



Questions and Clarifications for WFRC Station Area Accelerator RFP

Questions received by the deadline of 12pm MT, Thu Oct 15 2026. Clarifications to be posted to the State U3P site and WFRC website by 12pm MT, Mon Oct 19, 2026.

- 1. How are subconsultant qualifications scored relative to the prime's, and is there a minimum technical score for subconsultants?**
 - a. Offerors are evaluated as a complete team for the role(s) they are responding to. Subconsultants will be evaluated together with the Prime. The Selection Committee will not score subconsultants separately.*
- 2. What is the weighting of the technical approach versus qualifications versus capabilities within the 80 technical points?**
 - a. Please see page 23-24 of the RFP.*
- 3. No specific DBE goal is established. Are DBE participation commitments still evaluated as a scoring factor?**
 - a. Please see the WFRC Terms and Conditions document on the [WFRC procurement page](#).*
- 4. Regarding Steering & Advisory Committees, does the consultant need to organize, recruit, and plan the meetings OR “support” by just being present at the meetings?**
 - a. The number of Steering and Advisory Committee meetings will be determined in project scoping with input from Role C; the meetings are anticipated to take place at major milestones. As stated in the RFP, WFRC staff is responsible for “Convening and staffing of the Steering Committee and the Advisory Committee, including agendas, materials and minutes.” Consultant team input will be considered and welcome for meeting organization, and Consultant participation will likely be appropriate at some or all of those meetings.*
- 5. Is there a specific number of engagement workshops WFRC expects?**
 - a. Two specific workshops (Pipeline Development Workshop and Priority Site Implementation and Credit Support Opportunity Workshop) are included in the RFP, in addition to engagement beyond workshops.*
- 6. Can we engage multiple communities in a workshop at once, by region for example?**
 - a. For the Pipeline Development Workshop and Priority Site Implementation and Credit Support Opportunity Workshop engagement, specifically, multiple communities will participate, yes.*
- 7. Could WFRC clarify whether it wants two references total or two references per firm leading each role?**
 - a. Offerors may provide two client references per role they are proposing on, regardless of the number of firms.*

- 8. Section E of the RFP states that the contract will be subject to WFRC's Standard Terms and Conditions. Can WFRC provide a copy of its Standard Terms and Conditions for review?**
- a. Please see the WFRC Terms and Conditions document on the [WFRC procurement page](#).*
- 9. Can WFRC provide a copy of the Cost Proposal form for submitters to fill out?**
- a. There is no form or template. As described in the RFP, please attach a separate document detailing base price and loaded rates for personnel included in the proposal.*
- 10. For proposals that include multiple roles led by separate firms, should each role have its own 4-page team section, or may teams submit a combined section allocating a portion of the 4-page-per-team limit introducing the overarching team organization and qualifications?**
- a. Please dedicate 4 pages per role, as roles will be evaluated individually.*
- 11. For proposals that include multiple roles led by separate firms, can the proposal provide a combined approach within the 4-page-per-role limit instead of separated approaches?**
- a. Please dedicate 4 pages per role, as roles will be evaluated individually.*
- 12. Are the Project Understanding and Project Schedule sections one page per submittal or one page per role?**
- a. The Project Understanding section should each be one page per submittal, regardless of the number of roles.*
- b. WFRC will accept two pages for the Project Schedule, as amended herein, regardless of the number of roles.*
- 13. Page 8 defines the base scope as "Sections 4 through 8," but the scope is organized as Phases 0–3. Can WFRC confirm which tasks are included in the base scope?**
- a. This is an error. The base scope includes all of the work outlined in Phases 0-3 within Section B: Project Information, in the table spanning pages 11-20*
- 14. Task 2.2 states that engineering-grade order-of-magnitude cost estimates should be "of a quality a lender's technical advisor would accept as a starting point." Could WFRC clarify what is meant by cost estimates "of a quality a lender's technical advisor would accept as a starting point"? Is the intent a planning-level estimate suitable for preliminary project programming, or is a more detailed level of cost estimation anticipated?**
- a. A planning-level estimate is expected, design-level estimates are not. The phrase "of a quality a lender's technical advisor would accept as a starting point" means the estimate should be documented and well explained, not that it must be supported by design development. No design work is expected under this RFP. Where existing engineering information is limited, the Consultant should state what was assumed, what would need to be confirmed through subsequent design, and any item whose uncertainty materially affects project feasibility.*

15. Can the one-page Schedule and the Cost Proposal document be 11x17 page size to allow adequate space for the details requested?

- a. WFRC will accept two pages for the Project Schedule as amended herein. Please adhere to the 8.5"x11" page formatting requirement.*
- b. Offerors may use 11" x 17" pages for the Cost Proposal Sheet and the accompanying rate schedule where a table requires the additional width. All other proposal sections, including the Project Schedule, should be submitted on 8.5" x 11" pages.*

16. Does the 11 pt minimum font size requirement apply to tables and figures?

- a. Fonts within tables and figures should be legible and close to the 11pt font requirement. A reasonable amount of flexibility will be exercised for this requirement due to differences in font families.*

17. Is there a file size limit for the emailed PDFs?

- a. There is not a file size limit for proposals, but any PDFs that can't be attached can be shared as a Google Drive link (or other file sharing link with explicit access instructions).*

18. The RFP asks for "References (2): Two client references. Include email and telephone contact information. Project reference interviews will be conducted by the Selection Committee. 1 page." Can we provide two client references per role we are proposing on?

