

REQUEST FOR QUALIFICATIONS

Solar Photovoltaic Systems
RFQ 01-2022



Prepared and Issued on Behalf of:

SOUTH PLACER FIRE DISTRICT

Advertisement Date: October 19, 2022

Response Due Date and Time: November 2, 2022, on or before 2:00PM (PST)

INTRODUCTION

The South Placer Fire District (“SPFD”) is seeking information and qualifications from firms to provide engineering, design, construction, permitting, interconnection, financing and operation and maintenance of grid-tied solar photovoltaic (PV) systems at several district owned sites.

This RFQ is issued solely for information and planning purposes – it does not constitute a Request for Proposal (RFP) or a promise to issue such in the future. This RFQ does not commit the SPFD to contract for any supply or service whatsoever.

Further, the SPFD is not at this time seeking proposals and will not accept unsolicited proposals. Responders are advised that the SPFD will not pay for any information or administrative costs incurred in response to this RFQ; all costs associated with responding to this RFQ will be solely at the interested party’s expense. Not responding to this RFQ may preclude participation in any future RFP, if any is issued.

All inquiries regarding this RFQ should be directed to:

Municipal Energy Advisors, Inc. (MEA)
Attn: John Kaufman
john@municipalenergyadvisors.com

Respondents should not contact the SPFD departments or other SPFD staff directly. Information provided by anyone other than the MEA contact may be invalid and qualifications which are submitted in accordance with such information may be declared disqualified.

Should it become necessary to revise any part of this RFQ, written addenda will be issued. Any amendment to this RFQ is valid only if in writing and issued by MEA on behalf of SPFD.

BACKGROUND

The SPFD was formed in 1952 and was administered as part of the Citrus Heights Fire District (CHFD). CHFD operated a paid Fire District and brought a paid administrative staff to the SPFD to oversee volunteer operations. In 1962, the SPFD formally ended its agreement with the CHFD and the CHFD chiefs that were working at the SPFD became the first full-time paid personnel of the organization.

In 2017, the SPFD and its neighboring fire department, Loomis Fire District, consolidated. This consolidation helped increase efficiency and improve operations, while increasing fiscal responsibility.

The SPFD serves the communities of Granite Bay, Loomis, and southern areas of Penryn and Newcastle. The District covers approximately 55 square miles and serves a population nearing 42,000. The SPFD operates four staffed stations, one volunteer station and four advanced life support (ALS) engine companies, and two ALS transporting ambulances.

Operational Resiliency and Fiscal Sustainability

Through this RFQ, the objective for the SPFD is to implement renewable energy measures that will improve operational resiliency during PG&E power outages, revolving blackouts, wildfires and other unforeseen utility challenges. In addition, the SPFD seeks to realize improved fiscal sustainability using renewable energy generation to offset escalating utility costs today and into the future.

Current Utility Profile

Utility costs for all the SPFD facilities are approximately \$88,000 annually and service is provided by PG&E. The four (4) SPFD facilities that are identified as most suitable for solar PV based on current energy consumption include:

- 5300 Olive Ranch Road, Granite Bay, CA 95746
- 6900 Eureka Rd, Granite Bay, CA 95746
- 5840 Horseshoe Bar Road, Loomis CA 95650
- 3505 Auburn Folsom Road, Loomis CA 95650

These addresses are provided as a reference for purposes of engineering and observing site characteristics and constraints from a computer or other resources. No site walks will be facilitated for this RFQ procurement and anyone entering onto a District facility without advanced notice may be declared disqualified.

Planned Production

The responder should briefly describe its experience and familiarity with the design, construction and commissioning of rooftop and canopy PV systems. Of particular interest is a high-level overview of demonstrated previous experience with PV systems ranging in size from 200KW to 1MW.

Development Period

The responder should be capable of demonstrating its ability to fast-track the design, construction and commissioning of the PV rooftop and/or canopy systems including a thorough understanding of the interconnection application process and managing the utility requirements.

Labor Requirements

By submitting a response to this RFQ, respondents understand that any project which could arising from being selected through the herein procurement will need to be DIR compliant (prevailing wage). All workers employed on public works projects must be paid at least the prevailing wage rates applicable to their work. (§ 1771.) Section 1720, subdivision (a)(1), defines “public works” to mean, inter alia, construction, alteration, demolition, installation, or repair work done under contract and paid for in whole or in part out of public funds.

RESPONSES

The following guidelines are provided for standardizing the preparation and submission of responses. The intent is to assist respondents in the preparation of their submissions and to assist SPFD by simplifying the review process providing standards for comparison of submissions.

Responses submitted to this RFQ shall include a complete reply to the requirements in this section in the order presented. SPFD discourages lengthy and costly responses. Responses should be a straightforward delineation of the respondent's capability to satisfy the intent and requirements of this RFQ and should not contain redundancies and conflicting statements.

Response Format and Content

Responses should be prepared on standard 8 1/2" x 11" paper and should be no longer than 15 pages, not counting a cover letter which should be one page. All response pages should be numbered. No advertising collateral or marketing brochures will be accepted as a formal response to this RFQ. Failure to follow this specified format, to label the responses correctly, or to address all the subsections may, at SPFD's sole discretion, result in the rejection of the response.

