

**REQUESTS FOR PROPOSALS FOR ENGINEERING, PROCUREMENT, AND
CONSTRUCTION (EPC) SERVICES FOR SOLAR PROJECTS AT CONNECTICUT
AFFORDABLE MULTIFAMILY HOUSING SITES**

**Solar MAP – AMFH – Round 1
2024**

I. PURPOSE

The Connecticut Green Bank (“Green Bank”) through this Request for Proposals (“RFP”) seeks proposals from qualified contractors or entities (“Proposer” or “Contractor”) to provide engineering, procurement, and construction (“EPC”) services for solar photovoltaic (“PV”) projects at Affordable Multifamily Housing (“AMFH”) sites (“Sites”) outlined in **Table 1** (together being, the “Systems”).

II. GREEN BANK BACKGROUND

The Green Bank is a quasi-public agency established by the Connecticut General Assembly on July 1, 2011 as a part of Public Act 11-80. As the nation’s first full-scale green bank, it is leading the clean energy finance movement by leveraging public and private funds to scale-up renewable energy deployment and energy efficiency projects across Connecticut. The Green Bank’s success in accelerating private investment in clean energy is helping Connecticut create jobs, increase economic prosperity, promote energy security and address climate change. The Green Bank’s Solar Marketplace Assistance Program (“Solar MAP”) provides no-cost technical assistance to affordable multifamily housing providers, municipalities, and state agencies to navigate the solar marketplace. Solar MAP provides project development services, flexible financing, and coordinates incentives and contractors. For more information about the Connecticut Green Bank, please visit www.ctgreenbank.com.

III. PROGRAM BACKGROUND

The Green Bank is working with AMFH site owners through Solar MAP to facilitate solar PV deployment at their properties. The Green Bank, through the RFP, will procure EPC services for the projects outlined in **Table 1**. The Green Bank or subsidiary thereof, such as CEFIA Holdings LLC, will own the Systems and enter into an Engineering, Procurement and Construction Agreement (“EPC Agreement”) with the selected Contractor(s) (each such Contractor being an “Awardee”). The Green Bank (or a subsidiary thereof) will execute a solar site lease or power purchase agreement with the AMFH site owner.

In Connecticut, the definition of residential utility customers who are eligible to receive certain tariff incentives for distributed solar PV systems, was recently expanded to include affordable multifamily customers. Eligible AMFH customers¹ are now allowed to access the residential solar incentive offered through the Residential Renewable Energy Solutions (“RRES”) program. The Projects in the RFP are being developed to participate in the RRES program and the associated program rules.

Green Bank is a subrecipient of Connecticut’s Solar for All grant awarded through the Environmental Protection Agency’s Greenhouse Gas Reduction Fund (“GGRF”) to support solar and storage deployment through various existing and new programs and initiatives. The primary focus of the funds is to increase solar access for low-and-moderate income households particularly in multifamily affordable housing. Green Bank is also a subrecipient of the Coalition for Green Capital’s National Clean Investment Award. Green Bank intends to deploy a portion of these funds in existing programs such as Solar MAP. **As such, this solicitation requests secondary responses that incorporate requirements associated with the use of GGRF funds, such as Buy America, Build America Act (“BABAA”) and Davis Bacon and Related Acts (“DBRA”), for five (5) projects indicated in Table 1. Please see section VI.K. which outlines certain requirements for secondary bids together known as “Federal Compliance Requirements”. Proposers are not required to submit a secondary bid; however, priority will be provided to Proposer’s whose submissions include a bid with Federal Compliance Requirements.** Green Bank recognizes the project cost will likely be higher to meet the Federal Compliance Requirements. These higher costs will not be penalized in scoring. Rather, the Green Bank will evaluate the increased cost alongside the financial benefits offered by use of GGRF funds, **with a preference for projects that can meet the Federal Compliance Requirements** but still deliver the same or better financial benefit to the property owner and tenants as one that doesn’t meet the Federal Compliance Requirements. **Please note, secondary bids are strongly encouraged but optional.**

If Proposer is unable to meet the Federal Compliance Requirements (e.g. BABAA-compliant equipment not available), please include the reason in the proposal. Green Bank welcomes and encourages Proposers to provide detailed information on particular component(s) of the Federal Compliance Requirements that present a barrier.

The Green Bank has retained the services of CSW Energy to assist with technical due diligence, RFP co-administration, and review of submitted proposals.

¹ A multifamily dwelling consisting of five or more units, provided in the case of a multifamily dwelling consisting of five or more units, (i) not less than sixty percent of the units of the multifamily dwelling are occupied by persons and families with income that is not more than sixty per cent of the area median income for the municipality in which it is located, as determined by the United States Department of Housing and Urban Development, or (ii) such multifamily dwelling is determined to be affordable housing by the Public Utilities Regulatory Authority in consultation with the Department of Energy and Environmental Protection, Department of Housing, Connecticut Green Bank, Connecticut Housing Finance Authority and United States Department of Housing and Urban Development.

