

Photovoltaic System Request for Proposal

1. PROJECTS IDENTIFICATION

Hollister R-V School District is soliciting proposals from a qualified contractor to design, fabricate, deliver, and install ground mounted 99.8KW utility-interactive solar photovoltaic system and/or alternate bids to include roof mounted systems. Only contractors who can provide proof of installing photovoltaic systems greater than 100KW will be considered.

2. BACKGROUND

- 2.1. Objective.** Contractor should be a commercial installer and a Master Electrician should manage the installation team. As a single source provider, contractor shall provide a total “turnkey” project including all necessary equipment, materials; design, manufacturing and installation services for the installation of a ground mount utility-interactive photovoltaic system (alternate bids will be accepted for roof mounts). In addition, Contractor is to handle all preparation, submission and fulfillment of Empire Electric Net Metering and Solar Rebate application.
- 2.2. Scope.** The contractor shall perform all professional services as necessary to provide Hollister R-V School District with a complete design package including the requirements outlined in this Statement of Work. The contractor shall install the project such that it is operational and compliant with all applicable standards, building codes and utility interconnection requirements. After approval by Hollister R-V School District of the final design package, the contractor shall provide all necessary construction to successfully complete the photovoltaic system installation.

3. PERFORMANCE CRITERIA

The following performance criteria shall be met:

- Install top tier panels, preferably Canadian Solar.
- PV modules shall have a 25-year limited warranty that modules will generate no less than 80% of rated output under STC.
- Fronius Inverters are preferred and must be compatible with the onsite distribution system.
- A 10-year manufacturers’ warranty shall be provided on the Inverters.
- 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.
- Proposal shall provide estimated energy delivery for each month of the year and total for the year.
- All proposed/implemented PV array locations shall be shade free from 9AM until 3PM (solar time).
- The project, including supports and power conductors, shall not interfere with roof drains, water drainage, expansion joints, air intakes, existing electrical and mechanical equipment and existing antennas.

4. CODE COMPLIANCE

Installation and equipment shall comply with applicable building, mechanical, fire, seismic, structural and electrical codes. Only products that are listed, tested, identified, or labeled by UL, FM, ETL, or another Nationally Recognized Testing Laboratory shall be used as components in the project. Non-listed products are only permitted for use as project components when a comparable useable listed component does not exist. Non-listed products proposed for use as components must be identified as such in all submittals.

- The contractor shall coordinate with utility to ensure that the project satisfies all utility criteria for interconnection of the project to the utility electric distribution system. This includes coordinating all negotiations, meeting with utility, design reviews, and participating in any needed interaction between utility and Hollister R-V School District.
- The contractor is responsible for preparing required submissions for obtaining the Net Metering and Interconnection agreement from the utility. Hollister R-V School District will sign the Net Metering and Solar Rebate agreements, not the contractor. The contractor shall manage interconnection and startup of project in coordination with the Site and utility. The contractor shall at its own expense pay any interconnection, processing, and other fees and expenses as may be required by utility for interconnection and operation of the project.

5. DEMONSTRATIONS AND TRAINING

Provide Hollister R-V School District 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 Hollister R-V School District. Instruct the designated Hollister R-V School District personnel in removal and installation of panels, including wiring and all connections. Hollister R-V School District shall be permitted to video tape this training for official use.

6. OPERATION AND MAINTENANCE

The contractor will provide maintenance of the solar array systems for two years. Work shall include all manufacturers recommended maintenance. Contractor should be locally owned and available within 48 hours to respond to natural disasters (extreme storm, hail, wind events) to inspect array for damage.

7. ROLES AND RESPONSIBILITIES

7.1. Contractor. The contractor is required to provide:

- Design concepts
- Prepare and submit Empire Net Metering and Solar Rebate application
- Construction documents and engineering calculations by a licensed architect or engineer
- Submittals for materials and products

- Provide all manufacturers warranties at RFP submission
- Construction materials, equipment and labor
- Design and construction supervision / contract management
- Commissioning of project
- Mentoring and training Hollister R-V School District building operating staff for operation and maintenance
- Operation and Maintenance during first two years.
- Web-based monitoring system
- Awarded contractor will secure from governing agencies and the utility company all required rights, permit, approvals and interconnections agreements at no additional costs to Hollister R-V School District. The bid should be all-inclusive to include the total bid price of project including operation and maintenance for the first two years.

7.2. Hollister R-V School District will:

- Review for approval design submittals
- Witness inspections to verify attainment of performance requirements
- Make progress payments for design / construction as agreed in contract

8. SUBMISSION REVIEW

For each design / drawing submissions, Hollister R-V School District reserves the right to make comments and request changes after the receipt of the submission. Reviews will be made by Hollister R-V School District staff.

8.1. Purpose. Hollister R-V School District will review the contractor design submissions to verify adherence to contract requirements. Design reviews by Hollister R-V School District are not to be interpreted as resulting in an approval of the contractor's apparent progress toward meeting contract requirements but are intended to discover any information that can be brought to the contractor's attention that might prevent errors, misdirection, or rework later in the project. The contractor shall remain completely responsible for designing, constructing, operating and maintaining the project in accordance with the requirements of this Statement of Work.

8.2. Deadline. All RFP responses should be hand delivered to the Administrative Building at Hollister R-V School District by the end of the day on November 28th, 2018. Bids will be opened at 8:30 am on November 29th.