

Workforce Education and Training Program Inclusion RFP

	Bidders' Questions	PG&E's Responses
1	Section 3.2.4 of the CES General Conditions states that all reimbursable expenses shall be billed at actual cost. Are bidders allowed to recover general and administrative fees in addition to the actual cost of reimbursable expenses and other direct costs (ODCs)?	General and administrative fees (mostly operating expenses such as rent, utilities, and insurance etc. not related to producing the goods or services) are not reimbursable.
2	What is the expected Contract Type? Time and Materials?	Time and Materials is the expected contract type.
3	What is the expected Period of Performance?	12 weeks from contract signature date.
4	Are there any directions for the technical proposal in terms of page length, font size, margins?	There are no formatting directions.
5	Do the General Provisions and Conditions in my companies current master agreement with PG&E, supersede those in this RFP?	If the master services agreement is current, then you can skip the review of the General Conditions posted for this RFP.
6	For Work Scope C, the next logical step after such a RFP is the actual implementation of a system and sometimes the contractor working on the requirements/recommendation phase (current RFP) is precluded from bidding on the implementation phase. Is that the case with this RFP?	The consultant working on the recommendation phase would be precluded from bidding on any future contract around system implementation.
7	Are you seeking a specific HR metric for Scopes B-D or desiring our recommendations regarding certain metrics we would use? If you would like us to use a specific HR metric, are you already embarking on an industry-specific ranking or is this a new initiative for PG&E? (ie: Energy Industry specific metrics around feasibility, Affirmative Action or Diverse Hires? Validation of existing employment metrics, salary ranges or step levels?)	The scope of this particular contract is focused on feasibility assessments, not the development of success metrics. However, the IOUs current success metrics need to be considered when offering recommendations.

8	<p>What is the size of the PG&E population that would be participating in the Workforce Education and/or Training Programs specifically? Would engagements take place in one location or at several locations with different teams?</p>	<p>The population is essentially all market actors in the four combined IOU service territories. Slightly different engagement strategies may take place within each IOU service territory and travel may be needed to accommodate statewide meetings.</p>
9	<p>In the interest of saving potential travel costs, what is PG&E's policy on using virtual communication tools such as WebEx and others for specific training, meetings, or work sessions?</p>	<p>Virtual communication tools can be used both during and after the contract term.</p>
10	<p>Is there a maximum contract budget for this Scope of Work?</p>	<p>PG&E does not disclose contract budget.</p>
11	<p>What is the anticipated contract period for this Scope of Work?</p>	<p>12 weeks from contract signature date.</p>
12	<p>Can PG&E provide more detail on the length of the Stakeholder List referenced in Work Scope A, #1? Approximately how many meetings does PG&E expect the Consultant to convene with stakeholders?</p>	<p>There are roughly 10 - 15 key stakeholder groups. No more than one meeting per stakeholder group would be expected.</p>
13	<p>The SOW articulates a rough percentage of contract allocation for each Work Scope task. Is there any flexibility regarding these rough percentages? If so, how much?</p>	<p>The IOUs are open to considering a slight re-allocation of the percentages.</p>
14	<p>What are PG&E's expectations for project administration and status reporting with the project Contract Manager? This includes, but is not limited to: frequency of check in meetings, frequency and format of status reports, etc.</p>	<p>This can be discussed and determined in partnership with the chosen consultant(s). However, roughly one weekly standing check-in meeting would be anticipated, in addition to ad hoc calls, as needed.</p>
15	<p>For Work Scope B, is the Consultant expected to evaluate the feasibility of the Guidance Plan for IOUs in general, or for each individual IOU?</p>	<p>This can be evaluated for the IOUs in general. However, there may be some recommendations that are only feasible for an individual IOU.</p>
16	<p>The development of the Guidance Plan used an on-going stakeholder management process (Guidance Plan, Pg. 148). Will such a process be necessary for this SOW?</p>	<p>Stakeholder engagement would be appropriate only to the extent that such discussions are needed in order to develop the desired feasibility assessments.</p>