2023

Glendale Community College –

REQUEST FOR PROPOSALS FOR SOLAR PV SYSTEM IMPLEMENTATION

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INTRODUCTION

Glendale Community College (GCC) serves 25,000 students. The students are enrolled in College-credit at the Verdugo Campus, continuing education at the Garfield Campus, community services classes held throughout the community, and the Professional Development Center. The College consists of the following locations:

1. GCC Verdugo Campus: 1500 North Verdgo Road, Glendale, CA 91208
2. Garfield Continuing Education Campus: 1122 East Garfield Avenue, Glendale, CA 91205
3. Professional Development Center: 2340 Honolulu Avenue, Montrose, California 91020

This solicitation is for the design, development and implementation of a solar carport system in Parking Lot B on the Verdugo Campus.

SECTION 1: OVERVIEW, OBJECTIVE AND SITE INFORMATION

OVERVIEW

The College is issuing this request for proposals under the auspices of Government Code 4217.12 using best-value selection criteria. In accordance with its obligations under Section 4217.12 of the Government Code, the College has determined that the anticipated cost to the College of the solar energy services will be less than the avoided costs if the solar services were not utilized.

The College's award of contracts, if at all, will be made in accordance with applicable statutory requirements and respondents will be ranked based on the following criteria, detailed in Section 4 -

1. Company Qualifications
2. Project Financial Pro-Forma
3. Proposed System
4. Experience and References
5. Warranty and Service Contract
6. Overall thoroughness of proposal and responsiveness to this RFP

OBJECTIVE

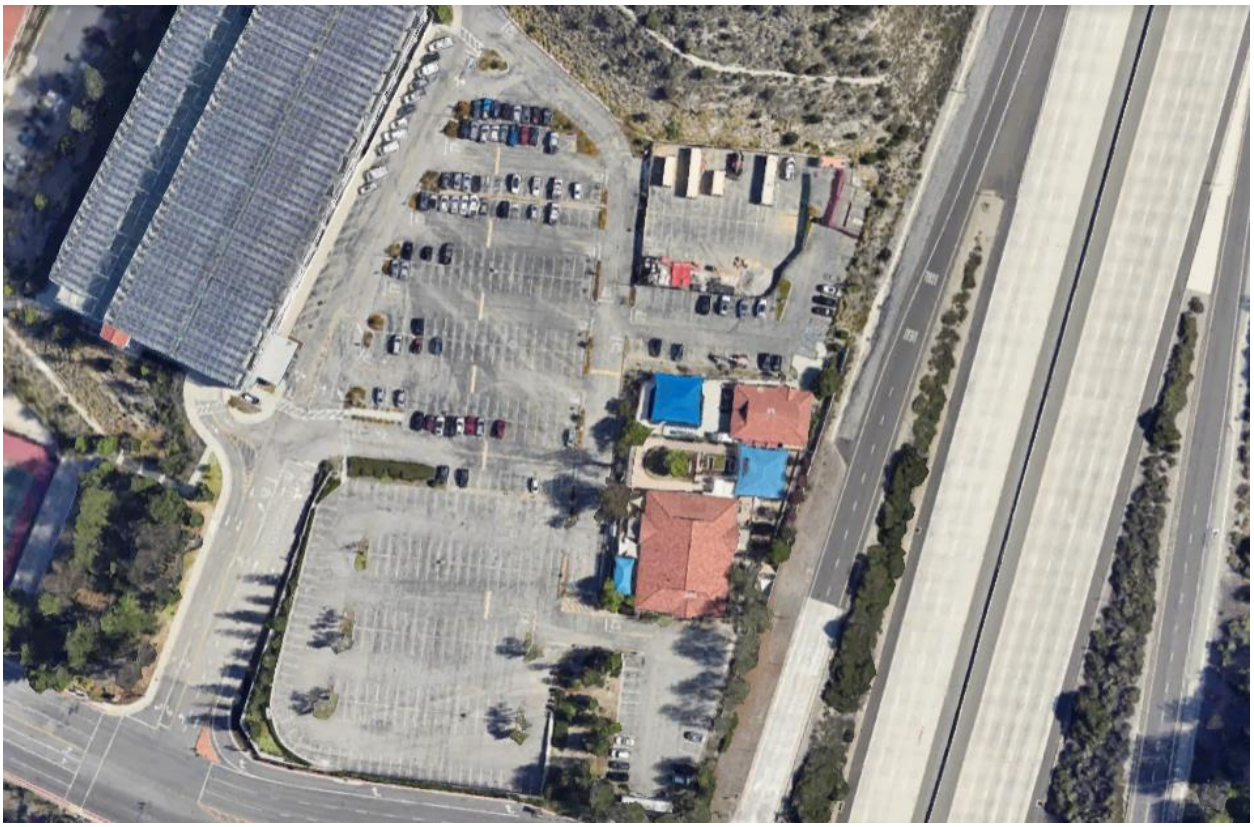
The College seeks to select the most qualified and cost-competitive, hereafter referred to as "best-value", solar contractor (Contractor) for the design and implementation of a "grid-connected" photovoltaic (PV) system.

