



CALIFORNIA ENERGY COMMISSION

# **Pre-Application Workshop**

## **Los Angeles Regional Energy Innovation Cluster**

Energy Research and Development Division

California Energy Commission

April 19, 2016



# Agenda

Time	Topic
10:00 am	Welcome and Introductions
10:15 am	Los Angeles Regional Energy Innovation Clusters - GFO-15-321
10:30 am	Questions and Answers on Los Angeles Regional Energy Innovation Clusters
12:00 pm	Networking & Adjourn



# Housekeeping

- In case of emergency
- Facilities
- Sign-in sheet
- Diversity Survey
  - Slide/Online Participant Link:
    - <https://www.surveymonkey.com/r/CEC-04-19-2016>
- Updates on solicitation documents and today's presentation will be posted:

Los Angeles Regional Energy Innovation Clusters:

<http://www.energy.ca.gov/contracts/epic.html#GFO-15-321>



# Commitment to Diversity

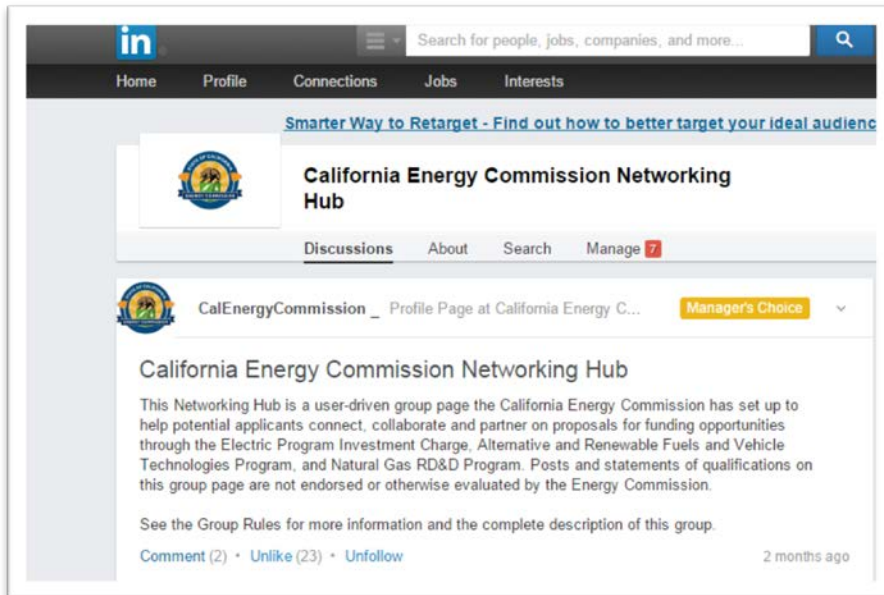
The Energy Commission adopted a resolution strengthening its commitment to diversity in our funding programs. We continue to encourage disadvantaged and underrepresented businesses and communities to engage in and benefit from our many programs.

To meet this commitment, Energy Commission staff conducts outreach efforts and activities to:

- Engage with disadvantaged and underrepresented groups throughout the state.
- Notify potential new applicants about the Energy Commission's funding opportunities.
- Assist applicants in understanding how to apply for funding from the Energy Commission's programs.
- Survey participants to measure progress in diversity outreach efforts.



