#  Conceptual Design Services to Support Tier 4 Verification and Settlement

Request for Proposal RFP 5481

Bidder’s Questions and Responses

**RFP Questions and Answers**

**3/12/2024**

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| **ID** | **Question** | **Answer** |
| 1.  | Who will be the end-users of the Tier 4 verification system? | NYSERDA internal users only. |
| 2.  | How does this SOW and software development cycle align with the T4 Projects’ CODs? | Per the contract, RECs will be generated starting the 1st of the month following COD. |
| 3. | What is the Vendor’s role in the Tier 4 Implementation Plan? | NYSERDA is responsible for developing the Implementation Plan. Activities undertaken as part of this SOW will inform the Implementation Plan and verification processes. |
| 4. | When is the Implementation Plan due and how does it relate to the 8-month SOW? | The Implementation Plan is currently due 10/11/24. The proposed 8-month or sooner tenor for this SOW is proposed to allow time for an RFP seeking a system build and its deployment prior to CODs.  |
| 5. | Who are the key stakeholders for this SOW? | Internal, NYSERDA shared services business units (finance, legal, contracts, IT etc.), external collaborating agencies (DPS), the Tier 4 Sellers, grid system operators, etc.  |
| 6.  | How is NYGATS involved in this process? | NYGATS is the State’s tracking system for RECs. It maintains the database of each REC and its status as minted, transferred, and retired. NYGATs will perform the same function for all Tier 4 RECs. |
| 7.  | What types of data inputs and sources that will be critical for the Tier 4 Data Inventory? | Tier 4 settlement will require both static and dynamic data from generation resources, grid operations, etc. Much of this is considered CEII data and may be sourced through the NYISO or participating Resources.  |
| 8.  | Is the timeline of 8 months related to stakeholder availability, unknowns from theongoing CHPE and CPNY projects, and unknowns that are still being discovered internally by NYSERDA? | The T4 verification system must be operational by May 2026. Working backwards and allowing 12 months for deployment and testing, 8 months is the maximum amount of time we can allow to produce a functional specifications document to support an RFP for the system procurement. NYSERDA will work to ensure stakeholder availability. We note that while we are striving to ensure contract compliance, there are nuances that complicate what that may mean to different stakeholders. |
| 9.  | Can you provide any key milestones or deadlines for the project? | A Project Kickoff meeting in early May, final deliverables in December 2024, or earlier. |
| 10. | Under 2.1: Will bidder be required to use existing/internal NYSERDA PM tool(s) and, if so, will basic user training be provided? Or can bidder include PM tool(s) in scope for the project? | Bidder’s can propose PM tools and methods that are appropriate for this SOW. NYSERDA has access to MS Project for scheduling and milestone tracking. |
| 11. | Under 2.2: Is there an existing stakeholder governance structure/cadence in place or should bidder include this in proposal response? | NYSERDA will establish an internal steering committee and bring forward internal and external stakeholders as needed. It is envisioned that subcommittees will be needed around specific topic areas. Governance and meeting cadence should be proposed and will be worked through in conjunction with the Steering Committee. |
| 12. | Under 2.3: Are there currently assigned owners in NYSERDA for the processes in scope? | The Tier 4 team will manage all aspects of this SOW. |
| 13. | Under 2.4: Are there currently internal NYSERDA tools that will be used or integrated with those identified by the proposer? | Existing enterprise software systems are used by NYSERDA and it is envisioned that the Tier 4 system will pass critical, must-have data points to the existing systems to complete the REC settlement processes. These include: NYGATS, Salesforce, and an internal accounting system. |
| 14. | Under 2.5: Are there current NYSERDA data owners/SME’s that will participate in the conceptual design tasks described? | SME’s will be available for the internal enterprise systems, as well as contract interpretation of the verification requirements. NYSERDA will identify SMEs for data sources that will originate from outside NYSERDA. |
| 15. | Under 2.6: Will functional requirements need to consider any existing NYSERDA business applications for enhancement or integration? Or will the future RFP referenced be for new / greenfield / standalone application development? | It is likely the Tier 4 verification system will be a standalone system that integrates with / passes critical data points to the existing enterprise systems. However, if this process determines that existing business applications can be modified to provide the needed functionality then that would be considered a viable option as well.  |
| 16. | Under 5.12 for Information Security: Must be bidder / any sub-contractor be SOC2-Type 2 certified to attain a high or moderate rating? | No, this work focused on developing the conceptional design for the verification and settlement system, SOC2-Type 2 certification is not required.  |
| 17. | Will this slide deck be shared with registrants via email? | The slides and Q&As will be posted to the Tier 4 Solicitation Page. |
| 25 | Will you be posting the recording of this webinar?  | No. |
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