sense where potential conflicts might exist and will inform LIWP, LIHEAP and DOE service providers so that they might collaborate effectively and avoid service conflicts. Because LIWP RAs will be able to customize their approach to targeting DACs within much larger regions there is an opportunity to work with local EE/RE providers in order to avoid territorial issues.</p> <p>Additionally, because LIWP offers a higher income eligibility standard for service qualification (80% AMI) CSD believes that there is a new market of qualified low income customers not traditionally served by CSD's federal weatherization programs or the IOU's ESA program.</p>