



STATE OF CALIFORNIA

CALIFORNIA INSTITUTE FOR ENERGY AND ENVIRONMENT

IN PARTNERSHIP WITH

NATURAL RESOURCES AGENCY

&

THE FIFTH ASSESSMENT TEAM

June 5, 2023

REQUEST FOR PROPOSAL

Notice to Prospective Applicants

RFP # CCCA5-1

CALIFORNIA'S FIFTH CLIMATE CHANGE ASSESSMENT

CORE CLIMATE RESEARCH PROGRAM

The California Institute for Energy and Environment (CIEE) at the University of California, Berkeley (UCB), in partnership with the California Natural Resources Agency (CNRA) and the Fifth Assessment Team invites you to review and respond to this solicitation. In submitting your proposal, you must comply with the instructions found herein.

This solicitation is published online on the [CIEE website](#). To view and ensure receipt of any addenda to this solicitation that may be issued, interested parties are encouraged to join California's Climate Change Assessment [email list](#).

The deadline for receipt of proposals is **July 17, 2023, 5:00:00 pm PDT**. Any proposals received after the deadline will not be accepted. **Proposal submissions must be submitted electronically by email only**. Proposals must have the solicitation number and name of proposing entity in the subject line and be submitted to the following email address indicated below. For further details, see Section G.2 of this solicitation.

ccca@berkeley.edu

In the opinion of CIEE, CNRA, and the Fifth Assessment Team, this solicitation is complete and without need of explanation. However, if you have questions, notice any discrepancies or inconsistencies, or need any clarifying information, please send an email to the address listed above. All questions must be submitted in accordance with the instructions contained herein.

We appreciate your interest in this program and hope that you respond to this solicitation.

Table of Contents

A. BACKGROUND	3
B. PURPOSE.....	3
C. CLIMATE RESEARCH TOPICS (CRT)	4
D. KEY DATES TABLE.....	8
Table 1: Key Action Dates	9
E. ELIGIBILITY REQUIREMENTS	9
1. Eligible Organizations	9
2. Eligible Research	10
3. Eligible Costs	10
4. Subcontracts / Subcontractors	10
F. QUESTIONS / WEBINAR.....	11
1. Questions	11
2. Webinar (Optional Attendance)	11
G. PROPOSAL REQUIREMENTS AND SUBMISSION PROCESS.....	12
1. Proposal Format and Page Limits	12
2. Proposal Submission	12
H. REQUIRED PROPOSAL COMPONENTS	13
1. Cover Page	13
2. Scope of Work	13
a. Abstract	13
b. Required Questions	13
c. Methodology	14
d. Work Plan	14
3. Work Schedule	14
4. Budget and Budget Justification	14
5. Statement of Qualifications for Key Personnel	15
I. EVALUATION FOR AWARD	16
1. Phase One: Administrative Evaluation (Pass/Fail)	17
2. Administrative Evaluation Criteria Table	17
3. Phase Two: Technical Criteria and Scoring (100 Points Possible)	18
4. Technical Evaluation Criteria and Scoring Table	18

J. AWARD PROCESS	20
K. KEY TERMS	21
L. ATTACHMENTS	24

A. BACKGROUND

California is already experiencing the impacts of climate change. In the last decade, Californians have endured severe drought, floods, historic wildfires, rising seas, and record temperatures all driven by climate change. Building resilience to these impacts requires sustained investment in climate change research and science.

[Senate Bill 1320 \(Stern, 2020\)](#) calls on the State to advance action-based science by developing California Climate Change Assessments at least every five years. Building on the strong foundation set by previous Assessments, the California Governor's Office of Planning and Research (OPR) is leading the implementation of California's Fifth Climate Change Assessment (Fifth Assessment), in partnership with CNRA, the California Energy Commission (CEC), and the California Strategic Growth Council (SGC). CNRA is leading the Core Climate Research Program for which this solicitation is funding.

For more information about the Fifth Assessment, visit <https://opr.ca.gov/climate/icarp/climate-assessment/>.

For examples of research conducted under California's Fourth Climate Change Assessment, visit <https://climateassessment.ca.gov/>.

B. PURPOSE

The purpose of this solicitation is to fund critical climate change research that fill demonstrable gaps in the scientific literature related to understanding and adapting to climate impacts.

This work will be used to inform other Fifth Assessment products, including a series of regional synthesis reports, statewide topical synthesis reports, and a statewide summary of Fifth Assessment findings and key takeaways. The Fifth Assessment research products may be used to inform state- and local-level climate planning, policies, and actions, and must demonstrate alignment with the State's climate agenda. This includes but is not limited to the [2021 California Climate Adaptation Strategy](#) and/or any of the State strategies or plans referenced therein; [the 2022 California Climate Change Scoping Plan](#); and/or the [California Climate Commitment](#), California's historic multi-year climate budget. Additionally, these

research products shall align with the Newsom Administration's commitment to embedding equity in all it does, including [Executive Order N-16-22](#), consistent with a California for All.

