REQUEST FOR PROPOSAL

No. 21-001

For

COMMUNITY POWER PLAN AND COMMUNITY NEEDS ASSESSMENT

On Behalf of

SAN DIEGO COMMUNITY POWER

Issue Date: November 5, 2021

Proposal Submission Deadline: Wednesday, December 8, 2021

Calpine Energy Solutions
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Suite 500
San Diego, CA 92101

TABLE OF CONTENTS

1. GENERAL INFORMATION

A. Statement of Intent

This Request for Proposals (RFP) is issued by Calpine Energy Solutions ("Calpine") on behalf of our partner and client, San Diego Community Power ("SDCP"). Calpine seeks a firm (or firms) to provide services to SDCP to prepare a Community Power Plan ("CPP"). The CPP will provide a decision-making framework to guide SDCP's program strategy, and selection and development of local programs based on community needs and gaps in program offerings for which SDCP could invest as it matures as an agency. The CPP will also provide a high-level roadmap for developing local renewable generation, demand reduction, storage, and other distributed energy resources in SDCP's service territory.

SDCP aims to utilize the CPP to develop program offerings that will help increase public awareness of SDCP within its member communities and help mitigate customer opt-outs.

B. Background

San Diego Community Power is the new electricity provider for the cities of Imperial Beach, Encinitas, La Mesa, Chula Vista, and San Diego, and unincorporated San Diego County. These will be referred as the "member agencies." SDCP's Joint Powers Agreement ("JPA") is the first in California to explicitly state that it will reach 100 percent renewable energy availability and usage by no later than 2035 and beyond, in advance of current State targets. The five member cities formed SDCP to achieve this and other goals collaboratively and with greater regional impact. SDCP began service in 2021 and will complete enrolling customers from the five cities by the middle of 2022 and the unincorporated San Diego County by 2023. This enrollment will cover approximately 930,000 customer accounts and 7,200 GWh of annual load. For more information, please visit SDCP's website at www.sdcommunitypower.org.

SDCP takes inspiration for the CPP from similar reports prepared for Clean Power Alliance titled *"Local Programs for a Clean Energy Future Strategic Plan"* and for East Bay Community Energy titled *"Local Development Business Plan."* It's SDCP's goal to have a similar plan developed as a result of this process.

C. RFP Process

Calpine intends to procure the services in this RFP in a manner that maximizes the quality of services to SDCP while also maximizing the value to SDCP and, by extension, the customers of SDCP. Respondents must be able to show that they are capable of performing the services requested either within a single company or in a team approach. Such evidence includes, but is not limited to, the respondent's demonstrated competency and experience in delivering services of a similar scope as well as the local availability of the Respondent's personnel, press and other professional relationships, and other requisite resources that will be needed throughout this engagement.

For the avoidance of doubt, this RFP does not commit Calpine and/or SDCP to award a contract to any firm or to pay for any cost incurred in the submission of the proposal. Calpine and/or SDCP may reject any and all proposals in their sole discretion. All Respondents shall be solely responsible for the costs of generating and submitting their proposals, whether successful or not.

2. SCOPE OF WORK

A. Goals & Objectives of SDCP's CPP

One of the stated goals within the JPA establishing SDCP was to "provide a range of energy products and program options, available to all Parties and customers, that best serve their needs, their local communities, and support regional sustainability efforts."

As such, one of the primary reasons that member agencies elected to join SDCP was the expectation that the organization would develop and offer innovative programs as a means of both investing back into local communities and enhancing environmental performance in the San Diego region by helping our communities achieve their climate action goals.

The primary goal of the CPP is to take that broad expectation and refine it into both an overall community investment strategy and a series of discrete program offerings SDCP could undertake as it matures as an agency.

The Community Power Plan will help SDCP develop local programs that:

- Address climate change by reducing energy-related greenhouse gas emissions;
- Prioritize the use and development of local, cost-effective renewable and distributed energy resources in ways that encourage and support local power development and storage;
- Produce economic benefits to the region, including local workforce development;
- To the extent authorized by law, support a stable, skilled, and trained workforce;

- Pursue purposeful and focused investment in Communities of Concern and programs centered on economic, environmental, and social equity.