Responses must contain the following information in the order listed:

A. Introductory letter

The introductory letter should be addressed to:

South Placer Fire District
Attn: Chief Mark Duerr
6900 Eureka Road
Granite Bay, California 95746

The letter shall include the following:

- a. Responder's legal name, contractor's license and corporate structure.
- b. Responder's primary contact information, including name, address, phone, website, and email.
- c. Identification of use of subcontractors and/or scope of work to be performed by subcontractors.
- d. Identification of any pending litigation against the Responder.
- e. Disclosure of any bankruptcy or insolvency proceedings in last ten (10) years.
- f. Statement indicating the response will remain valid for at least 90 days.
- g. Signature of a company officer empowered to bind the Responder to the provisions of this RFQ and any contract awarded pursuant to it.

B. Table of Contents

The Contractor shall insert a comprehensive table of contents denoting sections as indicated below.

C. Qualifications and Experience

Contractor shall describe its capabilities for undertaking and performing the work, including all professional licenses and certificates held by the Contractor. List types and locations of similar work

performed by the Contractor in the last five (5) years that best characterizes the quality and past performance.

D. References

The Responder must provide three (3) references which they have performed similar services for within the last five (5) years. References may be contacted as part of the selection process. For each reference, responder must provide the following information:

- Name and contact information (i.e., name, title, address, phone, and email)
- Brief description of work provided.

E. Disclosures

Statement that the Responder or any individual who will perform work for the Responder is free of encumbrances that could have a material impact on the work contemplated.

F. Supportive Information

This section should include graphs, charts, photos, resumes, and any other relevant information in support of the Contractor's qualifications.

RESPONSE EVALUATION

Evaluation of Written Responses

Upon review of the written responses, the SPFD will use the following evaluation criteria to determine the qualified firm. Responses should include the categories listed below.

- a. Qualifications, Experience, and References
- b. Personnel, Staffing and Qualifications
- c. Work Plan
- d. Rates and Fees
- e. 20-year performance and savings model using Energy Tool Base or equivalent program
- f. Quality and Responsiveness of the response

GENERAL TERMS AND CONDITIONS

Required Review and Waiver of Objections by Respondent

Responders should carefully review this RFQ and all attachments and submit comments, questions, defects, objections, or any other matter requiring clarification or correction (collectively called "comments") in writing to SPFD no later than the deadline established in this RFQ. This will allow issuance of any necessary amendments and help prevent the opening of defective responses upon which contract award could not be made.

Any comments are not to be addressed to the SPFD directly. Please submit comments to John Kaufman, Municipal Energy Advisors, Inc. by email at john@municipalenergyadvisors.com

Non-Discrimination

No person will be excluded from participation in, be denied benefits of, be discriminated against in the admission or access to, or be discriminated against in treatment or employment in the SPFD's contracted programs or activities on the grounds of disability, age, race, color, religion, sex, national origin, or any other classification protected by federal or California State Constitutional or statutory law; nor will they be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination in the performance of contracts with the SPFD or in the employment practices of the SPFD's contractors.

Respondent Preparation Costs

The SPFD will not pay any costs associated with the preparation, submittal, or presentation of any response made in response to this RFQ.

Respondent Withdrawal

To withdraw a response, the Responder must submit a written notice of intent to withdraw, signed by an authorized representative, to the RFQ Coordinator. After withdrawing a previously submitted response, the Responder may submit another response at any time up to the deadline for submitting responses.

Respondent Errors

Responders are liable for all errors or omissions contained in their responses. Responders will not be allowed to alter response documents after the deadline for submitting a response.

Incorrect Respondent Information

If the SPFD determines that a Responder has provided, for consideration in the evaluation process or contract negotiations, incorrect information which the Responder knew or should have known was materially incorrect, that response will be determined non-responsive and will be rejected.

Respondent's Proposal of Additional Services

If Respondent offers services in addition to those required by and described in this RFQ, those additional services may be added to the contract before contract signing at the sole discretion of the SPFD.

Licensure

Before a contract pursuant to this RFQ is signed, the Respondent must hold all necessary business and professional licenses. SPFD may require any or all Respondent's to submit evidence of proper licensure.

Right of Rejection

The SPFD reserves the right, in its sole discretion, to reject any and all responses or to cancel this RFQ in its entirety at any time.

Any response received which does not meet the requirements of this RFQ may be considered to be nonresponsive, and the response may be rejected. Respondents must comply with all of the terms of this RFQ and all applicable State laws and regulations. The SPFD may reject any response that does not comply with all of the terms, conditions, and performance requirements of this RFQ.

The SPFD reserves the right, at its sole discretion, to request clarifications of responses or to conduct discussions for the purpose of clarification with any or all Responders. The purpose of any such discussions shall be to ensure full understanding of the response.

Disclosure of Response Contents

All responses and other materials submitted in response to this RFQ process become the property of the SPFD. Selection or rejection of a response does not affect this right.

Response Amendment

The SPFD will not accept any amendments, revisions, or alterations to responses after the deadline for response submittal.

QUESTIONS

Questions regarding this procurement must be submitted in writing by e-mail to Municipal Energy Advisors, Inc., attention John Kaufman at john@municipalenergyadvisors.com. No contact with the SPFD personnel is permitted and may be cause for disqualification.