Data and information generated by the Fifth Assessment research will be integrated into existing tools and guidance that the State provides. These may include, but are not necessarily limited to, [Cal-Adapt](#), [General Plan Guidelines](#) for cities and counties, the State's [Open Data Portal](#), [California Climate Adaptation Strategy](#), [Climate Change Scoping Plan](#), and sectoral climate strategies, such as [Natural and Working Lands Climate Smart Strategy](#), and [Extreme Heat Action Plan](#).

The research CNRA is funding through this RFP will align with other concurrent Fifth Assessment research funding opportunities, including the Fifth Climate Change Assessment Tribal Research Grant Program administered through CEC and the CEC-funded energy-related climate research. Relevant energy-related research not eligible through these opportunities will be considered eligible for funding under this RFP.

Recognizing the cost of research varies, the Fifth Assessment project team expects to receive a range of proposed budgets. Up to approximately \$5.5 million are available to support a series of research contracts. This is expected to fund approximately 20-30 proposals. There are not minimum or maximum award amounts under this solicitation, thereby creating opportunity to fund a range projects, such as smaller projects that leverage other funds or larger critical projects.

C. CLIMATE RESEARCH TOPICS (CRT)

The following climate research topics are based on broad input received from State agencies and other government entities, academic and science research institutions, community-based and non-profit organizations, California Native American tribes, businesses and private institutions, and residents. They are intended to reflect key gaps in California's climate research that the Fifth Assessment might address. Researchers are encouraged to consider these research priorities in determining the scope of individual proposals submitted under this RFP.

Researchers may propose topics that are not already reflected below, using CRT-27 below. In these cases, the proposal must demonstrate how the proposed topic fills a gap in research needed to better understand climate change impacts, trends, and events in California and/or potential actions to adaptively respond to these changes and to build resilience throughout the State. The scope of research

may include a focus on one or more distinct topics, including, but not limited to meta or comparative analyses. The proposed Scope of Work may expand on prior or ongoing research.

The scopes of the topics listed below are broad. While in alignment with the broader topics in this list, related research projects conducted as a part of the Fifth Assessment may be narrower in scope.

The climate research topics below are listed in no particular order and do not represent a hierarchy or priority amongst the topics.

Climate Research Topics (CRT)

- CRT-1. Evaluation of climate change adaptation strategies to understand the equity implications and potential unintended consequences on vulnerable communities, including potential for job loss as well as workforce opportunities in emerging and expanding industries and technologies.
- CRT-2. Increased understanding of climate change-related occupational hazards, including which workers are most vulnerable to the impacts of climate change and best practices to mitigate these impacts.
- CRT-3. Health (mental and physical) and social consequences (short-term, chronic, and cumulative) of climate change-related extreme events and impacts, including, but not limited to, extreme heat, wildfire smoke and toxicity, water supply and quality, and flooding.
- CRT-4. Explore how climate-related events will impact emergency system capacity and potential responses to the loss, damage, or adverse impact of major infrastructure (e.g., major roads, water conveyance structures, Delta levees, electrical and gas transmission, etc.).
- CRT-5. Effectiveness of cooling strategies for buildings and neighborhoods on indoor heat exposure and associated energy demand.
- CRT-6. Housing solutions to increase climate resilience including the health, social, and economic benefits of building new and retrofitting existing affordable housing to be resilient to projected climate change impacts.
- CRT-7. Climate change-driven landslide risk to transportation infrastructure, communities, and habitats.
- CRT-8. Effects of toxic mobilization from climate induced impacts, including but not limited to, saltwater intrusion, groundwater contamination and

inundation, changes in tidal reach, and the combined flood risk from tides, surges, and river discharges.

- CRT-9. Impacts of sea level rise on salinity levels in groundwater and freshwater inland ecosystems and corrosion of critical infrastructure, including adaptation opportunities in response to these impacts and concerns.
- CRT-10. Impacts of sea level rise on coastal habitats and communities including estuaries, beaches, dunes, inland waterways, groundwater rise and flooding, sediment transport, wetland migration pathways, vulnerability of coastal infrastructure, public access, and the adaptation strategies in response to these impacts and concerns.
- CRT-11. Effects of increasing water temperatures, varying precipitation patterns, and associated events (such as harmful algal blooms and ocean acidification) on fish and other aquatic and marine ecosystems, including, but not limited to, impacts on species such as chronic and acute physiological changes, sex ratios, and fecundity.
- CRT-12. Impacts of drought and climate change-induced aridity on surface and groundwater supply, changes to surface-groundwater connections, and recharge potential, including the economic and equity impacts of these changes.
- CRT-13. Impacts and cascading effects of future extreme heat and drought on agricultural productivity including, but not limited to, the effect on crop patterns, pollinator health, food security (cost and nutritional availability), and economic viability. Evaluate how competing uses for water during periods of drought have impacted agricultural production, and the effect of future climate changes, regulations, and water systems.
- CRT-14. Quantification of the compounding and cascading effects of climate change and the historically top natural hazards in California such as earthquake, fire, tsunami, and flood. Quantify the compounded hazards on the built environment.
- CRT-15. Combined heat and drought impacts on soil quality, soil dust levels, and resultant air quality changes in deserts and other California ecoregions.
- CRT-16. Effects headwater management practices have on downstream water supply and quality, hydrology, habitat quality, and biodiversity.