IV. SCOPE OF SERVICES AND PROJECT INFORMATION:

A. Site Locations

Table 1: Site Information

Site Name	Site Address	Exhibit Reference	Project Type	System Size (kW DC)*	Secondary Pricing Requested (Y/N)**
Foote Commons	366 W Main St Cheshire, CT 06410	A-1	Rooftop	94.8	Yes
Beachport Senior Housing	50 Rumberg Rd Cheshire, CT 06410	A-2	Carports & Ground Mount	281.1	Yes
Hamden Village	46-80 Clifford St, 102-206 Treadwell St, Hamden, CT 06518	A-3	Rooftop	336.2	Yes
Mount Carmel Village	33 Woodruff St Hamden, CT 06518	A-4	Rooftop	93.1	Yes
Congregate	33 Woodruff St Hamden, CT 06518	A-5	Rooftop	182.3	No
Juniper Hill Village	1 Silo Cir, Storrs, CT 06268	A-6	Rooftop	401.5	No
Parker Place	100 Old Post Rd Tolland, CT 06084	A-7	Rooftop	224.4	Yes
The Monarch	149 Derby Ave, New Haven, CT 06511	A-8	Rooftop	117.7	No
Federation Square	2 Starkel Rd, West Hartford, CT 06117	A-9	Rooftop & Carports	310.2	No
			14	2,041	

* System size of conceptual design provided in Exhibit A

** Secondary pricing requested with Federal Compliance Requirements in Section VI.K and Exhibit G

B. System Sizing & Site Information

The Green Bank commissioned an evaluation of each AMFH Site in order to determine the system size and production, identify the location of the proposed Systems, and locate the existing electrical equipment. **Table 1** above identifies the Site name, Site address, project type, anticipated System size, and the exhibit reference.

An exhibit has been made for each site, **Exhibit A**, that shows the overall facility layout and conceptual design, the electrical service location(s), the utility meter location(s), metering configuration (e.g., master meter, tenant meters, or a combination of both), existing electrical equipment and utility transformer information, and any site-specific special conditions. The exhibits also include photos of electrical service entrance, equipment, and meters.

The conceptual designs identify and maximize the areas suitable for a PV System. Proposers' layouts are not required to match the conceptual designs nor the exact System size(s) as demonstrated in the Exhibits. The intent of the conceptual design is to identify

usable areas. Unless noted otherwise, the Proposers' layouts may extend beyond the limits of the conceptual design footprint as long as consideration for existing conditions and code-required setbacks has been taken.

C. Means of Interconnection & RRES AMFH

The RRES AMFH Program requires a front-of-meter interconnection. The RRES program administrators have confirmed with the Green Bank that a Site may have one or multiple points of interconnection e.g. the number of new electrical services dedicated to the System(s).

For example, given the arrangement of buildings and the associated electrical services on a Site, it may be more cost-effective to design a Site with multiple Systems and multiple points of interconnection in order to reduce trenching. This is an alternative to proposing a single larger System spread across multiple buildings and interconnected to a single new electrical service where trenching will be required.

Proposers shall consider this when developing a Site layout, means of interconnection strategy, and the number of Systems as the Green Bank and project stakeholders will be looking for the most cost-effective approach.

D. RRES AFMH Utility Interconnection & Incentive Application

The Awardee is expected to be familiar with the RRES program's requirements, especially Appendix G: Multifamily Affordable Housing of the Program Manual.

Green Bank will be responsible for collecting all documentation from the site owner and tenants and providing it to the Awardee in a timely fashion for the RRES application, including the Additional Application Documentation and Additional Compliance Documentation Requirements (as described in the RRES Program Manual). All projects are expected to qualify for the RRES program as eligible "multi-family affordable housing" projects and receive the income-eligible adder in RRES.

The Awardee must work with the Green Bank to determine the following for the RRES Application:

- i) final System layout that is approved by the Site owner and,
- ii) the tariff benefit allocation and distribution.

The Awardee will be responsible for the RRES program incentive and interconnection application process with the utility company ("Utility"). This includes but is not limited to the development of electrical line diagrams and site plans, standard application fees, and meter fees.

The number of RRES incentive and utility applications per Site should correspond to the number of points of interconnection based on the final design.

The Awardee will be responsible for all communication and coordination with the Utility throughout the interconnection and incentive process, as necessary to secure contingent approvals for construction and incentive approvals, respectively.

E. Design and Permitting

The System design must adhere to Green Bank’s Approved Vendor List (**Exhibit B**) which identifies acceptable product manufacturers for major system components.

The Awardee shall develop a fully engineered system signed and sealed by a Connecticut-registered Professional Engineer (“PE”). The design must comply with all applicable regulations, codes, and requirements, including all building, electrical, and fire codes, zoning regulations, industry best practices, and Utility interconnection requirements.

The Awardee is responsible for acquiring all necessary permits and approvals from governing agencies and Authorities Having Jurisdiction (“AHJ”), and for the payment of applicable fees. It is the responsibility of the Proposers to understand all applicable codes, regulations and fees.

F. Electrical and Site Design

The electrical plans must identify the point(s) of interconnection, the method for creating new dedicated electrical service(s), and connecting the System(s). The location of all new equipment such as combiner panels, disconnect switches, meter(s), etc. must be included in the plans.

If any upgrades are required to existing equipment, the plans must show the new equipment specification, the proposed equipment location, means of interconnection, and any required demolition work.

G. Data Acquisition System

The data acquisition system (“DAS”) shall allow for remote performance monitoring of each System’s Real Power (“kW”) and Energy (“kWh”)

The DAS does not need to meet revenue grade metering requirements, as the Utility owned production meter will serve this function. Inverter level production data is acceptable.