# Connect With Us



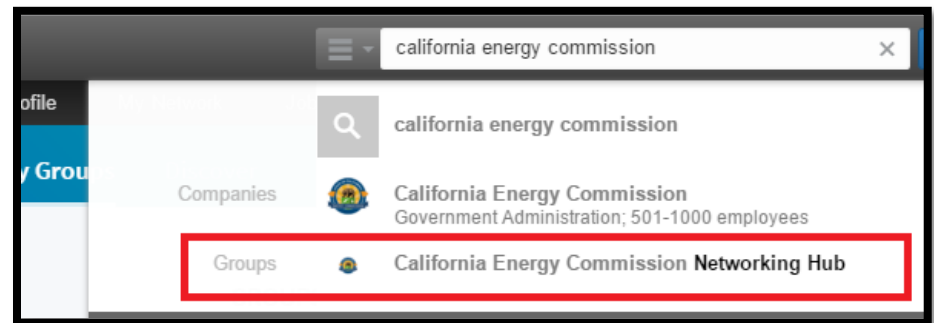


## Find Partners via LinkedIn

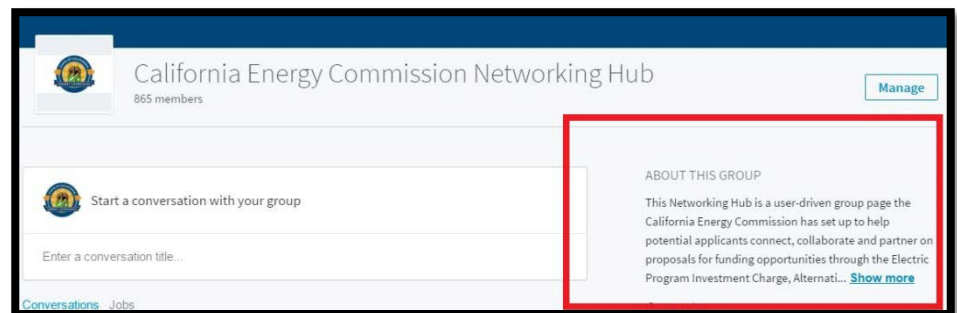
The Energy Commission created a user-driven LinkedIn group page to help potential applicants **connect, collaborate** and **partner** on proposals for funding opportunities.

Join the “California Energy Commission Networking Hub” using:

- The LinkedIn Search Box
- URL: [bit.ly/CalEnergyNetwork](https://bit.ly/CalEnergyNetwork)



Then, use the ‘About this Group’ section on the LinkedIn group page to find funding opportunity specific subgroups.