Examples may include, but are not limited to, identifying practices that maximize snowpack retention, measure watershed yield based on management induced changes in forest form (e.g., density/basal area), and identifying what conditions resulting from potential forest management techniques will maintain, support, or degrade habitats and ecosystem services.

- CRT-17. Roles of wetlands and their associated ecosystem functions in maintaining carbon storage, water supply, water quality, flood control, biodiversity, and habitat connectivity. This may consider various habitat restoration techniques, including animal and other process-based restoration such as beavers.
- CRT-18. Identification of climate refugia or habitat conditions that can provide increased climate resilience and support species adaptation to climate change. This includes, but is not limited to, identification of critical population connectivity, migration pathways and corridors, and habitat restoration and conservation opportunities.
- CRT-19. Impacts of climate change (including extreme events) on biodiversity and native species, including what factors affect vulnerability and resilience, ways to identify the greatest threats to biodiversity caused by climate change (including but not limited to invasive species and pests), understanding how species or populations will respond to climate change, and identifying techniques and metrics for tracking and monitoring the effects of climate change on biodiversity.
- CRT-20. Effects and consequences of climate change on nature-based climate solutions, as well as necessary modifications to ensure actions are successful. Examples may include how prescribed fire burn windows will need to be modified to account for drought or heat, how biodiversity conservation can incorporate species migration and population connectivity, how coastal wetland restoration can account for sea level rise projections, and how mountain meadow restoration can incorporate wildfire management.
- CRT-21. Impacts of climate change on forest health and how cultural and prescribed burning can build resilience to these impacts.
- CRT-22. Climate change-related impacts on tribal cultural resources, culturally important species, traditional gathering areas, ceremonial sites, other cultural sites, as well as the impacts communities and individuals may experience due to (further) loss of their culture.

- CRT-23. Effects of climate change on California Native American tribes' traditional food sources, food systems, and culturally important species.
- CRT-24. Impacts of drought and water availability on land use development and housing growth, including strategies to improve access to residential water supply efficiency and increase drought resilience.
- CRT-25. Effect of building codes on improving resilience to climate change-induced events and extremes, such as extreme heat, wildfire, or flooding.
- CRT-26. Effects of climate-related events on short-term (e.g., evacuation, tourism) and long-term human migration patterns, population distribution, population density, and other demographics. This may include the related economic, transportation, and land management planning considerations for event-specific and longer-term climate trends.
- CRT-27. Use to identify proposed research that does not fall under any of the above listed climate research topic numbers.

Where relevant and appropriate, research should incorporate California-specific dynamically downscaled climate projections and Localized Constructed Analogs modeling (LOCA) from selected Coupled Model Intercomparison Project Phase 6 (CMIP6) Global Climate Models (GCMs) and Weather Research and Forecasting (WRF) modeling, as well as corresponding hydrological modeling and wildfire scenario outputs produced as part of the Fifth Assessment. The collection, use, and analysis of other data that aligns with the Fifth Assessment projections, models, and scenarios may be included in the proposed research scope.

D. KEY DATES TABLE

Below is the time schedule for this solicitation. CIEE, in consultation with CNRA, reserves the right to modify or cancel this solicitation and/or change dates and times at its sole discretion, prior to the date fixed for the receipt deadline of proposals, by the issuance of an addendum that will be posted online on the [CIEE website](#) and distributed through California's Climate Change Assessment [email list](#).

Table 1: Key Action Dates

KEY ACTION	DATE	TIME (Pacific Standard Time)
Solicitation Available to Prospective Applicants	June 5, 2023	-
Written Questions Deadline from Prospective Applicants	June 12, 2023	12:00 PM PDT
Informational Webinar for Prospective Applicants	June 13, 2023	10:00 AM – 11:00 AM PDT
Posting of Questions & Answers	June 20, 2023	12:00 PM PDT
Deadline for Proposal <u>Receipt</u> by CIEE	July 17, 2023	5:00:00 PM PDT
Anticipated Completion of Proposal Evaluation	August 28, 2023	-
Anticipated Notice of Intent to Award posting (posted for 5 business days)	TBD	-
Anticipated Start Date (upon CIEE approval)	September 15 th – October 30, 2023	-
Project End Date	No later than 3 rd Quarter, 2025	-

No work shall begin until the start date indicated in the executed subcontract agreement. Work should continue through agreement end date.