The Green Bank’s preference is to have a single DAS per Site regardless of the number of Systems or points of interconnection at a Site. For sites with multiple points of interconnection the metering may rely on inverter level integrations via RS-485 or other engineering communication methods tied back to the DAS enclosure.

The DAS must be equipped for cellular communication. All associated equipment and startup costs for the cellular communication are the responsibility of the Awardee. The recurring payments for service will be paid by the Green Bank or system owner.

a. **DAS Platform & Weather Sensors:**

Platform: AlsoEnergy, PLCS-400-CM

DC Optimizers: If DC Optimizers are installed, the inverters shall also communicate to a fully mapped monitoring platform (e.g. SolarEdge’s inverter monitoring platform) that is capable of identifying the physical location of failed optimizers.

Sensors: Apogee SP-110-SS Pyranometer (Class C)

H. Utility Required Metering

All projects must have a Utility-owned production meter, with an approved bypass socket. Awardee(s) are responsible for ensuring that all meter equipment is installed consistent with Utility requirements and that Systems are wired in conformance with published RRES metering specifications and are installed in accordance with all state and local electrical codes and approved for use by the local electrical inspector. All projects must use approved Buy-All Sell- All (“BASA”) metering configurations provided in Appendix C of the RRES Program Manual.

I. Roof Mounted Systems

The Awardee is responsible for the installation and assembly of racking components, mechanical attachments, ballasting, and mounting of modules. The following requirements are specific to roof-mounted Systems:

a. Structural Analysis:

A Connecticut-registered and licensed structural PE must perform a structural analysis to quantify the roof’s available capacity to support the installation of the System, including any necessary pull tests or core sampling. The structural analysis shall be used to develop a fully engineered racking design for mounting the solar modules.

b. Squirrel Guards:

All flush-mounted Systems on sloped asphalt roofs less than or equal to two (2) stories tall are required to include squirrel guard equipment.

c. Roof Staging:

If the Awardee chooses to load and stage materials on the roof during construction, the Awardee must engage with a structural PE to produce a loading plan. Such a plan must identify acceptable locations for staging materials, the allowable weight and setback requirements between staging areas, roof edges, etc.

d. Protection:

For flat or low slope membrane roofs, slip sheets or a sacrificial layer of roof membrane must be installed under any and all points of contact with the existing roof and the solar equipment. This includes but is not limited to racking components, conduit support blocks, and inverters. The slip sheet must meet the specification of the roofing membrane i.e. manufacturer, membrane type, and thickness.

e. Overburden Waivers:

It is the responsibility of the Awardee to perform work in such a manner to ensure the roof warranty and/or the roofing contractor's workmanship warranty is not negatively impacted. In addition, the Awardee is responsible for securing an overburden waiver from the roofing manufacturer. This includes any required inspections, fees, documentation, and coordination with the roofing manufacturer and the roofing contractor.

f. Lightning Protection:

If an existing lightning protection system is in place where a System is to be installed, it is the Awardee's responsibility to bond the System components to the lightning protection system. This should be performed by a certified lightning protection system specialist, and testing should be conducted as necessary to maintain and/or update any applicable UL listings.

g. Ballast Blocks:

For flat or low slope roof racking systems where ballasting is used the ballast blocks must comply with either ASTM C1491 for roof pavers, and/or ASTM C1884 for concrete ballast block.

h. Rapid Shutdown Devices:

The Awardee shall provide and install rapid shutdown devices as necessary to deliver a code compliant System. Alternatively, and where possible UL3741 PV Hazard Control Solutions may be utilized to reduce the quantity of rapid shutdown devices.

J. Site Work Requirements

The following requirements are specific to System types that include site work modifications such as Carport and Ground-Mounted Systems.

a. Survey and ESA:

A civil site plan shall contain survey results, along with erosion control measures, site grading, clearing limits, module array layout, vegetative buffers, electrical equipment location, concrete pads, bollards, construction entrances, staging areas, and trench path. The Awardee is required to perform a Class D survey, and the Licensed Area (solar location) is done to ALTA survey standards. A Phase 1 ESA is also a requirement for each site.

b. Construction Entrance and Access Path:

The construction entrance shall consist of a permanent gravel access path from the nearest drive lane through the solar array gates to the location of the electrical equipment inside the fenced solar array. The end of the gravel access path shall be arranged so that a maintenance vehicle can turn around. The exact locations of this access path shall be reviewed and approved by the Green Bank and a site representative.

c. Geotechnical:

The design package shall include materials necessary to understand soil conditions on-site, including a Geotechnical Investigation Report signed and stamped by a PE. This information may include a pull-out test report as deemed necessary to develop a fully engineered racking system.

d. Underground Survey and CBYD:

As part of the design phase, the awarded Proposer is responsible for performing Call Before You Dig (“CBYD”) and conducting an underground survey to identify any and all existing utilities. The locations of such utilities shall be reflected in the design and must be considered when locating ground mount or carport foundations, trench routes, and any other Site work activities.

This must also be performed for rooftop Systems when trenching is required.

e. Fencing Specifications

All ground-mounted arrays and associated equipment must be enclosed by a galvanized chain link fence with a minimum height of six feet or at a height specified by the AHJ. The perimeter of the solar array and the fence must be spaced at least 12 feet apart. A double swing 10-foot-wide access gate with a drop bar locking device in a concrete footing must also be provided. A heavy-duty padlock with two keys must be furnished by the Contractor for each gate.