Communities of Concern are defined as the top 25% scoring areas from CalEnviroScreen, known as Disadvantaged Communities ("DACs"), as well as the additional census tracts identified by the Cities of San Diego and Chula Vista through their Climate Equity Index ("CEI") reports. Specifically, the City of San Diego identified these census tracts as areas with very low, low, and moderate access to opportunity. Meanwhile, the City of Chula Vista defined them as the top 25% scoring areas within their own analysis. If other member agencies were to identify additional census tracts as the cities of San Diego and Chula Vista have, SDCP would recognize those designations under the umbrella of Communities of Concern.

B. Description

The selected firm or firms will perform the following professional services, as a subcontractor to Calpine, for SDCP. Task A. Community Needs Assessment will be directly utilized to complete Task B. Community Power Plan.

The selected firm(s) must have the staff capable of meeting the requirements of this RFP. To the extent that a selected firm lacks specific expertise in any of the disciplines needed by SDCP, a professional team of subcontractors or associate firms should be assembled by the lead firm to complement their technical expertise.

A. Community Needs Assessment

Under the direction of SDCP staff and in partnership with, including compensation to, local San Diego-based community-based organizations ("CBOs"), the selected firm or team of firms will conduct a programmatic community needs assessment to determine:

- Community needs within its member communities as they relate to energy, energy resilience, energy affordability, energy efficiency, distributed energy resources, and GHG reduction through electrification;
- Identify existing program offerings (that fall within the energy umbrella as described above) available to customers from any source and potential challenges to participation;
- Identify programmatic gaps in program offerings to customers that SDCP may be able to fill; and
- Identify methods and strategies SDCP could employ to meet community needs, overcome challenges, and close gaps.

B. Community Power Plan

Under the direction of SDCP staff and in collaboration with SDCP vendors, the selected firm(s) will utilize the Community Needs Assessment to develop a multi-faceted plan that will pull together all potential programs and investments into a coherent framework that will allow for consistent analysis and calculations of costs, benefits and measurements of effectiveness and success. The selected firm will be expected to develop and provide a calculator that shows the impacts in the following areas for each one million dollars that SDCP invests:

- SDCP revenue impact (positive or negative);
- Overall investment impact (i.e., to what extent will a SDCP investment catalyze or complement investments to be made by others);
- Incremental GHG impact (compared to business as usual);
- Criteria air pollutant impact;
- Customer savings (via either rate reduction, energy use reduction, or load shaping/shifting);
- Economic impact (reinvestment of labor wages and customer savings back into the local economy);
- Impact metrics for Communities of Concern and/or Disadvantaged Communities; and
- Other impact metrics that may emerge during course of the CPP development process.

Despite the consistency of the programmatic ideas among Community Choice Aggregators ("CCAs"), several broad areas do stand out as priorities for SDCP:

1. Programs that reduce greenhouse gas emissions and fossil fuel use in transportation and buildings via electrification powered by SDCP's clean energy mix;
2. Programs that address populations and market segments currently underserved by other energy programs, particularly renters, mobile homes and multifamily buildings;
3. Programs that support our member agencies in implementation of their Climate Action Plans and leverage SDCP's member agencies as implementation partners and can address specific local needs, including disaster preparedness and the resiliency of critical facilities and infrastructure;

4. Programs that promote distributed energy resources;
5. Programs that help SDCP, and the San Diego region as a whole, to cost-effectively manage the increasing reliance on intermittent resources for electricity supply; and
6. Programs that will have a positive impact on local air quality and therefore improve public health in the San Diego region.

As a CCA and the default provider of electricity, SDCP has a number of tools at its disposal that can be used programmatically. This includes:

1. Ratemaking ability, i.e., the creation and use of new rates in order to support new programs, investments, and customer behavior;
2. Procurement authority, i.e., purchasing electricity from specific types of technologies;
3. Programmatic authority, i.e., ability to implement programs without California Public Utilities Commission ("CPUC") approval;
4. Investment of net revenue, i.e., expenditure of a portion of the organization's financial reserves on programs and projects that require up-front investment capital;
5. Administration of grant funding, i.e., ability to seek, partner, and enter into grants with Local, State, and Federal agencies for grant funding;
6. Administration of third-party programs, i.e., deploying greenhouse gas reduction and energy efficiency programs using CPUC-allocated public goods charge funds.

SDCP expects the selected firm or team to both refine and characterize the priority program areas as well as align them with the specific investment tools available to SDCP. Prioritization and alignment of programs shall take into consideration the length of time for program implementation, funding sources, and investment commitments from SDCP. SDCP expects the selected firm or team to advise on what programs or strategies are suitable for immediate term, short term, and long-term implementation.