SITE INFORMATION

The College has identified Parking Lot B at the Verdugo Campus as the most suitable spot for its initial PV installation. Respondents should confine their proposals to the use of this parking lot.

See below for the location overview of Parking Lot B.


Glendale Community College



SECTION 2: SOLICITATION PROCESS

Responses to this RFP must be submitted in writing and signed by an authorized officer of the respondent. Each respondent must provide sufficient information to enable the College to understand the overall proposal, the materials, and services to be provided. The College reserves the right to deem any proposal as non-responsive and to give it no further consideration. The College also reserves the right to request clarification and/or additional information from any respondent.

Responses to the RFP are due no later than January 26, 2024. Responses submitted after this date and time cannot be accepted, and responses that are incomplete or do not conform to the requirements of this RFP will not be considered.

Responses shall consist of

- One (1) signed original
- Three (3) printed copies of submittals
- One (1) flash-drive containing a digital version of the response

Responses must be delivered to:

Glendale Community College
Attn: Patrick Shahnazarian, Interim Director of Facilities
Facilities Department
1500 North Verdugo Rd.
Glendale Community College, CA 91208

All questions to this RFP must be received by December 08, 2023 and directed by email to:

Patrick Shahnazarian
Interim Director of Facilities
patricks@glendale.edu

RFP SCHEDULE:

RFP Published	11/27/2023
Contractor Site Walks	12/06/2023
Final Date for Questions	12/08/2023
Answers to Questions Published	12/15/2023
Proposal Due Date	1/26/2024
Vendor Interviews	2/7/2024-2/9/2024
Contractor Negotiations	TBD
Board Approval	3/19/2024

The College reserves the right to interview any or all respondents to this RFP, or to ask for additional information or clarifications. The College reserves the right, at its sole discretion, to

accept a response that does not satisfy all requirements but which, in the College's sole judgment, sufficiently demonstrates the ability to produce, deliver, design, permit and install grid-connected PV projects and to satisfy the major requirements set forth in this RFP. The College reserves the right to change the above schedule.

COLLEGE MODIFICATION TO RFP:

The College expressly reserves the right to modify any portion of this RFP prior to the latest date/time for submission of RFP responses, including without limitation, the cancellation of this RFP. Modifications, if any, made by the College to the RFP will be in writing; potential respondents who have obtained this RFP from the College prior to any such modifications will be issued modifications to the RFP by written addenda.

NO ORAL CLARIFICATIONS/MODIFICATIONS:

The College will not provide any oral clarifications or modifications to the RFP or the requirements hereof; no employee, officer, agent or representative of the College is authorized to provide oral clarifications or modifications to the RFP. No respondent shall rely on any oral clarification or modification to the RFP.