Galvanized chain link fence posts must be spaced not further than ten feet. Intermediate or line posts may be driven by mechanical means. Terminal, corner, pull, or brace posts must be set in twelve-inch diameter concrete footings. All terminal posts must be braced. Braces must be installed at 100-foot intervals to maintain tension. The top rail must pass through the line post loop cap and form a continuous brace end-to-end.

K. Ground-Mount Lower Edge Minimum

The racking system shall maintain a two-foot minimum distance to the ground from the lower edge of the modules.

L. Carport System – Design Standards

The following requirements are specific to the carport Systems.

a. Design

Carport designs should locate foundations to minimize reduction of parking spaces where possible.

b. Equipment Mounting:

Equipment such as inverters and disconnects within the carport area shall be mounted at heights to discourage and prevent tampering and vandalism.

Any electrical equipment mounted on the ground level within the parking area, such as combiner panelboards, switchgear, transformers, etc., shall be fenced.

c. Snow Rails:

A snow rail shall be provided and installed on the lower edge of the carport structure perimeter to mitigate snow and ice shedding from the carport. The Awardee shall provide the site representative with a maintenance plan that outlines when snow and/or ice removal is necessary and the proper procedures.

d. Coating:

The carports shall be standard galvanized steel, painting and/or powder coating is not a requirement.

e. Clearance Heights:

All carport structures have a minimum height clearance of ten (10) feet for all Sites.

A placard identifying the clearance height shall be adhered to at either end and in the center of each carport row.

f. Site Lighting:

Any existing Site lighting that will interfere with the proposed locations of the solar carport structures shall be demolished. This includes the removal of the fixture, post, lamps, above-ground portions of the concrete footings, conduit, and conductors. Existing underground conduits shall be abandoned in place or utilized for new under canopy lighting.

Existing site lighting fixtures, posts, and lamps shall be turned over to the Site representative. If the Site representative determines the existing fixtures are not needed, it is the Awardee's responsibility to properly dispose of the equipment.

The Awardee is responsible for providing and installing new under-canopy site lighting where necessary to replace demolished existing site lighting or where necessary to achieve code-required lumen levels for parking areas.

New under-canopy site lighting must be LED, rated for outdoor conditions, and connected to the Site's existing lighting control circuit. The proposed new under-canopy fixture must be approved by the Site representative prior to installation. A site lighting plan showing the lumen levels achieved within the parking area must be included in the Awardee's final design.

g. Construction and Phasing:

The Awardee shall develop a construction phasing plan that identifies staging areas, impacted parking areas, and the duration of time that each parking area will not be usable. This plan must be presented to the Site representative for review, and the Awardee shall coordinate with the Site representative to develop a temporary parking plan to account for these disruptions.

h. Site Repair:

The Awardee is responsible for returning the Site to its original conditions following the installation's completion. This includes but is not limited to, repairing any asphalt or concrete disturbed or excavated, reseeding, and restriping the parking areas.

M. Tree Removal

Proposers shall develop a solar layout that considers any existing trees that may impact production through shading. The array's footprint shall be designed to minimize the need for tree removal. However, if tree removal is necessary, the Proposer must identify the exact trees to be trimmed or removed in their bid package and include this cost in their submitted price.

The Awardee shall remove the tree(s) without damaging any surrounding utilities or structures. Remove all trunks, treetops, branches, and limbs from the Site and grind the remaining stump below the surrounding grade. Grinding debris shall be removed from the hole and cannot be used as fill. Holes where stumps have been ground out shall be backfilled and smoothed to the level of the adjoining grade with topsoil and seeded.

N. Construction

The Awardee shall supply all equipment, materials, and labor necessary to install turnkey Systems and the associated new dedicated electrical services. All work shall be performed by tradespeople holding adequate licensing.

a. Mobilization and Staging Areas

The Awardee is responsible for creating a staging plan, establishing a staging area, and coordinating material delivery and storage. A staging plan shall be reviewed with the Green Bank and Site Representatives prior to mobilization. Awardee must attend pre-construction meetings and site walk throughs.

b. Site Security

The Awardee will be responsible for maintaining the security of the Site throughout the duration of the contract, ensuring that all materials, equipment, and personnel are protected from theft, vandalism, and unauthorized access. The Awardee shall be liable for any losses or damages to materials, equipment, or completed work due to inadequate site security, including costs associated with replacing stolen or damaged items.

c. Site Cleanup

The Awardee is responsible for maintaining a clean and tidy Site. A dumpster shall remain on Site during the duration of the project and emptied as reasonably necessary. Upon completion of the Project, the dumpster and all other remnants of construction shall be removed from the Site. At the end of each workday, the Site must be left clean, tidy, and secure. Materials shall be stored in such a manner that they are protected from damage.

The roof shall be cleaned of debris at the end of each workday. Special attention should be paid to removing items such as screws, nails, and other hardware which could damage the roof material.

d. Health and Safety Plan

The Awardee shall have in place a site-specific health and safety plan, subject to the Green Bank's reasonable review and approval, prior to the start of construction. Such a plan shall include all necessary emergency contact numbers as well as the location of the closest hospital. Comply with OSHA requirements and recommendations, including but not limited to, non-roof penetrating visible safety barriers, fall protection, non-penetrating fall protection tie-off, hard hats, safety vests, eye protection, and other PPE.

e. Site Work & Mechanical Installation

The Awardee shall establish limits of disturbance and necessary erosion control prior to commencing work. Then, the Awardee shall stake out areas for clearing, trench path, and fence location. The Awardee shall review all staked-out areas with the applicable site representative prior to commencing work.

