

Integrated Energy Data Resource (IEDR)

Responses to Submitted Questions

NYSERDA IEDR Webpage: <https://www.nyserderda.ny.gov/All-Programs/Programs/Clean-Energy-Standard/Important-Orders-Reports-and-Filings/Integrated-Energy-Data-Resource>

Category	Question	Response
Funding	1. On what data and estimates is the \$400,000 budget based? Is this just for Phase 1 or also Phase 2? The RFP states, "Phase 2 funding (years 3 through 5) is contingent on the availability of funding." An overall indication of the FTE invested would be very helpful.	The \$400,000 budget is based on a 5-year duration (Phase 1 and Phase 2). NYSERDA reserves the right to extend and/or add funding to the Solicitation should other program funding sources become available. This includes funding that may be approved to support Phase 2 of the IEDR. Final number of FTEs will depend on the needs of DPS Staff and the competitive rates offered by proposers.
UCG	2. With what frequency will the Utility Coordination Group meet? It says in the Implementation Plan that the Program Sponsor will set the schedule (p.13). I'm assuming that this role is a different name for the Utility Data Systems Consultant referenced. Without some indication of the frequency of these meetings it's tough to create a bid that's competitive but still ensures against these uncertainties.	It is anticipated that the Utility Coordination Group (UCG) will meet once a month. Most meetings will be approximately one to two hours in duration. The Utility Data Advisor is the same as the Utility Data Systems Consultant; the title Utility Data Advisor will be used to refer to this entity moving forward.
UCG	3. On Page 4, first bullet. NYSERDA states that the Utility Data Advisor will be required to attend most, if not all, of the UCG meetings. Can you give an estimate of 1) How many of these meetings will be held, 2) their duration, and 3) what location they will be held?	UCG meetings will be held approximately once a month for one to two hours in duration. UCG meetings are currently being held virtually. Meetings may eventually be held at the NYSERDA office in Albany, NY or the DPS office in Albany, NY but a virtual option will likely continue to be made available.

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Budget	4. We'd need to either charge meeting time by the hour or have at least an indication of the amount of time spent in meetings. For a current NYSERDA project that we're working on, staff time is paid monthly and charged by the hour. Would that be the same here?	NYSERDA currently anticipates a time and materials contract will be awarded. All proposers should use the budget template provided to communicate the hourly rates of staff that would be working on the project. NYSERDA also anticipates a monthly cadence for invoicing.
Scope	5. To whom would the Utility Data Advisor report at NYSERDA? What resources will NYSERDA make available to the Utility Data Advisor to protect them from scope creep if the expected meeting time or DPS requests exceed the SOW?	The selected Utility Data Advisor will report to a project manager on the NYSERDA team. This project manager will assist the Utility Data Advisor in managing the scope of the project as appropriate. If changes in scope, schedule, and/or budget are required, the NYSERDA project manager will consult with DPS Staff and work with the Utility Data Advisor in proposing a contract modification with mutually agreed upon terms or otherwise resolve the issue.
Scope	6. In the Introduction of the RFP, Page 2, NYSERDA States, "This entity will be a dedicated resource to DPS Staff to oversee and provide guidance on the utility data sourcing efforts and investments. This will require understanding and acting on matters concerning the utility resources and processes that will provide required utility data to the IEDR. This entity will also participate in the IEDR Utility Coordination Group." Can you please define the term "dedicated"? Is NYSERDA asking for one full time equivalent (FTE) for the full five-year period?	The term "dedicated" is intended to connote that the resource will directly support DPS. The role will not necessarily require one full time equivalent for the full five-year period but should provide one or more resources that are available during this time period to serve as primary contacts and support DPS's evaluation of utility proposed data sourcing efforts and investments related to the IEDR as needs arise. Requests may be on a short notice and NYSERDA wants to ensure that the chosen firm will be available for such requests.