PUBLIC RECORDS:

Except for materials deemed Trade Secrets (as defined in California Civil Code §3426.1) and materials specifically marked "Confidential" or "Proprietary", all materials submitted in response to this RFP are deemed property of the College and public records upon submission to the College. The foregoing notwithstanding, the College may reject for non-responsiveness the RFP response of a respondent who indiscriminately notes that its RFP response or portions thereof are "Trade Secret", "Confidential", or "Proprietary" and exempt from disclosure as public record. The College is not liable or responsible for the disclosure of RFP responses, or portions thereof, deemed to be public records, including those exempt from disclosure if disclosure is by law, by an order of a court of competent jurisdiction, or which occurs through inadvertence, mistake or negligence on the part of the College or its agents or representatives. If the College is required to defend or otherwise respond to any action or proceeding wherein request is made for the disclosure of the contents of any portion of a RFP response deemed exempt from disclosure hereunder, by submitting a response to this RFP, each respondent agrees to defend, indemnify and hold harmless the College in any action or proceeding from and against any liability, including without limitation attorneys' fees arising there from. The party submitting materials sought by any other party shall be solely responsible for the cost and defense in any action or proceeding seeking to compel such disclosure of such materials; the College's sole involvement in any such action shall be that of a stakeholder, retaining the requested materials until otherwise ordered by a court of competent jurisdiction.

ERRORS/DISCREPANCIES/CLARIFICATIONS TO RFP:

If a respondent: (i) encounters errors or discrepancies in this RFP or portions hereof; or (ii) requires clarifications of any portion of the RFP, the respondent shall immediately notify Patrick Shahnazarian, Interim Director of Facilities, via email at patricks@glendale.edu.

Responses of the College to the notice of any errors or discrepancies herein, or request for clarification will be in writing. If, in the sole judgment of the College, any clarification response affects the RFP or other respondents, the College will issue the clarification response by a written addendum distributed to all potential respondents who have theretofore obtained this RFP from the College.

SECTION 3: SCOPE AND PROJECT REQUIREMENTS

GENERAL REQUIREMENTS

In general, the scope of the project is to design and successfully construct a solar carport PV systems for Parking Lot B at the College's Verdugo Campus. The performance and construction specifications are detailed in Section 3 of this RFP. Any item not specifically addressed in this section should be clarified in writing with the College as set forth in Section 2.

1. Contractor is responsible to inspect the Site, to obtain all necessary Site data, to obtain all required geotechnical investigations and to determine all Site data for the design and construction of the Project. This shall include determination of DSA and any other applicable AHJ code requirements for seismic and wind design loads. It is Contractor's sole responsibility to ensure that the Site work complies with all federal, state, and local code requirements and all applicable industry codes and standards.
2. Access to the sites will be first shift, with vendor responsible to meet the College safety and security requirements.
3. Contractor is responsible for all due diligence in capturing potential construction challenges and mitigation in the proposal cost, including potential modifications to the existing electrical switch gear and location of underground utilities. **No change orders will be issued for contractor oversight.**
4. Contractor is responsible for tree and/or parking pole removal
5. Contractor is responsible for all necessary permitting and interconnection agreements, including, but not limited to, DSA, Glendale Water and Power, and the City of Glendale, as required. See Attachment C – Updated DSA Requirements for IR PC-7 for updated DSA requirements regarding pre-check design requirements for steel cantilevered column structures.
6. Contractor is required to facilitate inspections related to permitting, construction, and potential incentives.
7. Contractor will be required to comply with all relevant federal, state, and local statutes, regulations, ordinances, rules, orders, and other laws in any Contract with the College including but not limited to the following as appropriate:
    a) Division 2, part 7, chapter 1 (commencing with section 1720) of the California Labor Code, which requires payment of prevailing wages and regulates working hours.
    b) Contractor is expected to be inclusive in any proposal obtaining all necessary permits, including but not limited to permits required by the State of California; and shall pay all taxes and regulatory fees including interconnect processing cost.