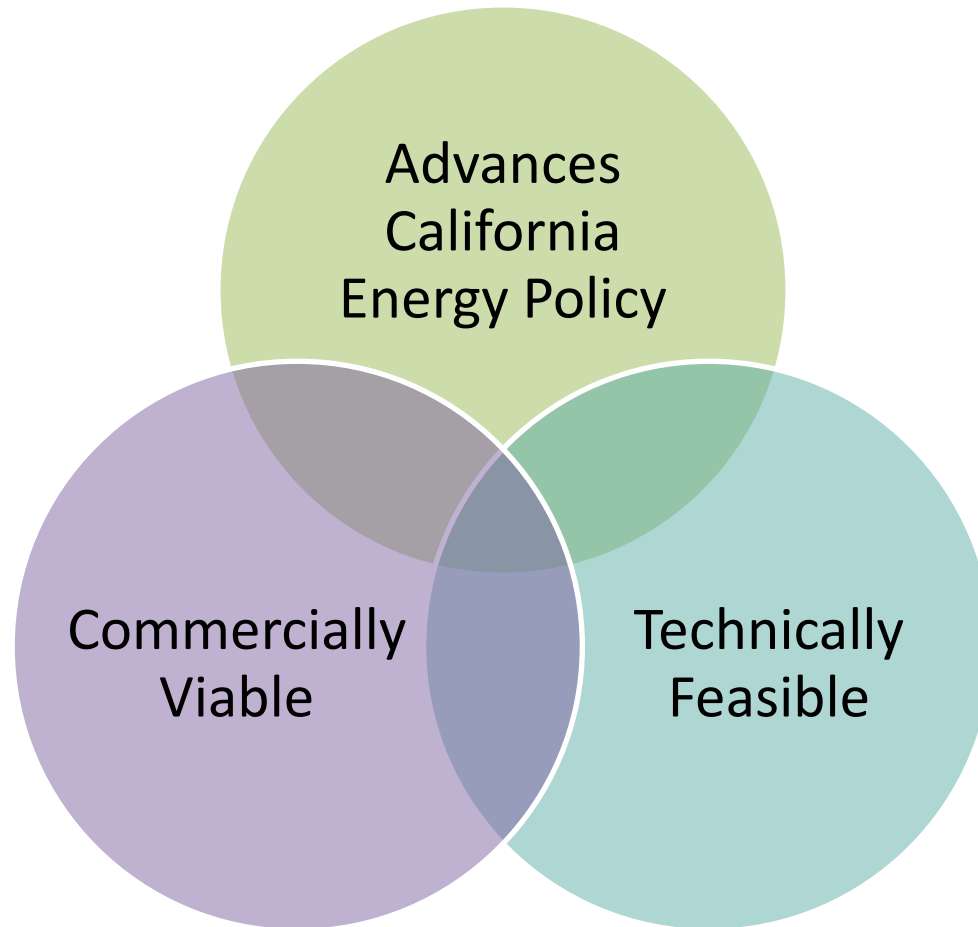


# Background

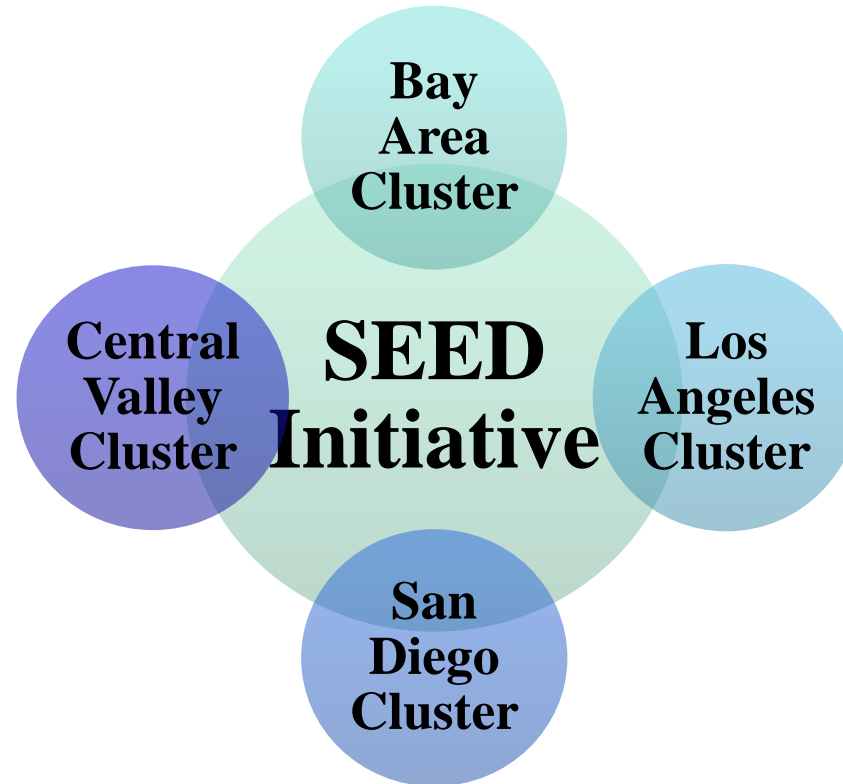
- The Electric Program Investment Charge (EPIC) is funded by an electricity ratepayer surcharge established by the California Public Utilities Commission (CPUC) in 2011.
  - Annual program funds total \$162 million per year with 80 percent administered by the California Energy Commission.
- The purpose of EPIC is to:
  - Benefit the ratepayers of the three largest electric investor-owned utilities, Pacific Gas and Electric Co., San Diego Gas and Electric Co., and Southern California Edison
  - Fund clean energy technology projects that promote greater electricity reliability, lower costs, and increased safety.
  - Encourage technological advancement and breakthroughs to achieve state's statutory energy goals.



## Advancing CA Energy Innovation Ecosystem







- A representative from each Cluster will participate on the SEED-TAC.
- Task 1.6 of RFP-15-305 provides a description of SEED-TAC activities and responsibilities.
  - <http://energy.ca.gov/contracts/RFP-15-305/>



# Los Angeles Regional Energy Innovation Cluster

The Los Angeles Regional Energy Innovation Clusters will assist entrepreneurs and researchers as they conceptualize and develop innovative new solutions, by:

- Providing key services, infrastructure, expertise, and resources.
- Accelerating the commercialization of promising technical innovations.
- Catalyzing effective regional planning, collaboration, and coordination around energy innovation that will benefit IOU electric ratepayers.
- Connecting emerging energy technologies to region-specific needs, opportunities, and assets.



