

CONTRACT OPPORTUNITY ANNOUNCEMENT

Contract Type:

- Professional Service Contract
- Construction Contract
- Service Contract
- Material Requirement
- Other

Opportunity Summary:

Contract Opportunity Title: PG&E's Small Business Affinity Partnership in Central Valley

Request For: Information

Estimated Contract Value: \$75K - \$200K per year, on a year by year basis

Work Location: Central Valley counties including: San Joaquin, Stanislaus, Merced, Madera, Fresno, Kings, Tulare and Kern

Response Due Date: Respond with your interest no later than 2/22/2021

Opportunity Description:

Background:

Pacific Gas and Electric Company (www.pge.com), a subsidiary of PG&E Corporation, is one of the largest combined natural gas and electric energy companies in the United States. Based in San Francisco with more than 23,000 employees, the company is the primary natural gas and electric service provider for Northern and Central California. The company's 70,000-square-mile service area stretches from Eureka to the north to Bakersfield in the south and from the Pacific Ocean in the west to the Sierra Nevada in the east. PG&E delivers some of the nation's cleanest energy to 16 million people.

There are approximately 23,000 employees who carry out PG&E's primary business—the transmission and delivery of energy. The company provides natural gas and electric service to approximately 14 million people throughout a 70,000-square-mile service area in northern and central California. PG&E's customers include over 20,000 schools, 3,000 hospitals, 20,000 high-tech companies and 700 military facilities. As the primary natural gas and electric service provider for Central and Northern California, PG&E's service area stretches from Eureka in the north to Bakersfield in the south, and from the Pacific Ocean in the west to the Sierra Nevada in the east. PG&E provides electricity to over 4.9 million customers and natural gas to over 3.9 million customers.

PG&E is committed to enhancing its supply base to include contractors who can contribute to PG&E's corporate values, including diversity, safety, environmental stewardship, and corporate integrity. The RFP evaluation process is intended to provide opportunities for successful firms to expand their business with PG&E, new firms to establish business with PG&E, and for PG&E to realize reductions in costs, both internal and external, while experiencing enhanced commitment to corporate values. This will be an exciting opportunity for PG&E and its suppliers – both current and new – to reshape the way by working together to improve PG&E's operations.

Contract Opportunity Description:

The objective of this bid opportunity is to identify local, small and medium-sized suppliers in the Central Valley to support outreach to local, small and micro businesses within their community. The selected supplier(s) will help to: increase awareness of PG&E's offerings; create greater awareness of PG&E's products and services; provide personalized, high touch connectivity to the local business community; educate on customer digitization to improve ease of payments; share availability of resources and programs.

(continued on next page)

Contract Opportunity Description (continued):

Description of work includes, but is not limited, to the following:

- a. Local outreach: Connect and explain to small business owners how to incorporate sustainability, safety and energy efficiency measures into buildings to optimize performance.
- b. Digital education: Maximize the small business owner's digital experience with the PGE.com platform.
- c. Education: Raise awareness and provide education on distributed energy and other resources within the PG&E ecosystem via door-to-door outreach, phone campaigns, and / or community events.
- d. Data collection and reporting: Track and report key performance metrics related to a specific outreach subject. Provide detailed reports, presentations and recommendations based on findings.

Minimum Requirements:

Suppliers must meet all the following requirements to be considered:

- a. Demonstrated experience and success in managing community outreach programs.
- b. Staff with sustainability, engineering, or energy-related consulting experience.
- c. Meet the State of California definition of Small Business (A business with principal office domiciled in California with 100 or fewer employees; average annual gross receipts of \$15 million or less over the last three tax years).
- d. Ability to meet critical cyber security requirements and pass a detailed review.
- e. Meet all background and business requirements to become a PG&E supplier.

Work Location:

The supplier's work facilities must be located within the PG&E-served communities of the Central Valley, including: San Joaquin, Stanislaus, Merced, Madera, Fresno, Kings, Tulare and Kern.

Supply Chain Responsibility Considerations:

The selected supplier is encouraged to align with PG&E's Supply Chain Responsibility policies and procedures. The supplier will be asked to provide a detailed description of their internal, specific supply chain responsibility program and practices related to supplier diversity, environmental sustainability and ethical business conduct.

Conduct Requirements:

Suppliers, as well as their employees, subcontractors and sub-suppliers, must adhere to the principles and standards outlined in our Supplier Code of Conduct as they provide goods and services to PG&E. Review Code and understand its obligations here:

<http://www.pgecorp.com/corp/about-us/compliance-ethics/program/third-party-code-conduct.page>

How to Respond:

Suppliers interested in participating in this Contract Opportunity must:

- Meet all minimum requirements noted above
- Complete the Questionnaire attached to this Contract Opportunity Announcement.
- Submit completed Questionnaire via email to Nichoel Farris by 12 noon (PT) February 22, 2021.

If Additional Questions, Contact:

Nichoel Farris
Channel Manager / Small Business Strategist
Nichoel.Farris@pge.com

Interested Bidders Questionnaire: PG&E's Small Business Affinity Program
Complete and submit to Nichoel Farris at Nichoel.Farris@pge.com.

a. Company Information

- i. Full legal name of your organization
- ii. Main contact name, title, address, phone number, email
- iii. Total number of W2 employees
- iv. Note any use of 1099's, or independent contractors that would be used by your Company to perform the work
- v. Note any subcontractors, and their locations, that would be utilized by your Company to perform the work
- vi. Number of W2 employees of any subcontractors and their locations
- vii. Number of 1099's or independent contractors utilized by subcontractors, and locations
- viii. Provide information on the use of any H1B personnel utilized through subcontractors
- ix. Location of your primary office
- x. Primary and local office staff size
- xi. Location of any local office (within PG&E's service territory and within the state of California)
- xii. Primary function of your business
- xiii. PG&E supports the utilization of diverse and local businesses within its service territory and the state of California. Please provide information on diversity and /or local status.

b. Financial Data

- i. Form of Ownership:
Sole Proprietor _____ Partnership _____ Corporation _____
- ii. Date of Incorporation _____ / State _____
- iii. What was your 2019 annual revenue?

c. Clientele

- i. Who are your current largest 5 clients?
- ii. How long have they been with you and what is their average contract spend?
- iii. Are you currently an approved supplier or hold a Master Services Agreement with PG&E?

d. Approach

- i. Describe your approach in supporting PG&E's Central Valley Affinity Program and how you will connect with local small business owners. Include details on how you plan to collect key performance metrics. Please limit your answer to 1 page.

e. Relevant Experience

- i. Describe any relevant experience in managing similar community outreach programs and highlight any success resulting in cost savings and customer satisfaction. Please limit your answer to 1 page.

f. Capabilities

- i. Detail your staffing capabilities and acceptable volume of outreach through various channels including: door to door, phone-based campaigns, and community events. Please limit your answer to 1 page.
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