The Awardee shall perform all necessary site work, such as erosion control, site clearing, tree removal, grading, trenching, concrete pad work, and fence installation. At the end of the project, the Awardee shall remove all debris from the Site, and any disturbed areas shall be graded and reseeded.

The Awardee is responsible for installing racking posts and foundations, ballasting and assembling racking components, and mounting modules.

f. Electrical Installation

The Awardee shall furnish a complete and operational electrical installation. This includes mounting and wiring equipment such as modules, inverters, combiner boxes, panelboards, disconnect switches, and meters. Prior to starting work, the site representative and the Awardee shall review the location of any equipment to be mounted in or on the building exterior.

g. Facility Shutdowns for Interconnection

The Awardee will have the opportunity to visit each Site in order to prepare a shutdown and interconnection plan and schedule. The final interconnection of the Systems into the new dedicated electrical service must be coordinated with and approved by the Site representative prior to the commencement of any work.

All efforts should be made to minimize the impact on the Site's operation. This includes having all materials necessary to perform the interconnection on-site prior to starting the shutdown procedure. Shutdowns may be required outside of normal business hours.

Several of the Sites have on-site backup generators that can provide power to select loads within the Site. Where possible, the interconnection approach should allow these generators to operate during the shutdown.

O. Commissioning

The Awardee is responsible for the commissioning of the System to confirm the installation is in accordance with construction documents and compliant with all applicable building codes. Performance testing of the System shall be done to validate that generation is consistent with expected production. The performance testing procedures and commissioning protocols are included in **Exhibit D: Standard Commissioning form**. This commissioning form must be completed as part of the close-out process and submitted to the Green Bank as part of the final commissioning report for each System.

Upon completion of commissioning the awarded Proposer shall hand over a commissioning report that includes the following items:

1. Testing results
2. As-Built PDFs
3. Product data sheets
4. Access to the DAS
5. Product manuals
6. Product warranties
7. Utility Documentation
 - a. Interconnection Agreement
 - b. Approval to Energize
 - c. Incentive (RRES) Close-out

P. Approval to Energize & RRES Incentive

The Awardee is responsible for all activities associated with securing the Approval to Energize and a fully executed interconnection agreement from the Utility. This includes but is not limited to inverter programming, witness testing, meter installation, Utility coordination, and any associated fees.

The Awardee is responsible for completing the RRES incentive registration and close-out with the Utility in coordination with the Green Bank.

R. Key EPC Provisions to Note

The Awardee will be expected to execute an EPC Agreement substantially in the form of the model agreement provided in **Exhibit C**. All Proposers are expected to review the EPC Agreement and familiarize themselves with all requirements and documents prior to submitting their proposal.

Proposers shall certify using Exhibit F that they have reviewed the documents posted as part of this RFP and agree to accept all the requirements and obligations noted therein, including the EPC Agreement. Should the Proposer request any changes to the EPC Agreement, a redline of the agreement with such changes must be provided in the RFP submission.

Should the Proposer note any discrepancies, require clarifications or wish to request interpretations of any kind, the proposers shall submit a written request to RFP@ctgreenbank.com. Green Bank shall respond to such written requests in kind and may, if it so determines, disseminate such written responses to other prospective proposers. The requirements outlined in this section are not a full list of requirements of the EPC Agreement, but include the following excerpts from sections in **Exhibit C**:

- A. **Liquidated Damages**
Selected Contractor shall agree to the liquidated damages outlined in section 6.4 of Exhibit C.
- B. **System Performance Guarantee**
The selected contract shall provide a system performance guarantee as outlined in Schedule 20 of Exhibit C.
- C. **Workmanship Warranty**
Selected contractor shall respond to all claims as outlined in section 17.1 of Exhibit C.
- D. **Holdback**
The parties acknowledge and agree to a Holdback Amount as outlined in section 13.5 of Exhibit C.
- E. **Milestone Disbursements**
Selected contractor shall submit payment applications for the Services and Work performed consisted with the intervals for performance set forth in Schedule #6. Each payment application shall include all of the items listed in Schedule #8 of Exhibit C.

VI. PROPOSAL REQUIREMENTS

Each Proposer shall carefully examine the RFP and any and all amendments, exhibits, revisions, and other data and materials provided with respect to this RFP process.

Any proposal should include the following elements:

A. Minimum Qualifications

- Been responsible for the coordination, construction and installation of at least three (3) commercial scale PV systems within the last 18 months, each with a capacity greater than or equal to 50 kW (STC) and with a history of satisfactory functioning and performance
 - Can be substituted for (20) twenty solar PV systems in the last 18 months with a capacity greater than or equal to 6 kW (STC)
- Contractors should demonstrate their business has sufficient financial resources to be able to meet the cash flow requirements of the Green Bank Commercial Solar PPA and Solar Roof Lease.

- Be in good standing with Green Bank and any applicable capital provider partners.
- Provide a copy of an E-1 Electrician License for at least one permanent employee or subcontractor.

B. Proposer Qualifications

The Proposer shall include the following:

Corporate:

- Company overview and relevant experience, which shall include at a minimum the following: (A) number of years in business, (B) the number of employees, (C) the office locations, (D) and an outline of operational assets showing project locations and system sizes.