NOTE: The date and time for the *Deadline for Proposal Receipt by CIEE* is strict. Earlier submission is highly encouraged to avoid any potential issues in transmittal.

E. ELIGIBILITY REQUIREMENTS

1. Eligible Organizations

This solicitation is open to all public and private entities, including but not limited to academic institutions, private research institutions, local/state/federal government entities, California Native American tribes, non-profits, non-governmental organizations (NGOs), community-based organizations, and individuals*. Individual researchers can submit or be a part of multiple proposals, but can only act as a lead researcher (or principal investigator) for one awarded project.

* If a single individual applies, she/he/they do so as an organizational entity (e.g., "Jane Doe doing business as JD Labs")

2. Eligible Research

Eligible Research must focus on one or more of the Fifth Assessment Climate Research Topics (see Section C) and/or shall address a demonstrated, existing knowledge gap.

3. Eligible Costs

- **Direct Costs:** reimbursable costs directly tied to the implementation of an awarded project. These costs will vary depending on the research scope but may include expenses under the following cost categories: Salaries & Wages, Fringe Benefits, Travel, Materials & Supplies, Equipment, Consultant, Subcontractor, and Other Direct Costs that are directly attributed to the project.

Note that Applicants can include funds for language access necessary to carry out the proposed research as part of their proposed project budgets.

- **Indirect Costs** (also known as Overhead, General & Administrative, or Facilities & Administrative): reimbursable costs that cannot be easily identified with any specific project(s), but that are incurred for the Contractor's common or joint objectives. Indirect cost elements may include items such as operation and maintenance of facilities, including building depreciation, library expenses, rental space, utilities, payroll, accounting, and other services. Indirect costs are calculated by applying an indirect cost rate (expressed as a percentage) against all or some combination of direct cost categories.

4. Subcontracts / Subcontractors

If subcontractors are to be used, the Applicant must include in the Scope of Work and Budget forms a description of each person or firm and the work to be done by each subcontractor. The cost of the subcontract work is to be included and itemized in **Attachment #4, Budget Worksheet** of the Applicant's proposal. All subcontracts receiving in excess of \$50,000.00 of project funding must complete and submit their own Budget Worksheet to be reviewed and approved by CIEE prior to subcontract execution.

F. QUESTIONS / WEBINAR

1. Questions

All questions and/or concerns on the solicitation requirements must be directed to the email address identified on page one of this solicitation.

The email subject line for submitting questions shall be in the following format:

Subject: RFP CCCA5-1 Question; <input Proposing Entity's name>

Example:

Subject: RFP CCCA5-1 Question; XYZ Research, Inc.

Questions must be received by the date and time specified in the Key Action Dates table (see Section D). Answers to all questions will be shared in a Questions and Answers document to be posted on CIEE's website and distributed through California's Climate Change Assessment [email list](#).

2. Webinar (Optional Attendance)

Webinar Date: June 13, 2023

Webinar Time: 10:00 AM – 11:00 AM PDT

Webinar Registration Link:

https://governorca.zoom.us/webinar/register/WN_uXgV3jkTSquNUluG_cMDBQ#/registration

Participation in this webinar is optional but encouraged for any prospective applicant. During the webinar, staff will walk through the key components of the solicitation and respond to questions. Live Spanish interpretation will be provided at this webinar.

Any verbal communication with a CIEE or State employee concerning this solicitation is not binding on CIEE or the State and shall in no way alter a specification, term, or condition of the solicitation. Therefore, all communication should be directed in writing to the email address identified on page one of this solicitation.

G. PROPOSAL REQUIREMENTS AND SUBMISSION PROCESS

1. Proposal Format and Page Limits

<p>Format</p>	<ul style="list-style-type: none"> • Font: 11-point, Calibri (excluding Excel spreadsheets, original template headers and footers) • Margins: No less than one inch on all sides (excluding headers and footers) • Spacing: Single spaced, with a blank line between each paragraph • File Format: MS Word version 2007 or later (.doc or .docx format), excluding Excel spreadsheets
<p>Maximum Page Limits</p>	<ul style="list-style-type: none"> • Proposal Cover Page (Attachment #1; 1 page) • Scope of Work (Attachment #2; page limits as follows): <ul style="list-style-type: none"> ○ Abstract (1 page) ○ Required Questions (2 pages) ○ Methodology (2 pages) ○ Work Plan (5 pages) • Work Schedule (Attachment #3; no page limit) • Budget Forms <ul style="list-style-type: none"> ○ Budget Worksheet (Attachment #4; no limit) ○ Budget Justification (Attachment #5; no limit) • Statement of Qualifications for Key Personnel (Attachment #6; 3 pages, not including Curricula Vitae (CVs) or resumes)

2. Proposal Submission

Applicants shall submit required proposal documents as attached files in the electronic file format(s) specified above to the email address indicated on page one of this solicitation by the date and time specified in the Key Action Dates table (see Section D).

