

HAWAII RENEWABLE ENERGY DEVELOPMENT VENTURE

Request for Proposals

DATE: August 5, 2010

Administered by the:

Pacific International Center for High Technology Research (PICHTR)

1440 Kapiolani Boulevard, Suite 1225

Honolulu, Hawaii 96814

SOLICITATION: HREDV 10-01 (DOE)

POINT OF CONTACT: Dawn Lippert, HREDV Project Coordinator, hredv@pichtr.org

PROJECT WEBSITE: www.hawaii-renewable.com

ABSTRACT DUE: Thursday, September 23, 2010, Noon HST

The Hawaii Renewable Energy Development Venture (HREDV), a project of the Pacific International Center for High Technology Research (PICHTR), is soliciting proposals for the advanced development and demonstration of pre-commercial clean energy technologies in order to accelerate commercialization. HREDV will execute the program outlined in this announcement contingent upon funding amount and availability.

Contract awards shall be based on proposal merit and funding availability. Proposed work should be structured with a period of performance of up to 12 months. To be eligible for consideration, 1) the offeror must be a commercial, for-profit enterprise, 2) the majority of the project work must be done in Hawaii, 3) the majority of the work must be performed by the prime offeror, and 4) before applying for funding, the technology must be in Technology Readiness Level 4-7 as defined in the DOE Technology Readiness Guide document available on the HREDV website, www.hawaii-renewable.com. The topic areas, proposal process, evaluation criteria, and other requirements are described below.

TOPIC AREAS

Each proposal must be submitted under one of the following topic areas, which have emerged as key areas of need in the state through the Hawaii Clean Energy Initiative and other stakeholder input. If the project serves more than one topic area, offerors should pick the primary topic area and submit in that topic area:

1. **Grid Integration:** Demand side, supply side, energy storage, and other technologies that help integrate variable renewable energy generation onto Hawaii's island electricity grids
2. **Transportation:** Fuels, vehicles, and systems that reduce the use of petroleum in Hawaii's transportation sector
3. **Energy in agriculture:** Technologies that enhance the viability of local agriculture by reducing the use of fossil fuels, including bioenergy, biofuels, and clean energy systems for fertilizer, irrigation, and other energy-intensive agricultural operations
4. **Open:** Clean energy technologies that do not fit into one of the topic areas above

PROPOSAL PROCESS

HREDV will use a three step process to formulate a core program from projects submitted under this announcement. The first step requires submission of a proposal abstract. The abstract should provide an overview of the project and associated costs. HREDV will screen all abstracts against the eligibility requirements and evaluation criteria without regard to other abstracts submitted. Abstracts that satisfy the eligibility requirements and basic evaluation criteria will move through to the second step. In the second step, HREDV's Technical Advisory Committee (TAC) will review abstracts and HREDV will hold in-person oral sessions with the offeror and the TAC in October in Honolulu. Proposers must participate in these in-person reviews and answer committee questions in order to move forward in the process. For the third step, HREDV will request full technical and cost proposals from selected offerors deemed best qualified for potential negotiation under this announcement. HREDV will specify the format for full proposals in the invitation to submit more detailed project information. No selection for negotiation or subsequent funding will be made under this announcement without full technical and cost proposals.

To be considered, offerors shall submit an abstract of the proposed effort to HREDV in Honolulu, Hawaii, by 12 PM Noon, Hawaii Standard Time, September 23, 2010. HREDV expects to hold the in-person oral review sessions in October, and respond to companies with invitations for full proposals by early November.

Abstracts should be submitted to hredv@pichtr.org; abstracts submitted by other means will not be eligible for review. The submissions shall be prepared in either PDF or Microsoft Word and each proposed project should have a separate submission.

Abstracts shall be prepared in the following format: 8.5 x 11 inch plain paper, single or double spaced, in at least twelve-point typeface, with margins not less than one inch, and pages numbered. Submissions that do not meet the formatting requirements may not be reviewed.

The abstract shall consist of a cover page and up to four (4) additional pages of project information, including figures and tables. Abstracts exceeding five (5) pages will not be considered. Additional details may be included as attachments or appendices and will not count against the page limit. However, there is no guarantee that technical reviewers will be able to read all of the materials contained in attachments or appendices.

The cover page shall include the following: title of the proposed effort; intended product or result; topic area under which the proposal is being submitted; name, company affiliation, phone number, fax number, and electronic and postal mailing addresses of the Principal Investigator and Administrative Point of Contact; proposed period of performance; federal funding required to produce the proposed products; amount of non-federal cost share that will be provided; names and affiliations of sub-contractors and co-investigators; and special requirements or considerations.

The balance of the abstract should clearly describe the project's Problem, Product, Process, Importance and Price.

The abstract shall include the following sections, each clearly labeled:

- A. Problem. Stating the technical problem, describing the technical rationale for the proposed effort, and summarizing the objectives of the work.
- B. Products. Describing the work's expected results, demonstrating the Technology Readiness Level of the product, showing a market demand for the product as well as how the HREDV project will accelerate the product's transition to commercialization. If intellectual property is to be developed under this project or secured from other sources, the abstract should include a discussion of intellectual property and patents.
 - Letters of interest/commitment from potential customers are encouraged. Such letters are not subject to the page limit for the submission.