The selected firm or team shall be available for regular planning calls and presentations to SDCP leadership as necessary.

C. Development Process

The development of the CPP is expected to be a nine-month process, inclusive of the community needs assessment. In addition to working directly with SDCP and

Calpine staff at all levels, the selected firm will be required to interact with the SDCP Board of Directors, SDCP's Community Advisory Committee, and work with local and regional community-based organizations, including the staff of SDCP's member agencies. The selected firm will also be required to test both assumptions and conclusions with key industry players and deployment partners and have connections with local and regional community-based organizations conducting on-the-ground work with customers.

Respondents are required to submit a proposed task list and schedule showing how the CPP will be completed within the required nine-months' development period. Respondents should assume a starting date of February 1, 2022. The outlook of the CPP is expected to lay out a five (5) year vision that staff can utilize when implementing programs and local development of renewables.

The task list and project schedule should assume close coordination with SDCP staff, with time for review, and revision as appropriate, of each task's work product prior to the initiation of the next task. SDCP staff will provide timely feedback and input in developing the work product.

3. GENERAL TERMS AND CONDITIONS

An agreement with associated Terms and Conditions ("T&C") will be negotiated between the successful firm(s) as a subcontractor to Calpine. Interested parties may request a copy of these associated Terms and Conditions using the online **T&C Request Form**.

Respondents should be aware a certificate of insurance and all required endorsements, including naming SDCP and Calpine as additionally insured, must be provided by the successful Respondent(s) prior to contract execution.

4. REQUEST FOR PROPOSALS PROCEDURE

A. Tentative Schedule of Events

Tentative schedule is below:

Event	Date
Release Request for Proposals	November 5, 2021
Questions Due to San Diego Community Power	November 16, 2021
SDCP Posts Response to Questions	November 19, 2021
Proposal Deadline	December 8, 2021
Short Listing and Notification for Interviews	December 17, 2021
Interviews	January 4-6, 2022
Final Negotiations/Contract Execution	January 2022

Respondents are encouraged to hold January 4-6, 2022 for interviews.

B. Submission of Proposals

Questions about this RFP must be submitted online using the online **Questions Form** and received by Calpine by November 16, 2021. Calpine, in collaboration with SDCP staff, will post responses to questions no later than November 19, 2021 to the SDCP website. Emailed questions will not be considered.

Respondent's proposal must be submitted electronically to Calpine as a single PDF document using the online Submissions Form by December 8, 2021. Calpine will not accept multiple files, merged, collated, or assembled proposal materials. Emailed submissions will not be accepted.

All proposals must be received by the stated date in order to be considered. Calpine and SDCP will not be responsible for and may not accept late proposals due to slow internet connection, or for any other electronic failure (including but not limited to information transmission and internet connectivity failures).

Respondents may submit amended proposals before the Deadline to Submit Proposals. Such amended proposals must be complete replacements for previously submitted proposals and must be clearly identified in a written format.

By submitting a proposal, each Respondent certifies that its submission is not the result of collusion or any other activity which would tend to directly or indirectly influence the selection process. The proposal will be used to determine the Respondent's capability of rendering the services to be provided. The failure of a Respondent to comply fully with the instructions in this RFP may eliminate its proposal from further evaluation as determined in the sole discretion of Calpine and

SDCP. Calpine and SDCP reserves the sole right to evaluate the contents of proposals submitted in response to this RFP and to select a firm, if any.

Proposals received late will not be given any consideration for the proposed services unless doing so is deemed to be in the best interests of Calpine and SDCP, as determined in the sole discretion of Calpine and SDCP.

Respondents may withdraw their proposals at any time prior to the Deadline to Submit Proposals. The Respondent must submit a written withdrawal request signed by the Respondent's duly authorized representative addressed to and submitted to Calpine.

There will be no public opening of proposals for this RFP.

C. Proposal Evaluation

Evaluations will be based upon the information provided in the proposals and such other information requested by Calpine and/or SDCP as deemed appropriate by Calpine and/or SDCP. Proposals must provide clear, concise information and sufficient detail to enable reviewers/evaluators to evaluate the responsiveness and quality of the proposals to all RFP requirements. Proposals that fail to meet the RFP requirements may be rejected; however, Calpine may waive minor irregularities in proposals if so doing would be in the best interests of SDCP. Calpine and SDCP reserves the right to request additional information from any/all Respondents as part of the selection process.