The email subject line for submitting a proposal shall be in the following format:

Subject: RFP CCCA5-1 Proposal; <input Proposing Entity's name>

Example:

Subject: RFP CCCA5-1 Proposal; XYZ Research, Inc.

H. REQUIRED PROPOSAL COMPONENTS

All proposals must include the following components, as described below.

1. Cover Page

See **Attachment #1, Cover Page** template.

2. Scope of Work

See **Attachment #2, Scope of Work** template which includes the following items.

a. Abstract

The abstract shall include a problem statement and a brief project description of the proposed research scope, including research question(s), main methods, and expected results. It should clearly and concisely describe the technological, scientific, or knowledge advancement and/or innovation that will fill research and knowledge gaps for the state of California regarding current and future climate change impacts, effects, and trends and/or actions to adapt and bolster resilience to climate change.

b. Required Questions

The following questions must all be addressed:

1. How does the proposed research address the selected Fifth Assessment climate research topic(s) (see section C)? If CRT-27 is selected, please provide information demonstrating how the proposed topic fills a gap in research needed to better understand climate change impacts, trends, and events in California and/or potential actions to adaptively respond to these changes and to build resilience throughout the State.
2. Does this proposed research leverage and/or build upon existing or ongoing research? If so, how?
3. How does the proposed research align with the State's climate agenda, including, but not limited to the [2021 California Climate Adaptation Strategy](#) and/or any of the State strategies or plans referenced in this Strategy; the [2022 California Climate Change Scoping Plan](#); and/or the [California Climate Commitment](#), California's historic multi-year climate budget?
4. How does the proposed research and/or research process/methodologies address priorities identified in the Newsom Administration's commitment for a California for All, including but not limited to the California Strategic Growth Council's [Racial Equity Resolution](#) and Equity Executive Order, [EO N-16-22](#)?

c. Methodology

Provide a detailed description of the proposed research technique, approach, and methods to be used to fulfill the proposed Work Plan, including any background information informing the approach, a justification for choosing specific methodologies, and an explanation of how the methodology will be inclusive.

The following resources contain information on embedding equity into research and may be helpful in developing inclusive research processes for proposals under this RFP:

- [Making Racial Equity Real in Research](#) (Greenlining Institute)
- [How to Embed a Racial and Ethnic Equity Perspective in Research](#) (Child Trends)

d. Work Plan

Proposals should describe in detail how the organization / individual will accomplish the tasks and deliverables specified in **Attachment #2, Scope of Work** of the RFP. The Work Plan shall identify all tasks, milestones, and deliverables by which progress can be measured and considered for invoice payment approval. The Work Plan shall include clear descriptions of the work to be completed.

3. Work Schedule

See **Attachment #3, Work Schedule** template.

The Work Schedule shall identify all tasks, milestones, and deliverables by which progress can be measured and payments made. The Work Schedule must reflect the entire project timeline, including estimated dates for review, revisions, and dates of completion. All subcontracts and deliverables must be completed by the Project End Date indicated in the Key Action Dates table (see Section D).

4. Budget and Budget Justification

See **Attachments #4 and #5, Budget Worksheet and Budget Justification** template.

The Budget and Budget Justification properly account for all costs (see Section E.3 Eligible Costs) expected to be incurred throughout the entire subcontract length. Applicants are required to submit a detailed budget itemizing all proposed costs. Personnel hours/effort and costs are to be specifically identified by each applicable task.

All proposal Budget forms shall identify anticipated costs under the following cost categories for completion of the Work Plan:

- Personnel
 - Salaries & Wages: For each position/classification title: highest estimated hourly or monthly pay rates including for any escalation over the project term and indicating total hours or person months devoted to each task, as applicable.
 - Fringe Benefits: For each/all position/classification title: highest estimated fringe benefit rate(s) including for any escalation over the project term, as applicable.
- Travel
 - For all non-UC/CSU Applicants: based on Federal rates in effect as of the date costs are incurred. Federal rates available on the [US General Services Administration website](https://www.gsa.gov/portal/category/21287) - <https://www.gsa.gov/portal/category/21287>
 - For UC or CSU Applicants only: in accordance with the University's travel policy in effect as of the date the cost is incurred. The University's travel policy is found at: <https://www.ucop.edu/central-travel-management/resources/index.html> (UC); <http://www.calstate.edu/icsuam/documents/Section3000.pdf> (CSU). The University will immediately inform CIEE in writing of any changes in its travel policy
- Materials & Supplies
- Equipment
- Consultant
- Subcontractor
- Other Direct Costs
- Indirect costs – (identify rate(s) applied, limited to no more than 25% for UC and CSU Applicants)

5. Statement of Qualifications for Key Personnel

See **Attachment #6, State of Qualifications for Key Personnel** template.

