

REQUEST FOR PROPOSALS (RFP)

Cascadia Sustainable Aviation Accelerator Stakeholder Engagement and Regional Hub Management

Issued by: Cascadia Sustainable Aviation Accelerator

Procurement Type: Competitive solicitation for professional services

Geography: Washington State (with relevant Pacific Northwest interconnections)

RFP Release Date	Date 3/13
Proposals Due	Date 3/23
Anticipated Award Date	Date 3/27

RFP Contact:

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1. Purpose

Cascadia Sustainable Aviation Accelerator (Cascadia) invites proposals from qualified organizations to conduct regional stakeholder engagement activities including organizing and facilitating a regional hub for feedstock producers.

2. Background and Problem Statement

The Cascadia Sustainable Aviation Accelerator (CSAA) is a regional initiative focused on establishing the Pacific Northwest (PNW) as a global leader in Sustainable aviation fuel (SAF) innovation, production, and adoption. By leveraging the region's strengths in renewable energy, advanced manufacturing, and biofuel expertise, CSAA aims to build a robust SAF ecosystem that drives economic growth, creates high-quality jobs, and supports rural and tribal communities. CSAA's strategy prioritizes regional infrastructure investment, reduces technology risk, and increased global competitiveness, while positioning Washington and the broader Cascadia region as a next-generation aerospace hub.

3. Project Objectives

This work will support Feedstock interventions withing the overarching CSAA strategic plan to advance the CSAA Vision and Mission to rapidly accelerate commercial production and use of Sustainable Aviation Fuel (SAF) across the Pacific Northwest. In general, the CSAA Feedstock interventions will determine the value-drivers and enablers of PNW feedstocks and new renewable energy projects by:

- (1) creating visibility to economically viable feedstocks in the region;
- (2) developing a playbook for derisking feedstock business models; and
- (3) connecting feedstock suppliers & SAF producers to supply chains.

The work will include feedstock value models and standing up regional hubs of feedstock producers and byproduct users to enable engagement and communication of SAF/feedstock/byproduct demand, producers/byproduct user pain points, and public incentives and programs to encourage more growth of commercially viable SAF feedstocks in the region.

4. Scope of Work (Required Tasks)

Proposers may recommend refinements, but proposals must address the tasks below as a minimum.

Task A - Airport and Feedstock Stakeholder Development

- Establish Airport region SAF stakeholder working groups to champion regional production and use of commercially viable SAF
- Establish subregional SAF feedstock working groups to champion regional production and use of commercially viable SAF

Deliverable 1:

Task B – External Relations & Strategic Initiatives

- Provide support in cultivating and strengthening strong partnerships across the aviation and SAF value chains.
- Key partnerships, stakeholders and implementation capabilities for this work will include USDA, forestry companies and landowners, agriculture organizations and private companies such Pacific Ag, feedstock producers, economic development organizations, ports, Northwest Tribal enterprises, regional university agriculture and forestry expertise/relationships, (e.g., Washington State University extension community), sustainable infrastructure expertise, existing feedstock market entities, industry associations, business networks, etc.

Deliverable 2:

Task C – Other activities

- Conducting a landscape assessment to understand other regions and subregion stakeholder engagement models
- Identifying priority hub education /activities and path to deliver (i.e., annual indicative demand based on purchase commitments and producer plans, feedstock value models, connecting feedstock buyers with suppliers, etc.)
- Documenting learnings, expanding model to other feedstock groups, and adjusting course as needed
- Call upon CSAA collaborators and members to support the comprehensive regional feedstock strategy development and execution of CSAA priorities and interventions.

5. Deliverables (Minimum)

At a minimum, the selected proposer must provide the following deliverables:

- Comprehensive updated database of Cascadia regional SAF airport and feedstock stakeholders in the context of the comprehensive stakeholder database initiated in the June 2025 ICAP project
- Regional and subregional SAF and feedstock market data and education materials
- Regional airport and feedstock SAF working groups

6. Schedule and Milestones

Cascadia anticipates an approximately 6-month period of performance from Notice to Proceed (NTP).

Proposers should propose a realistic schedule with clear decision points.

Suggested milestone structure (proposers may propose equivalent):

- Month 1: Workplan finalized; stakeholder outreach launched.
- Months 3-4: Baseline map and preliminary breakpoint findings.
- Months 6-7: Draft demand/throughput model and draft options book.
- Month 9: Stakeholder validation complete; priorities refined.

- Months 10-12: Final strategy/roadmap and legislative recommendations; final deliverables submitted.

If relevant to your approach, describe how you will align outputs to the Washington legislative calendar (e.g., preparing briefing materials ahead of the next session window).

7. Proposal Submission Instructions

Proposals must be concise, well-organized, and responsive to this RFP. Please include the sections below in the order listed.

- Executive Summary (2 pages max).
- Team and Roles (prime and any subcontractors; key personnel bios).
- Budget and Pricing

Submission method: info@cascadiaaccelerator.org.

Proposal page limit: 15, excluding resumes and appendices.

Questions: Submit questions by the deadline listed on the cover page to the RFP contact. Cascadia may share responses with all proposers.

8. Budget and Payment Structure

Proposers must provide a not-to-exceed budget with task-level pricing. Cascadia prefers payment tied to acceptance of deliverables.

See Attachment C for an example deliverable acceptance and payment milestone structure. Proposers may recommend a different structure, but payment must be tied to accepted deliverables.

9. Evaluation Criteria

Cascadia anticipates selecting the proposal that best balances technical excellence, practicality, and value. Suggested weighting:

- Technical approach and understanding (40%).
- Relevant experience and demonstrated capability (40%).
- Quality and usability of deliverables (10%).
- Cost reasonableness / value for money (10%).

10. Terms and Conditions (High-Level)

- Confidentiality: The selected proposer must protect commercially sensitive and critical infrastructure information and support NDAs if required.

- Work product and use rights: Cascadia will have the right to use deliverables for stakeholder and policy engagement (with appropriate attribution).
- Data transparency: Models and assumptions must be auditable and delivered to Cascadia (no black-box methods).
- Conflicts of interest: Proposers must disclose relationships that could bias recommendations.
- Equity and community considerations: Recommendations should consider community impacts and engagement needs while maintaining momentum toward implementable outcomes.
- Compliance: Work must comply with applicable federal, state, and local laws and safety standards.

Proposal Submission Checklist

- Cover letter signed by an authorized representative.
- Executive summary (<= 2 pages).
- Technical approach and workplan aligned to Tasks A-G.
- Project schedule with milestones.
- Team structure and resumes for key staff.
- Relevant experience with 3-5 project examples and references.
- Budget (not-to-exceed) with task-level pricing and assumptions.
- Conflicts of interest disclosure.
- Any proposed optional add-ons (priced separately).