# Solicitation Purpose

The purpose of this solicitation is to select a project that will provide the best support for the development and commercialization of promising new energy innovations to benefit electricity ratepayers.

The contractor must demonstrate:

- An understanding of regional needs, resources, and potential solutions.
- An understanding of viable market strategies, business expertise, and potential customers.
- The ability to coordinate and connect entrepreneurs to necessary resources.
- The technical and business understanding necessary to select appropriate entrepreneurs and provide them with useful services.



# Available Funding

Up to **\$5 million** available for this solicitation.

Group	Amount Available
Los Angeles Innovation Cluster	Up to \$5 million

Match funds must be at least **50 percent** of the requested EPIC funds.



## Eligible Bidders

- This is an open solicitation for public and private entities, except for publicly owned utilities.
- Applicants must accept the EPIC terms and conditions.
  - Standard T&Cs: <http://www.energy.ca.gov/research/contractors.html>
- Applicants are required to register with the California Secretary of State and be in good standing to enter into an agreement with the Energy Commission. <http://www.sos.ca.gov>
- Applicants must propose a team with proven ability to successfully complete similar projects.



# Allowable Purchases

## **Allowable expenditures:**

- Provide and coordinate services to entrepreneurs and researchers
- Improve the level or types of service the Innovation Cluster provides.

## **Non-allowable expenditures:**

- Do not provide or coordinate entrepreneurial assistance services
  - Facility upgrades that do not improve the level or types of service, such as PV panels or energy efficiency lighting that reduce operational costs.
  - Direct funding support to entrepreneurs and researchers to develop and demonstrate their innovations.



# Key Dates

Activity	Action Date
✓ Solicitation Release	3/30/2016
Pre-Application Workshop Sacramento	4/19/2016
<b><u>DEADLINE FOR WRITTEN QUESTIONS</u></b>	<b><u>4/20/2016 5:00 pm</u></b>
Anticipated Distribution of Questions and Answers	Week of 5/2/2016
<b><u>DEADLINE TO SUBMIT APPLICATIONS</u></b>	<b><u>5/31/2016 5:00 pm</u></b>
Anticipated Notice of Proposed Award (NOPA)	June 2016
Anticipated Energy Commission Business Meeting Date	August 2016
Anticipated Agreement Start Date	Sept. 2016
Agreement Termination Date	March 2022



# GFO Application Requirements *(for Electronic Submission)*

- Preferred method of Delivery is the Energy Commission Grant Solicitation System, available at: <https://gss.energy.ca.gov/>.
  - Electronic files must be in Microsoft XP (.doc format) and Excel Office Suite formats, unless originally provided in solicitation in another format.
- Attachments requiring signatures may be scanned and submitted in PDF format.
- Completed Budget Forms (Attachment 7) must be in Excel format.
- First-time users must register as a new user to access system.
- Live Demo Tutorial





# GFO Application Requirements

## *(for Hard Copy Submittal)*

- Submit Applications with all attachments in the order specified by the due date and time listed in Section III of the manual.
- Application documents should meet formatting requirements, page limits, and number of copies specified on page 17.
  - **One** hard copy and **one** electronic copy.



# Application Requirements

**Each Applicant must complete and include the following:**

1. Application Form	7. Budget
2. Executive Summary	8. CEQA Compliance Form
3. Fact Sheet	9. References and Work Product
4. Project Narrative	10. Contact List
5. Project Team	11. Commitment and Support Letters
6. Scope of Work	

**Be consistent throughout  
your application!**



# Project Narrative

- This is your opportunity to tie everything together and explain the entirety of the project. The narrative should explain:
  - Why your project is important?
  - What you will be doing in your project?
  - How are you going to complete the project?
  - How will ratepayers benefit?
  - What it is going to cost ratepayers, and is it worth it?