The Applicant must provide evidence to show that members of the Applicant's project team possess the relevant qualifications, competence, experience, and resources necessary to carry out the work under the subcontract as expected. The Applicant shall identify all key personnel who will be working on the project, including their titles, qualifications (including a Curriculum Vitae (CV) or resume), and a summary of similar work or studies performed.

If substitutions of key personnel are needed, advance notice must be sent in the form of an email request sent to the email address indicated on page one of this solicitation for CIEE and CNRA review and approve. Substitute key personnel must

also possess the relevant qualifications, competence, experience, and resources necessary to carry out the work under the subcontract as expected. The Applicant shall also provide titles, qualifications (including a Curriculum Vitae (CV) or resume), and a summary of similar work or studies performed for any substitute key personnel.

I. EVALUATION FOR AWARD

The State will evaluate proposals to determine if the Applicants are qualified, and the degree to which proposals are responsive to this RFP. Only the proposals submitted by Applicants that meet all eligibility requirements (see Section E) will be evaluated for responsiveness to the State's needs. The final selection and awards will be made based on the highest scoring proposals as calculated by the cumulative points earned from the Technical Evaluations. Final awards may include further consideration of the variety of topics awarded to ensure alignment with as many research priorities as possible, as well as California's climate agenda and commitment to a California for All, and to represent different geographies and issues across the state. CNRA has full discretion to amend, adjust, or disregard a score or technical recommendation based on factors like statewide need, priority areas of interest, or other policy direction from this Administration in support of its programs.

Proposals must be complete in all respects as required by the RFP. CIEE and CNRA reserve the right to reject any or all proposals for any reason.

- A proposal shall be rejected if it is conditional or incomplete, if it contains any alterations of form, or other irregularities of any kind.
- Proposals containing false or misleading statements or providing references that do not support an attribute or condition claimed by the Applicant may be rejected. If, in the opinion of CIEE and/or the State, information was intended to mislead CIEE and/or the State in its evaluation of the proposal, and the attribute, condition, or capability in question is a requirement of this RFP, it will be the basis for rejection of the proposal.
- CIEE and/or the State may reject any or all proposals and may waive any deviation deemed immaterial in a proposal. CIEE and/or the State's waiver of an immaterial deviation shall in no way modify the RFP document or excuse the Applicant from full compliance with all requirements, if awarded the agreement. All deviations will be examined to determine whether the deviation is immaterial (e.g., errors in mathematical computation or spelling). A material deviation shall cause rejection of the proposal. A proposal shall be rejected if any such defect or irregularity

constitutes a material deviation from the RFP requirements. If a deviation is deemed immaterial, then the proposal may be processed as if no deviation has occurred.

The evaluation will consist of two phases: (1) Administrative Evaluation and (2) Technical Evaluation.

1. Phase One: Administrative Evaluation (Pass/Fail)

During the Administrative Evaluation, each proposal will be checked by CIEE for completeness of all required information and to ensure that the Applicant meets the eligibility requirements in conformance with this RFP. Each Applicant's eligibility will be scored on a pass/fail basis. Those who meet the requirements included in the Administrative Evaluation Criteria Table will move on to Phase Two for the Technical Evaluation.

2. Administrative Evaluation Criteria Table

Item/Description	Pass/Fail
A. Proposal Receipt - The proposal is received by CIEE via email by the due date and time specified in the “Key Action Dates” table in Section D of this solicitation.	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
B. Proposal Complete – The proposal includes all required components and sections described in this solicitation. Template forms are fully completed by Applicant(s) and its Subcontractor(s) (if applicable).	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
C. Eligible Organizations – Applicant(s) properly self-identify as public and/or private entities, including but not limited to academic institutions, private research institutions, local/state/federal government entities, California Native American tribes, non-profits, NGOs, community-based organizations, and individuals*. <i>* If a single individual applies, she/he/they do so as an organizational entity (e.g., “Jane Doe doing business as JD Labs”)</i>	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
D. Eligible Research – Proposed research identifies and focuses on one or more of the Fifth Assessment Climate Research Topics in Section C of this solicitation and/or shall address a demonstrated, existing knowledge gap.	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
E. Eligible Costs – Budget forms are complete for the Applicant and, if applicable, its Subcontractors as required per the provided templates.	<input type="checkbox"/> Pass <input type="checkbox"/> Fail

3. Phase Two: Technical Criteria and Scoring (100 Points Possible)

CNRA will convene a committee to conduct an evaluation of the technical areas of the proposal consisting of State staff representatives from the Fifth Assessment Teams at CNRA, OPR, SGC, and CEC, or other State Organizations. If deemed necessary, independent academic, technical, policy, or other experts may be called upon to answer any questions or be a part of the evaluation committee. Any member of the evaluation committee will be considered ineligible to receive an award for funding under this RFP. If an item is not applicable, no points will be deducted from the final score.

