

MSAD 51
REQUEST FOR QUALIFICATIONS (RFQ)
FOR SOLAR PHOTOVOLTAIC PROJECT

Statement of Purpose

The Towns of North Yarmouth and Cumberland (Towns) are assisting MSAD 51 to reduce its carbon footprint and optimize utility rates through the installation of **2 MW (AC) solar photovoltaic** ("PV") systems. The Towns are therefore soliciting qualifications from qualified firms to ultimately provide cost effective solar PV systems at a site in either Town. The Towns are currently exploring sites with local landowners for this important project to both communities.

Both Towns are prepared to assist the selected company in getting up to and through the site selection process and local permitting process.

Future Project Scope and Standards

The eventual scope of services provided shall be one or more "turn-key" solar PV projects including planning, engineering, labor, materials, delivery, installation, and commissioning, as well as all warranties and maintenance as described more fully in a PPA and/or lease agreement. Solar production shall include real time web-based monitoring made available to the Towns for public viewing via the internet.

All equipment shall be UL listed. The project(s) must use energy-generation devices that are commercially available and offer warranties, spare parts, and service commensurate with their commercial status.

A PPA is expected to be up to a 7 year term with options to buyout and purchase the entire system. Solar provider(s) will design, install, finance, own, operate, and maintain the PV systems pursuant to the terms and conditions of an agreed upon solar PPA and according to the pricing proposals received. This RFQ is not a contract offer, and no contract will exist unless and until a PPA is signed by MSAD 51 and the solar provider(s).

For any and all projects MSAD 51 expects to pay no up-front fees. The solar provider shall be responsible for obtaining all required permits, utility interconnection, net metering agreements, and solar program incentives available. The solar provider(s) will be responsible for maintenance and repair of PV system during the term of the PPA.

*MSAD 51 and the Towns are **open to discussing alternative financing** methods in light of the alternative financing mechanisms now available that don't prescriptively require a PPA structure.*

The Successful Company must comply with the following:

Non-discrimination in Employment and Labor Standards: Company on this work and all subcontractors will be required to comply with the President's Executive Order No. 11246 (EEO) and the amendments and supplements to that Order regarding affirmative action and equal employment opportunity. A Compliance Certification Form is required with bid (Supplemental Conditions SC-20 CDBG Program Federal Contract Provisions). Requirements under this Order are detailed in the Bidding Documents.

Department of Labor Regulations: The Contractor must comply with all the Safety and Health Regulations (CFR29 Part 1926 and all subsequent amendments) as promulgated by the US Department of Labor on June 24, 1974; the Department of Labor Regulations relating to Copeland "Anti-Kickback Act (18 U.S.C. 874) as supplemented by 29 CFR Part 3; Contract Work Hours and Safety Standards Act (40 U.S.C. 327-330) as supplemented by 29 CFR Part 5, and Occupational Safety and Health Standards (OSHA) (29 CFR Part 1910).

Environmental Regulations: The Contractor must comply with all applicable standards, orders, or requirements issued under Section 306 of the Clean Air Act (42 U.S.C. 1857(h)), Section 508 of the Clean Water Act (33 U.S.C. 1368), Executive Order 11738 and Environmental Protection Agency regulations (40 CFR Part 15). Contractors are urged to become familiar with the requirements of these regulations.

The Towns reserve the right to reject any or all Bids, to waive any technical or legal deficiencies, and to accept any Bid that it may deem to be in the best interests of the Owner.

Qualifications of Company

The Towns may make such investigation as it deems necessary to determine the ability of the Company to perform the work, and the Company shall furnish to the Towns all such information and data for this purpose as the Towns may request. The Towns reserve the right to reject any proposals if the evidence submitted by, or investigation of, such Company fails to satisfy the Towns that such Company is properly qualified to carry out the obligations of a future Contract to complete the work contemplated therein.

Qualification Selection Process

Sealed RFQ's will be received by the Town of Cumberland at the Cumberland Town Hall until **2:00 PM on Wednesday, October 19, 2022. Proposals** submitted after this time will not be accepted. Each Company must submit one (1) unbound proposal, six (6) bound copies, and an electronic version in pdf on a thumb drive of their proposal, which must be clearly marked "MSAD Solar Photovoltaic – Cumberland / North Yarmouth, Maine."

Process Timeline

RFQ Release date	Friday, September 9, 2022
RFQ proposals Due	Wednesday, October 19, 2022 - 5 PM
Interviews	November 2 nd & 3 rd , 2022 start at 6 PM
Selection sent to MSAD 51	November 4, 2022
Award of Contract	November / December 2022

*The selected Company must be available to present their proposal to the MSAD 51 Board of Directors and attend a Committee Workshop and 1 public meeting.

Questions and Inquiries

It is the respondent's responsibility to advise this RFQ's official contact, Bill Shane, Town Manager concerning any conflicting requirements, omissions of information, or the need for clarification before proposals are due. Contact with any other Town of Cumberland employee can result in disqualification.