Team:

- Highlight key personnel and subcontractors who will be assigned to this project.
- Describe their respective experiences and skills with the development, engineering and installation of similar projects.
- Highlight the relevant licenses and certifications held by these key personnel.

Project Experience:

- Provide experience being responsible for the coordination, construction and installation of residential or commercial scale PV systems
- Provide track record of actual annual generation relative to projected generation within the Proposer's operational assets (if applicable).
- Outline approach Proposer takes to ensure the installed Systems meet the projected generation values.
- Highlight any experience developing projects that participate in the RRES program

C. Project Scope and Schedule

Include a general scope of the work the Proposer intends to provide upon selection and execution of an EPC agreement, which shall include, but may not be limited to, the scope of services (Article IV) of this RFP. The Proposer's scope narrative shall outline all major tasks and milestones necessary to design, permit, secure incentives and interconnection from the utility company, mobilize, construct and commission the project.

Proposals should include a complete project schedule indicating major project milestones and durations, such as engineering, permitting, construction, and call out any noteworthy project steps where applicable.

Schedules should be based on **March 1, 2025** as the EPC Agreement execution date. **The total numbers of days included in Proposers' schedule will be carried into the EPC Agreement.** Any change order requests extending the days in the project schedule should only be based on changes in the project scope or delays outside of the Awardees' control.

D. System Design, Interconnection and Site Plan

Proposals shall provide a design layout for each System that includes component specifications e.g. make, model, wattage and quantity of inverters and modules, the racking product and associated tilt and azimuth, system size kW-AC and kW-DC, the DC:AC ratio, the location and length of proposed trenching, and permanent gravel access roads, specify the proposed metering strategy for the site, number and location of points of interconnection e.g. new dedicated electrical services.

Site Plan Requirements

- a. PV Layout
- b. Location of new equipment (e.g. disconnects, meters, inverters)
- c. Trench pathways, length in feet, and associated site work limits of disturbance
- d. Indicate any proposed tree(s) to be removed
- e. Electrical tie-in method and any additional equipment required
- f. Number of Systems and Interconnection Approach
- g. Access paths for ground mounts
- h. Fencing and gates

E. Product Specifications and Warranties

Proposals shall provide specified equipment manufacturer data sheets and warranties. All solar modules, racking systems, inverters, DAS and other equipment shall be new with acceptable warranties that meet industry standards for Tier 1 equipment, are listed on the Approved Vendor List in **Exhibit B**, and are UL Listed.

The proposed equipment must be included in the Exhibit Proposal Form in **Exhibit E** and must be completed and returned with any proposals.

F. DC:AC Ratio Requirement

The DC:AC ratio of any proposed System shall not exceed 1.5.

G. System Production

Proposals shall include a production report for each System using an approved modeling software, standard weather files, seasonal soiling losses, equipment specifications, shade losses and site-specific AC losses.

a. Approved Production Modeling Software

- a. Helioscope
- b. PVSyst

b. Weather Files

- a. Helioscope: TMY3 weather dataset from the nearest rank (I) source.
- b. PVSyst: Meteonorm 8.1 or 8.2

c. Soiling Losses

Use the monthly soiling values from the table below:

Month	Soiling Loss (%)	
	Rooftop / Carport	Ground-mounted
January	12	10
February	15	12
March	8	8
April	3	3
May	3	1
June	3	1
July	3	1
August	3	1
September	3	1
October	3	1
November	3	1
December	10	7

d. **AC Losses**

AC Losses should be site specific and consider conductor lengths, transformers, etc.

e. **Capacity Factors**

Project size, production estimate, and the calculated capacity factor will be reviewed and analyzed. The Green Bank may request supporting documentation from Proposer where the submitted capacity factors are outside of anticipated ranges. Such additional documentation may include but is not limited to historical production data of equivalent operational assets achieving similar capacity factors.

f. **Disqualifying Factors**

Failure to following the guidelines laid out in this section may lead to a request for bid submission revision or bid disqualification.

H. Pricing

Proposed submission pricing must be submitted in the format of **Exhibit E**. For tenant-metered properties, Green Bank is asking Proposers to submit two pricing scenarios: with Federal Compliance Requirements and without these requirements. These projects are indicated in Table 1 and in the Exhibit E. Additional information on **Federal Compliance Requirements is in Section VI.K** and Exhibit G. Pricing instructions are noted in Exhibit E – Specs and Pricing.

The Proposer’s “Total System Cost/Bid Price”, subject to any adjustments, in accordance with the EPC Agreement, shall cover all the Proposer’s obligations and any express of implied work which is necessary to satisfy the scope of services (Article IV) of this RFP, the EPC Agreement, Federal Compliance Requirements (if applicable) and all works which are necessary for the completion and operation of the Systems.

I. Spare Components

Proposers are required to provide the lesser of either five percent (5%) of the total module quantity at a Site or one (1) pallet of spare modules per Site. Spare modules shall be delivered to a location specified by the Green Bank at the time of project completion. This should be reflected in the submitted pricing.

J. Evaluation Criteria

Proposals will be scored on the criteria outlined in Table 3.