4. Technical Evaluation Criteria and Scoring Table

Item/Description	Points Available
A. Clarity and Organization of Proposal – The proposal is presented in a clear, concise, and organized manner that facilitates the research proposed.	3
B. Abstract <ul style="list-style-type: none">• The Abstract includes a clear and concise problem statement and description of proposed research, research questions, main methods, and expected results.• The Abstract briefly describes the technological, scientific, or knowledge advancement and/or innovation that will fill one or more research and knowledge gaps for the State of California on current and future climate change impacts, effects, trends, and/or adaptation or resiliency pathways.	2
C. Alignment with Fifth Assessment Research Priorities, Goals, and Objectives – The proposal should explain how the research provides benefit and is relevant to the State's climate agenda and the Fifth Assessment research priorities. Reviewers will evaluate the proposal's effectiveness in reaching the goals and objectives outlined in the RFP solicitation. The proposal should explain, in adequate detail and clear, understandable language, how the proposed research satisfies the following objectives: <ul style="list-style-type: none">• The proposed research addresses one or more of the 5th Assessment CRTs.• The proposed research aligns with the State's climate change agenda.	32

Item/Description	Points Available
<ul style="list-style-type: none"> The proposed research and/or research process/methodology aligns with the State's equity priorities. 	
<p>D. Methodology</p> <ul style="list-style-type: none"> The proposal demonstrates appropriate methodology, including the use of downscaled climate change projections, models, and scenarios specific to California, where appropriate. The proposal describes the technique, approach, and methods to be used in performing the work described in the Scope of Work, including a justification of the chosen methodologies and efforts taken to ensure the methodology is inclusive. The proposal discusses the degree to which the proposed work is technically feasible and achievable. 	20
<p>E. Work Plan</p> <ul style="list-style-type: none"> The proposed Work Plan clearly describes an actionable process to accomplish the tasks and deliverables outlined in the RFP. The Work Plan includes all tasks, milestones, and deliverables, and clear descriptions of the work to be completed. The Work Plan identifies how supervision and oversight will be conducted to ensure that the project remains on schedule and describes an appropriate distribution of workload. 	20
<p>F. Work Schedule</p> <ul style="list-style-type: none"> The Work Schedule identifies a realistic and detailed timeline to complete all tasks, milestones, and deliverables, including estimated dates of completion. 	5
<p>G. Budget</p> <ul style="list-style-type: none"> The budget details all costs required to complete the scope of work and achieve all tasks, milestones, and deliverables in alignment with the Work Plan and Work Schedule. The proposal justifies the reasonableness of the requested funds relative to the project goals, objectives, and tasks. The proposal justifies the reasonableness of direct costs (e.g., salaries, fringe benefits, travel, materials & supplies, 	10

Item/Description	Points Available
equipment, consultants, subcontractor, other direct costs) and indirect costs.	
<p>H. Qualifications, Capabilities, and Resources – The proposal should demonstrate that the Applicant has the experience or subject matter expertise to successfully carry out the proposed research as described.</p> <ul style="list-style-type: none"> • The proposal demonstrates that the Applicant has appropriate qualifications, experience, credentials, and capacity to accomplish the tasks and deliverables required in the RFP. • The proposal explains the team structure (as appropriate) and how various tasks will be managed and coordinated. • The proposal describes the Applicant's history of successfully completing comparable research. 	8
TOTAL	100

J. AWARD PROCESS

Proposals selected for funding will be developed into a subcontract to be executed between the Contractors and CIEE, respectively. The subcontract will include the applicable terms and conditions, the final approved versions of the Scope of Work and Budget forms, and other attachments/templates deemed necessary to fulfill contractual obligations.

Development of Proposal Documents

Following the posting of the Notice of Intent to Award, the prospective Contractor shall:

- a) Deliver a **revised Work Plan** to the Contracts Administrator and CNRA, considering guidance and feedback provided by CNRA, OPR, CIEE, and/or any other partner agencies.
- b) Deliver a **revised Work Schedule**, as needed, to the Contracts Administrator and CNRA, considering guidance and feedback provided by CNRA, OPR, CIEE, and/or any other partner agencies.