## Project Narrative Minimum Requirements

**Technical Merit** should describe, at a minimum:

- The applicant's vision for the proposed cluster.
- Description of the services the cluster will provide to entrepreneurs developing electricity ratepayer beneficial innovations and how these services will improve commercialization success.
- Description of the cluster's areas of clean energy technological expertise and anticipated areas of focus. For example, energy efficiency, solar PV, energy storage, etc.



## Project Narrative Minimum Requirements

**Technical Approach** should describe, at a minimum:

- The Applicant's approach for achieving the Los Angeles Regional Energy Innovation Cluster objectives, including a description of the process the proposed cluster will use to:
  - Identify and select entrepreneurs to receive services from the proposed cluster.
  - Determine what services entrepreneurs need.
  - Determine if entrepreneurs are meeting milestones and should continue to receive services.
  - Track the success of entrepreneurs after they have “graduated” from the cluster.



## Project Narrative Minimum Requirements

The **Team Qualifications, Capabilities, and Resources** section should list and describe the following:

- Description of the cluster organizational structure including the entities that make up the cluster, their qualifications, and the role each will play in helping entrepreneurs develop and commercialize new energy innovations.
- Description of the proposed members of the Advisory Committee in **subtask 1.10 of the Scope of Work (Attachment 6)**. The Advisory Committee will provide strategic guidance to the cluster. The Advisory Committee should be comprised of regional stakeholders including businesses, local jurisdictions, research institutions, non-governmental organizations, etc.
- Description of other key Cluster partners and what their role will be.



## Project Narrative Minimum Requirements

The **Impacts and Benefits** for California IOU Ratepayers section should describe, at a minimum:

- Description of how the recipient will measure the benefits of the proposed cluster to IOU electricity ratepayers.
- The proposed plan for sustaining and enhancing the cluster both during and after the term of the EPIC award.
- Support and funding commitments from the private sector.



# Scope of Work

- Tell us exactly what you are proposing to do in your project.
- Identify what you will deliver to the Energy Commission.
- Be sure to include in the tasks:
  - An annual report
  - An annual forum
- Be sure to include Project Schedule (Attachment 6a)





## Budget (Attachment 7)

Identify how you will be spending EPIC funding and match funds to complete this project.

- Each Applicant and major subcontractor must complete the budget form, including all budget forms.
- This must be submitted in the same format as it is provided.
- Do not delete sheets or rows, use the hide/expand functions.
  - Shaded cells are automatically filled or calculated.



## Commitment and Support Letter Form (Attachment 11)

- This form provides guidelines for letters of support or commitment that are submitted with the application.
  - Commitment letter commits an entity or individual to providing the service or funding described.
  - Support letter details an entity's or individual's support for the project.
- All Applicants are required to submit **at least one** support letter from a project stakeholder.
- Any project partners that will make other contributions to the project must submit a commitment letter.
- Match funding for each Application must be supported by a match fund commitment letter.
- Limited to two pages per letter, excluding the cover page.



# Match Funding

- At least **50 percent** of the requested EPIC funds **is required** as match funding. Scoring criteria and points only apply to match funding commitments **above minimum requirements**.
- Applicants may receive up to 10 additional points based on the criteria below:
  - Up to 5 points will be awarded based on the percentage of match funding that **exceeds the minimum match funding amount**. This ratio will be multiplied by 5 to yield the points.   
For example: If requested EPIC funds are \$1,000,000, the Applicant must provide at least \$500,000 in match funding. If \$800,000 is provided in match funding, the amount that will be evaluated for additional points is \$300,000.
  - The remaining 5 points will be based on the level of commitment, type of match funding, dollar value justification, and funding replacement strategy described in the match funding commitment letter. See pages 31-32 for application scoring scale.
- Match funding contributors must submit match funding commitment letters that meets the requirements of Attachment 11. Failure to do so will disqualify the match funding commitment from consideration.