Table 3: Evaluation Criteria

Evaluation Criteria Breakdown	Points
Completeness of Response to RFP(Pass/Fail)	
ALL required schedules, forms and informational items have been submitted. (Fail: if Proposer RFP submission does not meet document submission requirements)	Pass/Fail
A. Proposer Qualifications & Experience	20 Points
1. Financial stability and ability to execute (full financial statement package, 0 if not provided, 4 if provided, 5-9 depending on strength)	0-9
2. Team (organizational) qualifications and strengths (details of the project team, subcontractor references; 0 if not provided or not detailed)	0-5
3. Strength and relevance of references & experience (relevance to the RFP projects, 0 if not provided or not relevant)	0-5
4. Disadvantaged Business Enterprise (DBE) (Company certifies they meet the definition of DBE in Section VI.K; 0 if not)	0-1
B. Technical Proposal	20 Points
1. Completeness and quality of technical documents (adherence to components (exhibit B) and specifications referenced in the RFP; 0 if there is deviation)	0-5
2. Conceptual design/site plan (Adherence to RRES specifications for AFMH; 0 if inadequate or incorrect, 1-10 depending on strength of design)	0-10
3. Production modeling (utilizing industry-standard design software and RFP-provided production assumption modeling standards per section VI.G ; 0 if insufficient or inadequate, 1-5 depending on adherence)	0-5
C. Project Costs	40 Points
1. EPC bid completeness and details (\$/Wdc, \$/kWh and project assumptions/contingencies)	0-35
2. Site Visits attended (5 if all sites visited, 0 if not)	0-5
D. Implementation Plan and Schedule	10 Points
1. Project plan and schedule (realistic durations, knowledge of solar project timelines and requirements; 0 if not provided, 1-10 depending on detail of project steps and realistic timing)	0-10
E. Contract Terms & Conditions	10 Points
1. Conformance with RFP specifications, unique contracting requirements, and Contract Agreement (EPC Contract, Exhibit E) (Provided signed Exhibit F; 0 if not provided, 1-10 depending on amount of exceptions)	0-10
TOTAL	100 Points

K. Federal Compliance Requirements

Green Bank intends to use federal funds to support financing for the Projects. **Proposers are strongly encouraged to submit secondary pricing/designs to comply with any applicable rules and regulations, including, but not limited to those set forth below and elaborated in Exhibit G (as may be modified or updated by Green Bank from time to time, the “Federal Compliance Requirements”).** Green Bank is asking Proposers to submit two pricing scenarios: with Federal Requirements and without. Please note instructions in **Exhibit E** to complete tab G.1 with Federal Requirements and G.2 without. **Please note Secondary bids are not required to use equipment on the Approved Vendor List in Exhibit B.**

Davis-Bacon and Related Acts. The Davis-Bacon and Related Acts (DBRA) requires contractors and their subcontractors pay their laborers and mechanics employed under the contract no less than the locally prevailing wages and fringe benefits for corresponding work on similar projects in the area. Contracts in excess of \$100,000 that involve the employment of mechanics or laborers require contractors and subcontractors to comply with the overtime provisions of the Contract Wage Hours and Safety Standards Act (CWHSSA) at 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations in [29 CFR Part 5](#) and [2 CFR 200 Appendix II\(E\)](#). Additional information on DBRA requirements, including general wage determination information for bidders to use for projects where secondary pricing is requested is set forth in **Exhibit G**. Green Bank requests that Proposers provide pricing assuming DBRA is required and Proposer can demonstrate compliance with DBRA as provided in Schedule #22 of the EPC Agreement (Exhibit C).

Build America, Buy America Act (BABAA). The Build America, Buy America Act requires public infrastructure projects to use iron, steel and manufactured products produced in the U.S., and all construction materials to be manufactured in the U.S. Additional information on BABAA requirements is set forth in **Exhibit G**.

Disadvantaged Business Enterprises. The Green Bank encourages the participation of businesses owned by Minorities, Females and Persons with Disabilities in the implementation and execution of all projects, either on a direct basis or through subcontracting efforts. Accordingly, the Green Bank requests that Proposers indicate whether their company is either (1) considered a Disadvantaged Business Enterprise (DBE)² as defined by the U.S. Environmental Protection Agency (EPA), (2) is certified as a Minority Business Enterprise by the DAS’s Supplier Diversity Program,³ and/or (3) is certified as a Woman-Owned Small Business (WOSB) by the U.S. Small Business

² EPA’s DBE program definition includes, but is not limited to, Asian Americans, Black Americans, Hispanic Americans, Native Americans, Disabled Americans, and Women. For more information, see EPA’s Frequently Asked Questions for DBEs, <https://www.epa.gov/grants/frequently-asked-questions-disadvantaged-business-enterprises>.

³ For more information on DAS’s Supplier Diversity Program, see, https://portal.ct.gov/das/procurement/supplier-diversity/sbe-mbe-program-certification-application-small-or-minority-business-enterprise?language=en_US.

Administration (SBA).⁴ Additional information on EPA’s six good faith efforts for contractors procuring construction, equipment, services and supplies under an EPA financial assistance agreement are outlined in Exhibit G.