UNDERGROUND UTILITIES

1. All electrical connections from PV systems to POC shall be underground.

2. Contractor is responsible for coordinating with Glendale Water and Power, SoCal Gas, and the city to determine the location of all existing underground utilities.
3. The project is expected to be financed under a fixed cost loan agreement, so due diligence in identifying all costs associated with underground utilities pre-contract is essential.

DESIGN REQUIREMENTS

The selected bidder is responsible for final engineering design for the project. All design drawings shall be signed and sealed by a professional engineer of record registered in the state of California.

All engineered design drawings, data, and documents must be submitted to GCC for review and approval at the 50% design and 90% design phase for review and comment and for final sign-off before construction is to begin. GCC will have ten (10) business days after each milestone to review and comment. Construction shall not commence until drawings and specifications are signed, sealed, and issued for construction, also known as "approved for construction" documents.

1. Carport PV shall be tilted at a minimum of 5 degrees to allow for drainage and reduce soil build-up.
2. The carport PV shall have a 9 ft. clearance in all directions, or meet the distance required by local building code, whichever is greater.
3. LED Lighting with photocell controls shall be provided under each carport with a minimum average 5 foot-candles at ground level and no greater than a 10:1 max:min differential.
4. All lines interconnecting PV arrays to point of interconnection shall be underground.
5. The system must be designed to last at minimum 25 years (without undue maintenance) and deliver or exceed performance expectations.
6. Installation must meet industry standards.
7. Facility must be permitted and in compliance with all applicable building and electrical codes.
8. All facility equipment must be rated for the temperature and exposure conditions in which it will operate continuously for twenty (25) years or more.
9. All facility components must be new (modules, inverter, mounting hardware, etc.).
10. Array mounting must not reduce the expected life or durability of the structure on which it is located.
11. The system must be designed for optimal performance without sacrificing good aesthetics.
12. The system must include all code required signage and a customer manual.
13. A customer manual must include the following information:

    a) Facility documentation - As-built drawings that accurately describe the components installed and the wiring design, including wire sizes, and estimated length of wire runs
    b) Facility site plan that indicates array, inverter, and all disconnect locations
    c) Operation and maintenance requirements including the name and phone number of person(s) or company to call in the case of a facility failure
    d) Warranties and installation documentation
    e) Minimum two-year Bidder warranty for materials and workmanship
    f) Manufacturer's warranty for PV modules and inverter
    g) Permit documentation
    h) Manuals and data sheets

i) Bill of material listing all primary facility components including part model numbers or designation.
j) Inverter Owner's Manual
k) Manufacturer data sheets for major components, including but not limited to: inverters, modules, monitoring equipment and software

14. All facilities must include one or more meters that can record the facility's total energy production. Meters must be equivalent to American National Standards Institute (ANSI) certified revenue meters with a 0.5 or better accuracy class and, if digital, it must have non-volatile data memory.
15. Array must be sized to operate within the current, voltage and power limits approved and warranted by the inverter manufacturer. The temperature-adjusted voltage must remain within the inverter limits at the historical record low temperature for the location in which it is installed.

EQUIPMENT REQUIREMENTS

STRUCTURAL

1. All system components and design and construction work must comply with the requirements of the Division of State Architect (DSA) and California Department of Education. See Attachment C for DSA bulletin, *IR PC-7 Pre-check (PC) design criteria for steel cantilevered column structures (ordinary & Special): 2022 CBC*
2. The contractor shall provide structural calculations, stamped by a licensed professional structural engineer in the state of CA.
3. All structural components shall be non-corrosive (galvanized steel, stainless steel, or aluminum). All hardware shall be stainless steel or aluminum. All components shall be designed to obtain a minimum 40-year design life.
4. The project, including supports and power conductors, shall not interfere with roof drains, water drainage, expansion joints, air intakes, existing electrical and mechanical equipment, existing antennas, and planned areas for future installation of equipment shown on drawings.
5. PV System Installation Warranty. The PV systems shall carry a ten (10) year workmanship warranty by both the manufacturer and the installer including parts and labor.