- a. Offerors may provide two client references per role they are proposing on, regardless of the number of firms.*

19. Task 0.4 in the Phase 0 Schedule Basis on page 12 references "the design of the non-selection package required at Task 1.7." However, the Phase 1 task table includes Tasks 1.1 through 1.6 and does not contain a Task 1.7, and we have not identified another reference to a "non-selection package" in the RFP. Could you please clarify the intended scope, deliverables, and standards associated with Task 1.7 and the referenced non-selection package?

- a. This is an error. The last item in the list of Task 0.4 should read "and how the toolkit and transferable products required at Task 2.10 will be delivered to communities."*

20. Could WFRC clarify the expected level of engineering and cost-estimating detail for the infrastructure cost estimates under Role B, particularly for station areas where existing design or engineering information may be limited? Specifically, what level of design development and supporting documentation does WFRC expect for the required order-of-magnitude cost estimates?

- a. Please see the response to Question 14. No design development is expected under Task 2.2. The supporting documentation should allow a review to follow how each estimate was built: the infrastructure elements included, the quantities and units costs used and where they came from, and the assumptions made where existing engineering information is limited. As stated in the RFP, Respondents should carry appropriate engineering capability, whether in-house or as a named subconsultant.*

- 21. Given that many station areas already have certified station area plans and associated engagement processes, does WFRC anticipate that Role C will primarily build upon those efforts and focus on implementation stakeholders, sponsors, property owners, and potential development and finance partners? Or does WFRC anticipate a new, broader community engagement process for the priority station areas?**
- a. Role C will build on any engagement processes that took place during the preparation and adoption of station area plans.*
- 22. If a team consists of more than one firm, should the submittal include two references for each firm?**
- a. Offerers may provide two client references per role they are proposing on, regardless of the number of firms.*
- 23. Please confirm the intended budget allocation. It is understood that \$850,000 has been allocated for the base scope across Roles A, B, and C, and there is additional allowances of \$75,000 for Role A and \$60,000 for Role B. Assuming that Phase 2 proceeds with four priority station areas, is it correct that the intent is for the Phase 2 budget to comprise ~\$150,000 per station area = \$600,000 of the overall budget? This would leave ~ \$250-385,000 for work completed during Phases 0, 1, and 3?**
- a. Approximately, yes, as a planning figure. The \$150,000 per station area is an average across the Phase 2 base scope, not a per-site allocation. As stated in the Scope of Work and in Task 2.0, the allocation between selected station areas is expected to be unequal and will be established in writing for WFRC's approval before substantive Phase 2 work begins. The bulk of the work is in Phase 2.*
- 24. For the reference requirement, is it two references per role or for the entire submittal?**
- a. Offerers may provide two client references per role they are proposing on, regardless of the number of firms.*
- 25. Regarding the project schedule requirements in Section D. Proposal Format, would WFRC accept two pages – one page that includes the schedule (with timeline of project by task) and one page with duration of each task by hours by firm? Alternatively, could the schedule be on an 11x17” page.**
- a. WFRC will accept two pages for the Project Schedule as amended herein.*
- 26. What depth of legal review does WFRC expect under Task 2.7: issue identification for a sponsor's counsel, or analysis a sponsor's counsel could rely on?**
- a. Issue identification. Task 2.7 is a high-level review intended to surface the compliance and regulatory questions that bear on feasibility and financing, and to recommend what a sponsor should address. It does not call for legal opinions, title opinions, or analysis on which a sponsor or a lender would rely. Where a matter requires reliance-quality work, the Consultant should identify it and note that it falls to the sponsor's own counsel. Consistent with Task 2.12 and Phase 3, work undertaken on behalf of a project sponsor in pursuit of financing is sponsor-side work, supported by the sponsor's own legal and financial advisors.*

- 27. For Task 1.4, what is meant by "Nomination responses received by WFRC are evidence at this tier?" Will communities be asked to self-nominate for inclusion in the program assessment? If so, is it correct that their projects will be included either way?**
- a. Cities who express an interest in participating in the effort at a deeper level may self-nominate. All stations will be evaluated according to the criteria established in Task 0.2 as to whether they rank highly and may become priority projects, and self-nominations can be considered at this time.*
- 28. In a few places, the RFP mentions Steering and Advisory Committee meetings, but it does not explicitly outline consultant involvement. How many of these meetings will take place, and when? What is WFRC's expectation for consultant involvement in organizing and facilitating those meetings?**
- a. The number of Steering and Advisory Committee meetings will be determined in project scoping with input from Role C; the meetings are anticipated to take place at major milestones. As stated in the RFP, WFRC staff is responsible for "Convening and staffing of the Steering Committee and the Advisory Committee, including agendas, materials and minutes." Consultant team input will be considered and welcome for meeting organization, and Consultant participation will likely be appropriate at some or all of those meetings.*
- 29. Task 1.3 indicates that the consultant team shall engage every community across the SAP inventory to extract current project information. Based on the desired outcomes of these conversations, it may be hard to facilitate in large group format; and rather, it may take multiple meetings per community to reach each type of contact identified. Is it WFRC's expectation that each community will be engaged individually?**
- a. Communities will be engaged to varying degrees. Each tier of evaluation will narrow the number of communities/stations, and engagement will deepen as the list is narrowed. The detailed engagement approach will be negotiated during scoping; consultants may propose a preferred or recommended approach.*