Special Procurement Considerations:

The following will be given special consideration, and Respondents to which these preferences apply are encouraged to provide pertinent information supporting them:

- **San Diego County.** SDCP desires to support San Diego County businesses where possible. Businesses in this category are described as those with office(s) located in San Diego County and including at least 25% San Diego County residents under their employment.
- **Diversity.** SDCP desires to support diversity among its contractors and vendors by working with women, minority, disabled veteran, and lesbian, gay, bi-sexual and transgender-owned businesses. Please specify if your business or pertinent subcontracted businesses are owned by a person in one or more of these categories.

After evaluating the proposals and any oral interviews, Calpine and SDCP reserve the right to further negotiate the proposed work and/or method and amount of compensation. Calpine and SDCP may, at its sole discretion, invite a short list of Respondents to participate in interviews. If interviews are conducted, Calpine and

SDCP will evaluate the short-listed Respondents based on the information provided in the Proposal, the results of SDCP's research and investigation, and the interview and recommend the Respondent who ranked highest. Notwithstanding the foregoing, SDCP and Calpine may reject all proposals.

5. PROPOSAL SUBMISSION REQUIREMENTS

A. Cover Letter

The cover letter should be brief (two pages maximum) and provide a short synopsis of the Respondent's approach to completing tasks and delivering project products and services. Describe how the delivery of services will be provided. If a team arrangement is proposed, Calpine will recognize the integrity and validity of Respondent's team provided that:

- The arrangements are clearly identified, and relationships are fully disclosed; and a primary (Lead) Respondent is designated who will be responsible for all contract performance.
- The signature of the individual authorized/obligated to commit the Respondent to this project is included.
- In signing proposal, statement that the Respondent agrees that the terms of proposal and the costs as submitted are firm for a period of 120 days from proposal due date, unless otherwise negotiated with Calpine

The cover letter should also include:

- The RFP number and title;
- Name and address of proposing firms and/or individuals;
- Phone and email address of sole or lead Respondent;
- Primary contact person.

B. Table of Contents

This section should include a clear identification of the materials by section and page numbers.

C. Qualifications and Experience

1. Respondent shall demonstrate expertise and experience with conducting programmatic community needs assessments, conducting market gap analysis, and determining economic impacts to SDCP and its communities, with an emphasis on Communities of Concerns.

2. Respondent shall demonstrate expertise and experience providing strategic vision to accomplish the goals and objects of the CPP.
3. Respondent shall demonstrate previous experience working with energy programs, including the technical knowledge of program design, funding, and implementation for programs related to but not limited to decarbonization, energy efficiency, and distributed energy resources.
4. Respondent shall demonstrate experience partnering with local organizations to conduct multi-cultural outreach and engagement with communities.
5. Respondent shall demonstrate experience with effective multi-cultural communications and translation into Spanish and Tagalog.
6. Preference given to Respondents with previous experience working with CCAs.
7. Ethical Vendor Standards. SDCP and Calpine are committed to the highest standards of responsible behavior and integrity in all their business relationships. SDCP and Calpine will consider a company's business practices, environmental track record, and commitment to fair employment practices and compensation in its procurement decisions.

D. Scope of Work

Please describe the approach and ability to deliver on the requested Scope of Work listed in Section 2 above.

E. Project Team Staffing

Please include biographies and relevant experience of key staff and management personnel who would be assigned to the project. Please describe coverage levels of employees who would be assigned to this project. Affirm that no employees working on the engagement have ever been convicted of a felony.

F. Schedule

Please include a detailed proposed schedule which lists milestones and estimated completion dates of each of the tasks and sub-tasks listed in the Scope of Work.

G. Proposed Budget and Cost of Service(s)

Please include an estimated budget and fee itemization/cost of service by year and by Task Area included in the Scope of Work as well as any estimates of travel expenses. Include all costs that may be relevant to the services proposed.

H. Company Overview

Please provide the following for your company:

- Official registered name (Corporate, D.B.A., Partnership, etc.), Dun & Bradstreet Number, Primary and secondary Standard Industry Classification (SIC) numbers, address, main telephone number, and toll-free number(s).
- Primary key contact name, title, address (if different from above), direct telephone number(s).
- Brief history, including year established, relevant financial information and relevant experience with CCAs.

I. References

List at least three business references for which you have recently provided similar services. Include contact names, titles, phone numbers and e-mail addresses for all references provided.