MODULES

1. PV modules shall be a commercial off-the-shelf product.
2. PV Modules shall be eligible for Construction Specifications Institute (CSI), and shall be properly installed according to manufacturer's instructions, NEC, and as specified herein.
3. UL certification required
4. The PV modules shall be installed such that the maximum amount of sunlight available year-round daily should not be obstructed. All projects must include documentation of the impact from any obstruction on the seasonal or annual performance of the solar electric array.
5. System wiring shall be installed in accordance with the provisions of the NEC.
6. All modules installed in a series string shall be installed in the same plane/orientation
7. PV modules shall have a 20-year limited warranty that modules will generate no less than 80% of rated output under STC. PV modules that do not satisfy this warranty condition shall be replaced.

8. Provide a panel manufacturer's warranty as a minimum: No module will generate less than 90% of its specified minimum power when purchased. PV modules shall have a 20-year limited warranty guarantying a minimum performance of at least 80% of the original power for at least twenty (20) years. Measurement made under actual installation and temperature will be normalized to standard test conditions using the temperature and coefficients published in the module specifications.
9. If PV modules using hazardous materials are to be provided by the respondent, then the environmental impact of the hazardous material usage must be discussed, including any special maintenance requirements and proper disposal/recycling of the modules at the end of their useful life. Modules containing hazardous materials must comply with the EPA Landfill Disposal Requirements. Any additional costs and/or College responsibilities related to PV modules containing hazardous materials must be clearly identified.

INVERTERS

1. Each inverter and associated controls shall be properly installed according to manufacturer's instructions.
2. Inverters shall be commercial off-the-shelf product, listed to UL 1741 and IEEE 1547
3. The inverter shall have at a minimum the following features:
    a. UL/ETL listed
    b. Peak efficiency of 96% or higher
    c. Inverter shall have operational indicators of performance and have built-in data acquisition and remote monitoring.
    d. The inverter shall be capable of parallel operation with the existing AC power. Each inverter shall automatically synchronize its output waveform with that of the utility upon restoration of utility power.
4. Warning labels shall be posted on the control panels and junction boxes indicating that the circuits are energized by an alternate power source independent of utility-provided power.
5. Operating instructions shall be posted on or near the system, and on file with facilities operation and maintenance documents.
6. Provide detailed lock out /tag out instructions for all equipment.
7. Power provided shall be compatible with onsite electric distribution systems.
    a. Install inverters and control panels in most optimum locations with appropriate environmental protection. Roofs may be used if structurally sufficient. If inverters are mounted outside, they shall be shaded from direct sun from 10 a.m. to 6 p.m. in the months of June to August and be able to be secured.
8. The inverter and system shall utilize an astronomical timer or other means to shut down the inverter during nighttime to avoid energy usage at night.
9. Warranty. A minimum 10-year manufacturers' warranty shall be provided.

MONITORING

1. Monitor by an IP addressable device and displayed graphically in a user-friendly manner the following parameters:
    a. Instantaneous power (kW) and cumulative energy produced (kWh)
    b. Solar irradiance

    c. Status of all equipment
    d. Electrical diagram showing operation and performance of all equipment
2. Data shall be available both in real time and in archived in 15-minute averages. All monitoring hardware and software shall be provided by the contractor.
3. All meters shall retain production data during power outages.
4. System shall also include metering for remote data collection and display on vendor-provided web site of system performance. System performance shall allow display during different monitoring periods from one hour to one year.
5. Provide networking equipment, engineering, programming, wiring, and software to allow remote connection by UUSD to the local area network.
6. Meters utilized for the project shall be listed on CEC List of Eligible System Performance Meters per SB1 Guidelines, shall be UL listed, and shall comply with UTILITY net energy metering requirements.
7. Meters shall be installed in the main distribution panel (MDP) when possible. Meters shall not be mounted to the transformer housing without prior approval when there is no other reasonable place to mount it.