Questions concerning the RFQ process and procedures must be submitted **by October 14, 2022** in writing by email to wshane@cumberlandmaine.com

Subject line : MSAD 51 Solar Farm Project

Submission Requirements

Given the scale of the solar PV program intended, the Towns are interested in establishing a relationship with one or more solar provider(s) that clearly demonstrate the ability to fully deliver the scope of services called for in this RFQ.

As such, all proposals shall include the following information and documents, be clear and unambiguous, and be presented in the manner set forth below:

A. Qualifications

- Demonstrated extensive experience in the successful installation and management of multiple, large commercial or public solar electric systems.
- Previous work with a public entity on a solar PV program in Maine.
- Possession of all applicable valid and pertinent State of Maine licenses for the installation of commercial solar PV systems in Maine.
- If not a locally-based firm, has established a partnership with a local office or project manager, or will do so if selected. Local is defined to be within a 100-mile radius of Cumberland, Maine.
- Sufficient, current information indicating the solar provider's financial strength and the stability of the solar provider in terms of length of service, professional capabilities, construction experience and capabilities over time.

B. Project team profile

- Resumes of personnel to be directly involved with the development of the proposed systems.
- Team leader identification for the entire proposal, including full contact information.
- Identification of each entity, sub-contractor, person or firm involved in the proposal and their role/responsibility (e.g. design, installation, permitting, equipment supply by component, operations, and maintenance), including the relationship between team members.
- A brief description of each team member's firm and their ability to contribute to successful solar PV program implementation (history, performance of similar scope of services, etc.).
- History of past projects that the team members have worked on together.

C. Project Experience

- Provide an overview of the firm's commercial grid-connected PV experience (do not include residential PV experience).
- Breakdown by application (roof mounted, vs. ground mounted) installed by your company.
- Average commercial grid-connected PV system size installed by your company during the last five years.
- Total commercial MWp of grid-connected PV systems installed under straight sales and Power Purchase Agreements.
- Experience with local government projects.

D. References

- List three (3) or more references for power purchase agreements for solar PV projects or developments within the past five (5) years. Include for each project:
 - Project name & location
 - Project size (total cost and project *capacity* in kW)
 - Project type – turnkey or third party energy sales
 - Cumulative kWh produced since system installation
 - Year completed
 - Name of project manager
 - Name of client contact
 - Physical description of the project (equipment manufacturer, model, etc.)
 - A brief discussion of any specific challenges and how they were overcome

E. Technical description

- A system schematic design layout for the solar PV system, including PV model type and model number, wattage, number of modules, year 1 estimated production,

degradation percentage, inverter type and model, mounting system type, azimuth, tilt, and system size (AC and DC).

- Details about the estimated kilowatt hours (kWh) generated by the proposed PV systems, including all necessary assumptions such as sunlight availability, dark time, maintenance downtime, mean time between failures, efficiency of the system proposed, efficiency losses, and net metering.
- A complete project schedule indicating major project milestones and durations.

F. Project Timeline

If selected, provide a project timeline including but not limited to the following with milestones:

Site Selection
Local Permitting
CMP Coordination
Interconnection agreement signed
Investor recruitment
Project Build
Online Estimate

Selection Criteria

The Towns will accept the proposal that, all things considered, has been determined to be in its best interest. Proposals will be evaluated by the Towns based on:

- The competence to perform the services as reflected by past experience in providing the services outlined herein.
- The ability to meet the requirements of this RFQ.

The Towns reserve the right to select or short-list any firm that, in its opinion and at its sole discretion, is deemed to be most advantageous and in the best interests of the Towns and its residents, including granting a preference to local contractors. The Towns also reserves the right to delay or discontinue this selection process at any time during the process. The Towns shall not be liable for any cost incurred by any firm during the selection process. The Towns also reserves the right to reject the selected firm and contract with another party if the Towns and the selected firm cannot successfully negotiate a contract.

**PROJECT PROPOSAL FORM
FOR SOLAR PHOTOVOLTAIC PROJECT
MSAD 51
THIS SHEET MUST BE INCLUDED IN
YOUR PROPOSAL ****

The undersigned hereby declares that they have read and understand all conditions as outlined in this Request for Qualifications, and that the proposal is made in accordance with the same.

COMPANY NAME: _____

AUTHORIZED SIGNATURE: _____

DATE: _____

PRINT NAME & TITLE: _____

ADDRESS: _____

E-MAIL ADDRESS: _____

PHONE NUMBER: _____

TYPE OF ORGANIZATION (PARTNERSHIP, CORPORATION, INDIVIDUAL, OTHER): _____

STATE OF INCORPORATION, IF APPLICABLE: _____

FEDERAL TAX IDENTIFICATION NUMBER (Required): _____

AUTHORIZED SIGNATURE: _____

DATE: _____

NOTE: Proposals must bear the handwritten signature of a duly authorized member or employee of the organization submitting a proposal.