

Weatherization Program Tracking Software RFP

Contract Number NAT11002-WAP TRACK

Questions Related to the Weatherization Program Tracking Software RFP

Answered on 1.6.2011

<http://www.dnrec.delaware.gov/energy/services/Pages/Weatherization.aspx>

1. Question: What is meant by the 90 day period in Section VII.2: “CONTRACT AWARD. It is the intent DNREC that the contract shall be awarded within 90 days of opening of the request for proposals...”?

Answer: The language in Section VII.2 is self-explanatory. However, it is the hope of DNREC to execute a contract within 90 days to move the project more quickly.

2. Question: What capabilities need to be in the initial system (referenced in Section V. “The goal is to restart the program using the initial version of the database by March 2011, if possible.”)

Answer: The initial system should be functional, able to accept inputs, and include as many fields as possible listed in the RFP (see XI. Scope of Services). Any modifications, updates, or other changes to the system should be minor.

3. Question: Will the system interface with the state fiscal accounting system?

Answer: Such an interface would be a plus but is not mandatory.

4. Question: Will you be willing to view a demonstration of a weatherization database that is currently in operation?

Answer: Demonstrations of systems may be requested of select bidders after initial review of the proposal submissions.

5. Question: Can you give me the email addresses of _____ from _____ and _____ from _____?

Answer: A list has been posted on the weatherization website.

<http://www.dnrec.delaware.gov/energy/services/Pages/Weatherization.aspx>

6. Question: In the RFP on pages 3, 4 and 11 of the RFP it stated the software must be “DOE approved Weatherization Program Tracking Software”. Do you have a list of the software, that meets this criteria?

Answer: The RFP is unclear, we are aware that DOE approves auditing software, like NEAT (National Energy Audit Tool) and MHEA (Manufactured Home Energy Audit).

However, our interest in this RFP is to utilize weatherization program tracking software that is currently being used in other US States.

We do not have a list of such software being used in other states.

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Questions from the Pre-bid Phone Conference held on 29 December 2010

Answered on 12.30.2010

<http://www.dnrec.delaware.gov/energy/services/Pages/Weatherization.aspx>

1. Question: Does Section XI. SCOPE OF SERVICES 1. GENERAL REQUIREMENTS a. “The web-based database must be currently in-use and actively being used by other U.S. state agencies. To verify its effectiveness, four (4) contact names, addresses, and phone numbers of current users must be supplied with response.” mean that the prospective bidder has to have the system up and running in another state?

Answer: Yes.

2. Question: How many agency interfaces will there be for the database?

Answer: Currently, we have two subgrantees (Neighborhood House INC. and First State Community Action Agency), one intake agency for income eligibility (Catholic Charities), coordination with Department of Health and Human Services (DHSS) on the Low Income Home Energy Assistance Program (LIHEAP), the Department of Natural Resources and Environmental Control (DNREC) for program oversight, and the ability to interface with the Department of Energy’s (DOE) Performance and Accountability for Grants in Energy (PAGE) system for reporting is a plus, see Section VIII. SYSTEM REQUIREMENTS.

3. Question: Have all the input fields been identified/defined for the database?

Answer: No, not a list of the specific inputs, but Section XI. SCOPE OF SERVICES outlines key categories of inputs required.

4. Question: How would you categorize the system? As a “database, interface, and reporting” system?

Answer: Yes, those features (“database, interface, and reporting”) describe some of the key attributes of the required system.

5. Question: Are there requirements against partnerships in the RFP as written?

Answer: No.

6. Question: Have other states implemented weatherization database systems?

Answer: Yes.

7. Question: Does the federal government have a similar weatherization database system as summarized in the RFP?

Answer: No, because the Weatherization Assistance Program is implemented by the states and not the federal government. Thus the Department of Energy has no need for such a database system.

8. Question: Can you identify a list of states that have a similar Weatherization Assistance Program database?

Answer: No we cannot, because we do not have an exhaustive list of current state practices. Perhaps someone at the federal Department of Energy might have a current state list.

9. Question: Have you looked at other state's weatherization systems?

Answer: Yes.

10. Question: Do you have a favorite state system?

Answer: No, our evaluations will be based off the RFP responses.

11. Question: How does a minority and/or woman owned business impact the scoring?

Answer: The Office of Minority and Women Business Enterprise Certification does not impact scoring, the certification assists with supporting the Governor's Supplier Diversity Executive Order http://governor.delaware.gov/orders/exec_order_14.shtml

12. Question: How fast can you get certified under Office of Minority and Women Business Enterprise in Delaware?

Answer: 4-6 weeks. Depending on current application load the Office of Minority and Women Business Enterprise may be able to complete the application process in a shorter time frame.

13. Question: What is the meaning of "execute" in Section VII. AWARD AND EXECUTION OF CONTRACT 3. EXECUTION OF CONTRACT "The Bidder who is awarded a contract shall *execute* such contract within twenty (20) days after the offer date. If the Successful Bidder fails to execute the required contract within twenty (20) days after the offer date, the award of such contract may then be made to another qualified Bidder or re-advertised, as DNREC may decide."?

Answer: "Execution" means a signed contract. DNREC can decide to award to another bidding vendor, if the initial awarded vendor does not fulfill the requirements (execution). The contract is not valid until all parties have signed.

14. Question: What is driving the requirement for "the latest .NET technology" (first sentence page 10, Section VIII. SYSTEM REQUIREMENTS)?

Answer: The reason it is there is to ensure that the application is compatible with DNREC's environment here; if DNREC were ever to host the application. DNREC tries to keep our application development environment as current as possible. This will not be an issue if the application is hosted by the vendor.