OPERATIONS AND MAINTENANCE

1. The contractor shall coordinate with Glendale Water and Power (GWP) to ensure that the project satisfies all criteria for interconnection of the project to the GWP electric distribution system. This includes coordinating all negotiations, meeting with GWP, design reviews, and participating in any needed interaction between GWP and GCC.
2. The contractor is responsible for preparing required submissions for obtaining the Net Energy Metering (NEM) and interconnection agreement from the utility. GCC will sign the NEM and interconnection agreements, not the contractor.
3. The contractor shall manage interconnection and startup of project in coordination with the Site and GWP. The contractor shall at its own expense pay any interconnection, processing, and other fees and expenses as may be required by GWP for interconnection and operation of the project.
4. Provide operation and maintenance of the solar array systems for one year. Work shall include all manufacturer recommended maintenance as well as a 12-month performance commissioning. UUSD shall be invited to witness all performance commissioning. A maintenance log shall be maintained to note dates, equipment and issues being resolved. Contractor should be available within 48 hours to respond to natural disasters (extreme storm, hail, wind events) to inspect array for damage.

COMMISSIONING AND CLOSEOUT

1. **As-Built Drawings and Specifications.** The Contractor shall provide "as-built drawings" and documents based upon actual site installation. Should GCC determine that variations exist between finished construction and the as-built drawings, the contractor shall correct drawings to the satisfaction of GCC. The contractor shall submit four (4) hard copies and two (2) thumb drives containing the “as-built” drawings and specifications as CAD and PDF files.

2. **Warranties and Guarantees.** Submit specific warranties and guarantees, final certifications and similar documents to GCC upon substantial completion and prior to final payment. Include copies with operations and maintenance manual. All warranties shall be signed by a principal of the contractor's firm and sealed if a corporation.
3. **Maintenance Manual.** Provide a detailed operation and maintenance manual including diagram of system components, description of normal operation; description of operational indicators and normal status of each, table of modes of operation, safety considerations, preventative maintenance requirements, troubleshooting and corrective actions; sources of spare parts and cut sheets for all components. The contractor shall prepare six (6) hardcopies and two (2) CDs containing the detailed Maintenance Manual. Submit to GCC.
4. **Spare Parts.** The contractor shall provide a recommend list of spare parts.
5. **Demonstration and Training.** Provide GCC approved training for designated personnel in the operation of the entire photovoltaic energy system, including operation and maintenance of inverter(s), transfer switches, panel board, disconnects and other features as requested by GCC. Instruct the designated GCC personnel in removal and installation of panels, including wiring and all connections. Provide GCC with written instructions and procedures for shut-down and start-up activities for all components of the system. GCC shall be permitted to video tape this training for official use.
6. **Third Party Inspection.** System will be subject to third party inspection during and at the close of construction to verify quality workmanship and DSA criteria. The workmanship criteria will be provided to the contractor and agreed to by both parties before construction begins. Any items not satisfying the workmanship criteria will be added to the contractor punch list for completion before final project closeout.

WARRANTY AND SERVICE CONTRACT REQUIREMENTS

- All respondents must offer comprehensive on-site training in PV system safety, operations, and maintenance consistent with the warranty and service contract provisions.
- The respondents standard warranty coverage will be twenty (20) years for any PV panels, and ten (10) years for all inverters, or consistent with current CSI Guidelines for PV System warranty requirements, whichever is greater.
- Work performed by the Contractor must not render void, violate, or otherwise jeopardize any preexisting College facility or building warranties.
- Per Section 4 Warranty and Service and as priced in the cost proposal worksheet, annual on-site system inspection, including system testing and routine preventive maintenance, repair and/or replacement of defective parts (equipment and labor).
- System performance monitoring and historical data access should be provided to the College via a secure website.
- Performance monitoring data should include system energy and power production, ambient temperature, wind speed, and insolation.

SECTION 4: SUBMITTAL REQUIREMENTS

TRANSMITTAL LETTER

1 Page

Each response should include a transmittal letter signed by a party authorized to sign binding agreements for the project described by this RFP. The letter shall clearly indicate that the respondent has carefully read all the provisions in the RFP and any addenda released since the RFP publish date.