# How will my Application be Evaluated?

## → Administrative Screening

### Application Admin Screening Process

1. Energy Commission staff screens applications per criteria in the solicitation (page 25).
2. Criteria is evaluated on a pass/fail basis.
  - ✓ Applicants must pass all screening criteria or the application will be disqualified.

### Some Reasons for Disqualification

- ✓ Application not submitted by the specified due date and time.
- ✓ Applicant did not address one of the eligible project groups.
- ✓ Requested funding is outside of the specified minimum/maximum range.
- ✓ Project completion date beyond the specified agreement end date.
- ✓ Application does not include one or more support letters.
- ✓ Application contains confidential material.



## How will my Application be Evaluated?

- Evaluation Committee applies the scoring scale to the scoring criteria.
- Applications must obtain a minimum passing score of 70% for criteria 1-4 (or 49 points) in order to continue evaluation, and must also obtain a minimum passing score of 70% overall for criteria 1-7 (or 70 points), in order for an Application to be considered for funding. Passing applications will be considered for match funding preference points.
- Each Applicant must review the Evaluation and Award Process section of the solicitation and ensure that the application provides a clear and complete response to each scoring criteria in the project narrative.

Scoring Criteria (pages 28-32)	Maximum Points
Technical Merit and Need	20
Technical Approach	20
Impacts and Benefits for CA IOU Ratepayers	20
Team Qualifications, Capabilities and Resources	10
Budget Cost-Effectiveness	10
EPIC Funds Spent in CA	15
Ratio of Direct Labor and Fringe Benefit Rates to Loaded Labor Rates	5
Total	100
<b>Minimum points to pass</b>	<b>70</b>



# What is the Technical Scoring Scale?

% of Possible Points	Interpretation	Explanation for Percentage Points
0%	Not Responsive	Response does not include or fails to address the requirements being scored. The omission(s), flaw(s), or defect(s) are significant and unacceptable.
10-30%	Minimally Responsive	Response minimally addresses the requirements being scored. The omission(s), flaw(s), or defect(s) are significant and unacceptable.
40-60%	Inadequate	Response addresses the requirements being scored, but there are one or more omissions, flaws, or defects or the requirements are addressed in such a limited way that it results in a low degree of confidence in the proposed solution.
70%	Adequate	Response adequately addresses the requirements being scored. Any omission(s), flaw(s), or defect(s) are inconsequential and acceptable.
80%	Good	Response fully addresses the requirements being scored with a good degree of confidence in the Applicant's response or proposed solution. No identified omission(s), flaw(s), or defect(s). Any identified weaknesses are minimal, inconsequential, and acceptable.
90%	Excellent	Response fully addresses the requirements being scored with a high degree of confidence in the Applicant's response or proposed solution. Applicant offers one or more enhancing features, methods or approaches exceeding basic expectations.
100%	Exceptional	All requirements are addressed with the highest degree of confidence in the Applicant's response or proposed solution. The response exceeds the requirements in providing multiple enhancing features, a creative approach, or an exceptional solution.



# What is Important?

Scoring Criteria (pages 28-32)	The Question to Answer
Technical Merit and Need	Why should your project be funded?
Technical Approach	How you're going to do what you're going to do?
Impacts and Benefits for CA IOU Ratepayers	How will your project benefit ratepayers?
Team Qualifications, Capabilities and Resources	Who is going to make this project happen, and what resources are available to make it happen?
Budget Cost-Effectiveness	Are you spending money wisely?
EPIC Funds Spent in CA	This is a direct calculation based on budget forms.
Ratio of Direct Labor and Fringe Benefit Rates to Loaded Labor Rates	This is a direct calculation based on budget forms.



# Questions and Answers

Please send all questions related to GFO-15-321 to:

**Angela Hockaday**

Commission Agreement Officer

1516 Ninth Street, MS-18

Sacramento, CA 95814

(916) 654-5186

(916) 654-4423 (fax)

[Angela.Hockaday@energy.ca.gov](mailto:Angela.Hockaday@energy.ca.gov)

**Deadline to submit questions:**

**Wednesday, April 20, 2016 5:00 PM PDT**





**Thank you!**