Provide at least three client references, if applicable and appropriate, for whom you have provided more than occasional services. Include names, titles, e- mail addresses and phone numbers for these individuals.

J. Certificates of Insurance for the Following Coverages:

Calpine and SDCP require the successful Respondent to obtain the following insurance policies and coverages, as set forth in the agreement, and both SDCP and Calpine shall be named additionally insured:

- Commercial General Liability – for bodily injury, property damage, and personal injury $1,000,000 – each occurrence $2,000,000 – in aggregate
- Business Automobile Liability – “any auto” (Company Vehicles) – At least $1,000,000
- Personal Automobile Liability – “any auto” (Personal Vehicles) – At least $500,000
- Worker’s Compensation and Employer’s Liability (EPL) – injury or death, each accident At least $1,000,000 (EPL not required for Sole Proprietor)

K. Statement of No Conflict/Anti-Trust

Please provide a statement that describes how Respondent(s) will adhere to anti-trust and collusion laws while providing service to SDCP. Also provide a statement that confirms that Respondent(s) and any subconsultants responding to this RFP shall avoid organizational conflicts of interest which would restrict full and open competition in this procurement and subsequent procurements.

An organizational conflict of interest means that due to other activities, business units, relationships or contracts that Respondent(s) would be unable, or potentially unable, to render impartial assistance or advice to SDCP consistent with the requirements of California Government Code section 1090; or that a Respondent's objectivity in performing the work identified in the Scope of Work is or might otherwise be impaired; or Respondents have an unfair competitive advantage.

6. CALPINE RIGHTS

Any award of a contract resulting from this RFP will be based upon the most responsive Proposal whose offer will be the most advantageous to Calpine and SDCP in terms of cost, functionality, effectiveness in meeting goals and objectives, and other factors as specified elsewhere in this RFP, as determined solely by SDCP and Calpine decision makers. SDCP and Calpine reserve the right to:

1. Disqualify any and all Proposals that are not submitted in accordance with the required format described in this RFP
2. Reject any and all Proposals submitted
3. Request additional information
4. Issue Addenda to this RFP
5. Award all, part, or none of the work contemplated in this RFP
6. Remedy errors in the RFP
7. Cancel the entire RFP
8. Issue a subsequent RFP
9. Approve or reject the use of a particular subcontractor/supplier
10. Negotiate with any, all or none of the Respondents. If Calpine is unable to negotiate a final contract Terms and Conditions that are acceptable to Calpine, Calpine reserves the right to award the contract to another Respondent

11. Accept other than the lowest priced Proposal

12. Award a contract without interviews, discussions or negotiations

13. Award a contract to one or more Respondents

7. SUPPLIER DIVERSITY

General Order 156 (GO 156) is a California Public Utilities Commission ruling that requires utility entities to procure at least 21.5% of their contracts with majority women-owned, minority-owned, disabled veteran-owned and LGBT-owned business enterprises' (“WMDVLGBTBEs”) in all categories. Qualified businesses become GO 156 certified through the CPUC and are then added to the GO 156 Clearinghouse database.

The CPUC Clearinghouse can be found here: www.thesupplierclearinghouse.com. While SDCP is not legally required to comply with GO 156, SDCP’s policies and commitment to diversity are consistent with the principles of GO 156, and, therefore, respondents to this RFP are asked to voluntarily disclose their GO 156 certification status as well as their efforts to work with diverse business enterprises, including those owned or operated by women (“WBE”), minorities (“MBE”), disabled veterans (“DVBE”), and lesbian, gay, bisexual, or transgender people (“LGBTBE”).

SDCP, as a public agency and consistent with state law, will not use any such provided information in any part of its decision-making or selection process. Rather, SDCP will use that information solely to help evaluate how well it is conforming to its own policies and goals. Pursuant to California Proposition 209, SDCP does not give preferential treatment based on race, sex, color, ethnicity, or national origin.

8. NON-DISCRIMINATION

Calpine and SDCP will not discriminate and will require their contractors to not discriminate on the basis of race, gender expression, gender identity, religion, national origin, ethnicity, sexual orientation, age, or disability in the solicitation, selection, hiring, or treatment of subcontractors, vendors, or suppliers. The successful firm shall provide equal opportunity for subcontractors to participate in subcontracting opportunities.

Thank you for your interest we look forward to reviewing your proposal.