TAB 1 – QUALIFICATIONS (10 points)

1-2 Pages

Company Profile

1. Year founded
2. Status (private or publicly held)
3. Number of employees
4. Number of employees in California
5. Total revenue and Megawatt Peak (MWp) installed for the past three (3) years.
6. Local office location.

Construction and Professional Engineering Licenses:

Provide information confirming a contractor's license in active and good standing with the Contractors State License Board.

1. Provide a list of all California State Contracting Licenses held by the company or a full-time employee of the company, including classification and number
2. List the name and license number of the professional engineer responsible for each of the following disciplines:
    a. Electrical
    b. Structural

Financial Performance

1. If public, provide a website link to your audited annual investment reports. If private, the short-listed companies will be asked to provide audited financial statements for the past two (2) years. The statements will be audited with the firm present and the firm will be allowed to take statements after the review.

Legal

1. If applicable, provide a summary of the issues and the status of any lawsuit your firm or any executive officers of your firm have been a party to involving the performance of any equipment it has installed.

Project Team

1. Identify and provide full contact information for the Proposal Team leader.

2. Identify each business entity, person or firm involved in the proposal and their role (e.g. design, installation, permitting, equipment supply by component, operations and maintenance)
3. Provide resumes of personnel directly involved with the development of the proposed systems

Insurance & Bonding

Provide the following information on your firm:

1. Commercial General Liability Limits (per occurrence and aggregate)
2. Commercial Automobile Liability Limits (per occurrence and aggregate)
3. Professional Liability Limits (per occurrence and aggregate)
4. Employer's Liability Limits (per occurrence and aggregate)
5. Employment Practices Liability Limits (per occurrence and aggregate)
6. Product insured for damage during installation / Builders' Risk Limits
7. Number or Percentage of employees covered by Workers' Compensation Insurance
8. List your firm's Experience Modification Rate (EMR) (California workers' compensation insurance) for each of the past three premium years
9. Financially viable insurance (rating)
10. What is your company's bonding capacity?

TAB 2 – PROJECT COST AND FINANCIAL PRO-FORMA (40 points)

1-5 pages, not including Cost Proposal Workbook

1. Fill out the corresponding cost worksheet included in *Attachment A – Cost Proposal Workbook.xlsx*. The completed cost proposal workbook must be included with your bid response.
    a. If any incentives are expected to offset the project cost, note the potential value of the incentive, but do not remove the value from the project cost.
2. For each site, include the solar generation calculations used for the financial pro-forma in minimum one-month increments.
3. Pro-form: Include Net Present Value calculations and annual cash flows over the life of the system
    a. Solar generation calculations shall be specific to the proposed equipment
    b. Cost avoidance shall be based on current utility rates and the 8760 utility information included in this RFP as *Attachment B – Raw Utility Data*. If the equivalent rate with a solar option is available, the solar rate may be used, however this must be clearly stated in the financial calculations. Further, the ability to switch to the stated rate must be clearly demonstrated as imminently viable upon project completion.
    c. Inverter replacement costs to be included at the end of the inverter warranty period
    d. Annual operation and maintenance costs are to be included in the pro-forma with a 1% annual escalation rate
    e. Energy escalation rate is stipulated as 3% annually
    f. Financed interest rate to be clearly noted
4. Describe the fee structure and how the organization will be charged. The costs involved may be categorized separately as design, construction, and maintenance. Milestone billing should correspond to the proposed implementation schedule included in Tab 3.

TAB 3 - PROPOSED SOLAR PV SYSTEMS (25 points)

5-10 pages, not including data sheets. Add data sheets as an appendix to the proposal

The proposal for Parking Lot B should be developed by focusing on balancing quality and value. Provide the following information.

OVERVIEW

1. Indicate the specific location, dimensions, and "footprint" of each proposed system specific to the equipment proposed.
2. Indicate total system size in peak kW for each array
3. Include preliminary shade studies for each site
4. Describe any unique design and/or construction features of the systems that serve to optimize performance and aesthetics on each site.
5. Provide details of mounting system. Identify any products or mounting strategies unique or proprietary to the respondent.
6. Describe any identified issues or challenges and provide detailed strategies for resolution.