- c) Deliver a **revised Budget and/or Budget Justification**, as needed, to the Contracts Administrator and CNRA, considering guidance and feedback provided by CNRA, OPR, and CIEE.

CNRA, OPR, and CIEE must approve the final versions of the Scope of Work and Budget forms before CIEE will issue a subcontract for execution.

Other Requirements

- Commitment Forms: Contractors will be required to complete and submit a [commitment form](#) that is appropriate for their entity type prior to subcontract execution.
- Insurance: Contractors that have received an executed subcontract must carry insurance coverage or its equivalent in compliance with UCB [insurance requirements](#) to establish a purchase order from which submitted invoices can be paid from. Contractors will be required to submit a copy of their Certificate of Insurance accordingly.

Failure to Execute a Subcontract

If CIEE is unable to successfully execute a subcontract agreement with an Applicant, it reserves the right to cancel the pending subcontract and reallocate the funds for programmatic use elsewhere in consultation with CNRA and OPR based on factors like statewide need, priority areas of interest, or other policy direction from this Administration in support of its programs.

K. KEY TERMS

Key Terms & Acronyms	
Adaptation	An action or set of actions that reduce climate risk.
Applicant	The entity, team, or individual that submits a proposal in response to this RFP.
Cal-Adapt	A web-based resource providing easy access and exploration of high-resolution, regionally downscaled climate change projections that are sanctioned by the State to support local and statewide climate hazard mitigation, adaptation, resiliency, and planning efforts. See https://cal-adapt.org/ for more information.
CMIP6	Coupled Model Intercomparison Project Phase 6

CEC	California Energy Commission
CIEE	California Institute for Energy and Environment
CNRA	California Natural Resources Agency
CSU	California State University
Consultant	An individual or entity that provides expert analysis and advice in a particular field of science or business to the Contractor, and the Contractor does not control either the results of the service or the manner of performance.
Contractor	An entity receiving a subcontract for funding under this solicitation once the research subcontract has been approved and signed by authorized signatories representing Contractor and CIEE, respectively.
Contracts Administrator	The CIEE Contracts Administrator and point of contact for all contract and financial matters.
CRT	Climate Research Topic
Equipment	An article of non-expendable tangible personal property having a useful life of more than one year, <u>and</u> an acquisition cost of \$5,000 or more per unit.
Equity	The fairness of achieving outcomes for all groups and no one factor, such as race, can be used to predict outcomes. Equity can be advanced by increasing access to power, redistributing and providing additional resources, and eliminating barriers to opportunity, among others.
Fifth Assessment	California's Fifth Climate Change Assessment
Fifth Assessment Team	California's Fifth Climate Change Assessment Team is coordinated by the California Governor's Office of Planning and Research (OPR) and includes the California Natural Resources Agency (CNRA), the California Energy Commission (CEC), and the California Strategic Growth Council (SGC).
GCM	Global Climate Model

Inclusion/Inclusive	The intentional act of creating environments in which all individuals/groups feel and are empowered and welcomed as a valued member. Authentically bringing traditionally excluded individuals and/or groups into processes, activities, and decision/policy making in a way that shares power; values each individual's or group's heritage, contributions, and aspirations; and guarantees full belonging to all interested parties and participants.
Key Personnel	Individuals that are critical to the project due to their experience, knowledge, and/or capabilities.
Language Access	Language access entails providing non- or limited-English speakers the same services as English-speaking individuals typically through interpretation and translation.
LOCA	Localized Constructed Analogs
OPR	California Governor's Office of Planning and Research
Principal Investigator (PI)	An individual who has primary responsibility for the design, execution, and management of a research project and who will be involved in the project in a significant manner.
Proposal	The Applicant's written response to this solicitation.
Request For Proposals (RFP) / Solicitation	This entire document, including all attachments, exhibits, any addendum and written notices, and questions and answers.
Resilience	A state of readiness to face climate risks.
SGC	California Strategic Growth Council
State	State of California
Subcontract	A legal agreement to be executed between selected Applicant/Contractor and the California Institute for Energy and Environment at the University of California, Berkeley.
Subcontractor	An entity that the Contractor may identify in its Scope of Work and Budget to carry out a portion of the funded research work, sharing in programmatic decision making while working collaboratively with the Contractor. Subject

	to the same Subcontract terms and conditions as the Contractor.
Technical Project Manager	Individual assigned by CNRA to provide technical advice and guidance to a specific research project.
UC	University of California
UCB	University of California, Berkeley campus

L. ATTACHMENTS

1. Proposal Cover Page template
2. Scope of Work template
3. Work Schedule template
4. Budget Worksheet
5. Budget Justification template
6. Statement of Qualifications for Key Personnel template

THE REMAINDER OF THIS PAGE WAS INTENTIONALLY LEFT BLANK