- C. Process. Describing the technical approach and methods to be used, including work schedules, task assignments, major project milestones, and key partnerships. This section should summarize facilities to be used for the proposed work and capabilities of the work team, including technical qualifications, management experience, and demonstrated ability to manage federal funds. This section should also describe how the technology fits into the company's overall business plan.
- If a partner, subcontractor or subcontractor facilities are to be included in the project, include an approved draft of the partnering agreement, subcontract agreement, and/or approval for use of subcontractor facilities. Such agreements are not subject to the page limit for the submission.
 - If relevant personnel have completed government contracting or project management training, copies of certificates and/or other validation should be included in materials provided to HREDV. Such certificates are not subject to the page limit for the submission.
- D. Importance. Stating specific technical advances and innovations that will be demonstrated by the work, showing how the project fits into Hawaii's energy needs and plans, describing the work's relevance and anticipated benefits for USDOE, and discussing the advances to state-of-the-art and relevance to HREDV program objectives.
- E. Price. Consisting of an estimate, including cost share, for a not-to-exceed level of effort for the project, including the principal cost elements, direct material costs, direct labor costs, other direct costs, and indirect costs. Non-federal cost share is a statutory requirement of USDOE and must be addressed in the abstract submission. Minimum levels of cost share are 20% for research and development activities, and 50% for demonstration and commercial application activities. Cost share must be calculated as a portion of the total project cost.
- Letters showing cost share commitments from the offeror, potential customers, and/or other non-federal cost share partners are encouraged. Such letters are not subject to the page limit for the submission.

EVALUATION CRITERIA

The following criteria apply to abstracts requested under this announcement. HREDV will select for award those projects offering the best commercialization potential, relevance for Hawaii and USDOE, and value for the program.

- I. Quality (40 points). Technical quality of the proposed effort and its potential for success by advancing the technical state-of-the-art; relevance and consistency with Hawaii and DOE portfolio priorities; technology readiness level of the product(s); quality and relevance of the partnerships; demonstration of customer interest in and need for the technology; broad commercialization potential of the technology.
- II. Approach and Capabilities (20 points). Realism of the proposed technical approach and methods and their potential for attaining stated objectives and milestones on schedule; corporate and individual qualifications for the technical work; corporate and individual qualifications to manage the project schedule and budget; corporate and individual qualifications to manage federal funds; adequacy of equipment, materials and facilities proposed.
- III. Anticipated Benefits (20 points). Potential for sustained, significant benefit to Hawaii in terms of reducing the use of fossil fuels, enhancing economic opportunities in the state, creating jobs, and furthering public outreach and understanding; likelihood for replication and broad, timely commercialization of product(s) in Hawaii and other markets.

- IV. Costs and Budget (20 points). Cost realism and value of anticipated results for funding requested and schedule presented; amount of cost share; level of substantiation of cost share.

OTHER REQUIREMENTS

HREDV plans to make up to \$5 million available to fund proposals in response to this announcement. Specific funding depends on availability of funds. Multiple, cost-reimbursable (fixed ceiling) contract awards are anticipated as a result of this announcement, contingent upon funding. HREDV encourages submission of proposals involving multiple partners to leverage capabilities and develop technology in Hawaii. Non-commercial, not-for-profit and/or government entities may be part of project teams but the team must be headed by a commercial enterprise.

HREDV does not expect to award more than \$1,000,000 of federal funding per project.

No profit, fee or facilities cost of capital shall be allowed. All lower tier subcontracts shall be executed on a cost-reimbursable, no fee or profit basis. No fixed price subcontracts shall be executed.

If awarded, companies must locate accounting records, or copies of such records, in Hawaii and make them available to PICHTR staff or a representative upon request.

Successful offerors will be required to participate in government contracting and accounting, project management and other training organized by HREDV unless offerors can demonstrate that responsible staff persons have previously completed such training.

It is HREDV policy to treat all submissions as competitive information and to disclose the contents only for the purposes of evaluation. HREDV may use selected contractors to evaluate abstracts and proposals. These contractors are restricted by contract from disclosing proposal information or using it for purposes other than the technical assessments for HREDV. By submitting an abstract to HREDV, an offeror agrees that the abstract and its attachments may be disclosed to contractors and evaluators for the purpose stated above or unless otherwise required by law. Any information submitted to HREDV that an offeror intends to exclude from such limited release must be clearly marked proprietary and submitted apart from other proposal material.

An invitation from HREDV to submit a full proposal does not assure subsequent award. The decision to submit or not submit a full proposal is the responsibility of the offeror submitting the abstract.

Successful offerors will be required to execute a cost reimbursable sub-agreement with the Pacific International Center for High Technology Research (PICHTR) and contract payments shall be contingent upon the receipt of federal funds. Federal USDOE requirements are passed through to all PICHTR subcontract recipients.

ADDITIONAL INFORMATION

Updates regarding this announcement, answers to frequently asked questions, and general information about HREDV will be available on the HREDV website: www.hawaiiirenewable.com

Point of Contact. Questions relating to this announcement must be submitted in writing before Thursday, September 16, 2010, Noon HST. Correspondence can be directed to Dawn Lippert, HREDV Project Coordinator at hredv@pichtr.org or HREDV Project Office, 2800 Woodlawn Drive Suite 132, Honolulu, Hawaii 96822