EQUIPMENT SPECIFICATIONS

Racking

1. Identify the racking manufacturer and whether the equipment is a custom solution or "DSA-ready"

PV Modules

1. Number of PV modules for proposed array.
2. PV module manufacturer and model number.
3. PV module efficiency
4. Provide manufacturer's data sheets for the proposed PV modules
5. Indicate the PTC ratings for the proposed PV modules.
6. Provide an explanation for your choice of PV module.

Inverters

1. Number and size for proposed system.
2. Inverter brand(s), model(s), and efficiency (%).
3. Provide manufacturer's data sheets for the proposed inverters.
4. Provide an explanation for your choice of inverter.

Monitoring System

1. Proposed Metering System
2. Sample screenshot of user interface
3. Short description of unique features and ease of use
4. Include manufacturer's data sheets for the system

IMPLEMENTATION SCHEDULE

1. Construction completion and system startup shall take place before December 31st 2025. Submit a implementation schedule for the proposed PV system that includes the major milestones and likely completion date based on your company's resources and availability. Parking Lot B is a vital

parking lot for students and faculty. Pleased describe how will ensure minimal disruption to parking availability during construction.

TAB 4 - SOLAR PROJECT EXPERIENCE (15 points)

3-5 pages

Describe at least three currently operating, non-residential, grid-connected PV systems similar in size to the scope of this RFP [kW (ac)] that your company has installed. For each, provide the following information:

1. Total kilowatt peak (kWp) installed
2. Customer/owner name with system location and a contact person's name, email, address, and phone number who can be contacted as a reference
3. Installation date and on-line date
4. Precise role(s) your company performed for the project (e.g. material supplier, lead contractor, electrical subcontractor, design, consulting, etc.)
5. Type of system (rooftop, ground-mount, carport, etc.)
6. If the project owner was a California school or community College, describe your experience with the Division of State Architect (DSA) in gaining the necessary DSA approvals.
7. Describe your development and implementation strategy. Include sample deliverables from past projects of similar size and scope.
8. Describe any additional elements of your experience or offered services that you believe the College should consider when evaluating your proposal.

TAB 5 - WARRANTY AND SERVICE CONTRACT (10 points)

SYSTEM MAINTENANCE AND SUPPORT

The College intends the Contractor to provide comprehensive operations and maintenance of the PV system(s). The service shall include, at minimum,

a) Bi-annual PV module cleaning,
b) inspection of connections and terminals at the AC and DC solar equipment.
c) Cleaning the inverter fans with compressed air.
d) Work report status to owner

Include in your proposal answers to the following questions.

1. Provide an annual price for the proposed maintenance agreement for the project. If any additional services are included in your maintenance agreement, describe what those services consist of and how they will benefit the College and optimize system performance.
2. State the location of the nearest service office.
    a. Hours of operation
    b. Telephone response time
    c. System outage response time
3. If maintenance is to be sub-contracted, identify the subcontractor and provide a detailed description of their relevant experience and qualifications.

WARRANTIES AND SERVICE INFORMATION

- Provide a copy of the PV module warranty covering a minimum period of 20 years.
- Provide a copy of the inverter warranty with a minimum period of 10 years.
- Provide your standard system warranty and service contract provisions.
- Provide optional extended warranties on inverter and other key system components as an add-alternate to the proposed cost.

PERFORMANCE VERIFICATION AND GUARANTEE

It is imperative that the installed system be capable of generating financial savings capable of meeting the loan repayment schedule.

1. Provide a detailed description and price impact for optional inclusion of solar PV output performance guarantees. Submit actual contract language which would be used for a performance guarantee, including your standard terms for such guarantees.
2. Provide two to three years of actual system energy production data for at least three existing grid-connected PV projects that your company has installed. The data should compare the measured system performance and availability to the accuracy of the initially predicted performance.