



RFP 297: Comprehensive Climate Action Plan Technical Assistance

Pre-Bid Questions and Answers

Pre-Bid Meeting [February 14, 2024, 1:00 PM (Virtual)] Attendee list:

Name	Organization
Alex Hanson	Sam Schwartz
Alisa Burnside	MKSK Studios
Ben Eskin	Cambridge Systematics
Brandy Huston	Planning Communities
George Vukelich	Stanley Consultants
Hanna Vossler	KPMG
Jane Jordan	MKSK Studios
Jason Sippel	Cyclone Energy Group
Jonathan Slason	RSG
Juniper Littlefield	Sustainability Solutions Group
Kristina Murphy	Confluence Climate Consulting
Linda Toth	Arup
Madeline Dunaway	Clayco
Mark Freeman	
Marley Dooling	Blue Strike Environmental
Megan Marini	3x3
Niki Lintmeijer	E3
Priyanka Jain	3x3
Pulaski, Michael	Thornton Tomasetti
Reid Haefer	RSG
Sabrina Bornstein	Buro Happold
Sumera Patel	
Zak Suttile	E3

CMAP Attendee list:

Bill Barnes	CMAP
Jesse Altman	CMAP
Kate Evasic	CMAP

Kimberly Piper-Cannon	CMAP
Nora Beck	CMAP

Questions and Answers:

- 1. Can you confirm that all modeling and analysis will be done by CMAP using the identified tools from Task 4 and whether you expect additional support needed under this contract or others?**

Under Task 6, CMAP will lead all data and modeling activities and the Consultant will assist by troubleshooting issues and adjusting the methodology, as needed. However, there could be instances where CMAP needs to expand staff capacity to meet the USEPA requirements and deadline for the Comprehensive Climate Action Plan (CCAP). To support CMAP, Consultants should budget for a modest level of modeling or spatial analysis assistance under Task 6.

- 2. Are teams limited to submitting only three project examples or can they submit more?**

Proposals must include at least three examples of similar work. More than three examples will be accepted.

- 3. What is the total point allocation for evaluation and the evaluation criteria?**

The total point allocation will equal 100 points. A breakdown of points by evaluation criteria has not been provided at this time.

- 4. Does the DBE/WBE bonus point apply only to the prime applicant, or would subconsultants on a team also earn this?**

CMAP will assign one (1) extra point to the total point allocation. This extra point can only be earned by the prime applicant, not subconsultants.

- 5. Is CMAP expecting the optional task to fall within the \$400,000 maximum budget?**

Yes. The cost for the optional task should be based on the development of up to two decarbonization briefs and the review of up to seven briefs written by CMAP. An amendment to the RFP is forthcoming.

- 6. Besides CMAP and MMC, are there other consultants or entities currently supporting the PCAP?**

NIRPC is supporting the development of the PCAP under a separate agreement with MMC. Per this agreement, NIRPC will also support the CCAP team as described in the RFP.

- 7. Does CMAP have an internal equity framework for developing methodologies, conducting stakeholder engagement, etc. that could be applied to creating the CCAP, or would CMAP like the consultant to develop one specifically for this project?**

CMAP does not have a formal equity framework. Consultants may propose the development of such a framework if deemed valuable to the planning process and eventual plan.

8. What do we think is the biggest challenge for CMAP in developing and implementing a CCAP? Is there anything CMAP has run into while going through this process?

The timeline is a challenge, as it is tight for a plan of this magnitude. Geography is a challenge too since the Chicago Metropolitan Statistical Area (MSA) includes seven additional counties outside of CMAP's jurisdiction, which will require more coordination and a broader set of plan implementers. The plan also requires knowledge of sectors that fall outside of CMAP's typical scope, such as industry and waste.

9. Will a draft plan of the PCAP be available before the proposal submittal deadline for that plan as well as this RFP?

A full draft of the PCAP will not be made public before the deadline. However, MMC released a [draft spreadsheet of the proposed climate mitigation strategies](#) for stakeholder feedback. The structure for the GHG reduction measures in the PCAP relies heavily on the [2021 Metropolitan Mayors Caucus Regional Climate Action Plan](#).

10. Anything that you can provide to help consultants best respond to stakeholder engagement would be helpful (e.g., in-person vs virtual, the process used for PCAP, etc.)

The landscape of stakeholder engagement is continuously evolving and CMAP continues to experiment with different tactics for outreach and engagement. CMAP invites consultants to propose innovative engagement strategies and inclusive activities to meet the goals, requirements, and deadline for the CCAP. While the approach is subject to change based on the Consultant's approach, CMAP anticipates the following mix of in-person and virtual engagement activities:

- In-person steering committee meetings at CMAP's offices with a hybrid option made available for members or Consultants, as appropriate.
- Virtual focus groups with subject matter experts with the potential for CMAP staff to attend in-person meetings convened by external stakeholders.
- A combination of focus groups (in-person, virtual, or hybrid) and asynchronous activities, led by the Consultant, to obtain low-income and disadvantaged community (LIDAC) input at key points in the CCAP development process.
- Large public meetings throughout the MSA are not anticipated as part of this project.

MMC's approach to develop the PCAP is to build on and leverage previous engagement efforts from the 2021 CAP. Additional stakeholder engagement has occurred through MMC's Environment Committee, CMAP's Climate Committee and Board, and a webinar hosted in December 2023 by CMAP, MMC, and the state of Illinois.