L. Insurance

The selected Contractor shall at all times during the performance of the Work and the duration of this Agreement maintain insurance from an insurance company reasonably satisfactory to the Green Bank or system owner as follows and as outlined in greater detail in section 21.1 of Exhibit C: (a) commercial general liability (“CGL”) coverage of not less than One Million Dollars (\$1,000,000) (per occurrence)/Two Million Dollars (\$2,000,000) (aggregate); (b) automobile liability of not less than One Million Dollars (\$1,000,000); (c) worker’s compensation of not less than the greater of (i) One Million Dollars (\$1,000,000) per accident/disease, and (ii) statutory requirements; (d) umbrella liability of Five Million Dollars (\$5,000,000); (e) professional liability of not less than One Million Dollars (\$1,000,000) (per occurrence)/One Million Dollars (\$1,000,000) (aggregate), and, if subcontracting to an external Professional Engineer, such Subcontractor shall also maintain professional liability of not less than One Million Dollars (\$1,000,000) (per occurrence)/One Million Dollars (\$1,000,000) (aggregate) with the Green Bank or system owner as an additional insured; and (f) property insurance in the form of an installation floater insuring property to be installed while in transit, at off-site storage, and onsite awaiting installation and after installation until job completion (together (a) through (f) is defined as “Insurance”). The required EPC Contractor Insurance must cover all actions or activities of any subcontractor(s) for any work or services performed by any subcontractor(s) or any subcontractor(s) must purchase policies satisfactory to Green Bank or system owner and provide evidence of said policies.

M. References

Listing of three (3) clients for reference use for whom Contractor has performed similar services as those contemplated by this RFP. Include the name and telephone number(s) of the contact person at each reference.

N. Background Checks & Security Clearance

All personnel of the Awardee, and their subcontractor, may be subject to a background check at the expense of the Proposer.

O. Statement on Proposers Financial Strength

Submit the most recent two years’ financial statements, including income/operating statement, disclosures of any litigation matters, statement of cash flows, and balance sheet. Preference is for Proposer to provide three years of audited financial statements and/or last 3 years tax returns. Green Bank Approved Contractors do not need to submit this information. Please indicate which product you are approved for and certify you are in good standing as part of your submission.

⁴ For more information on SBA’s WOSB Program, see, <https://www.sba.gov/federal-contracting/contracting-assistance-programs/women-owned-small-business-federal-contract-program#id-program-eligibility-requirements>.

P. Pending Litigation

Description of any litigation, pending judgments, etc., which could affect the proposer's ability to enter into an agreement with Green Bank. A description of the circumstances involved in any defaults by the proposer. If you have been subjected to any outside audits in the past three years, state by whom the audit was performed, for whom, the facility involved, and the results of the audit.

VI. PROPOSAL PROCESS

A. Timeline

RFP Posting	December 2, 2024
Site Visit	December 9 th and 10 th , 2024
Federal Compliance Informational Webinar	December 13, 2024 at 12:30pm EST
Proposer Questions Due	December 17, 2024 by 4pm
Submissions Due	January 13, 2025 by 4pm

B. Submittal Process

If Contractor is interested in submitting a proposal, the following requirements should be observed:

- a. Proposals must be received no later than 4pm on Monday January 13, 2025. Proposals received after the aforementioned date and time may not be considered in Green Bank's sole discretion.
- b. Proposals shall be submitted electronically to RFP@ctgreenbank.com. The subject line should be: "Proposal for Solar EPC Services at AMFH sites Round 1".
- c. Contractors may be required to interview with Green Bank staff if deemed necessary.

C. Site Visit

Site visits are scheduled for all sites on Monday December 9th and Tuesday December 10th according to the table below. **REGISTRATION IS REQUIRED TO ATTEND THE SITE VISITS.**

Proposers can register at the linked [Site Visit Registration form](#) and on the RFP webpage. Proposers are strongly encouraged to attend site visits.

Site Visit Schedule

Monday, December 9	
Time + Site	Address
9am -10am Foote Commons	366 W Main St, Cheshire, CT
10am -11am Beachport Senior Housing	50 Rumberg Rd, Cheshire, CT
TRAVEL TIME – 30 minutes	
11:30am – 12:30pm Mount Carmel Village	33 Woodruff St, Hamden, CT
12:30pm – 1:30pm Congregate	33 Woodruff St, Hamden, CT
TRAVEL TIME – 15 minutes	
1:45pm – 2:45pm Hamden Village	46-80 Clifford St - 102- 206 Treadwell St, Hamden, CT

Tuesday, December 10	
Time + Site	Address
9am – 10am Federation Square	2 Starkel Rd, West Hartford, CT
TRAVEL TIME – 30 minutes	
10:30am – 11:30am Parker Place	100 Old Post Rd, Tolland, CT
TRAVEL TIME – 30 minutes	
12:00pm – 1:00pm Juniper Hill Village	1 Silo Cir, Storrs, CT

D. Federal Compliance Webinar

The Green Bank is offering an informational webinar to provide an overview of the Federal Compliance Requirements on December 13, 2024 at 12:30pm EST. To register please email RFP@ctgreenbank.com

E. Q&A Period

Any questions must be submitted no later than 4pm on December 17, 2024 to RFP@ctgreenbank.com. Answers will be distributed to all proposers.

VII. GENERAL TERMS AND CONDITIONS

If Contractor elects to respond to this RFP, submission of your proposal assumes the acceptance of the following understandings:

- A. Green Bank reserves the right to reject any or all of the proposals received in response to the RFP, to waive irregularities or to cancel or modify the RFP in any way, and at any Green Bank chooses, in its sole discretion, if Green Bank determines that it is in the interest of Green Bank.
- B. Green Bank further reserves the right to make awards under this RFP without discussion of the proposals received. Proposals should be submitted on the most favorable terms from a technical, qualifications, and price standpoint. Green Bank reserves the right not to accept the lowest priced proposal.

- C. Proposals must be signed by an authorized officer of the Contractor. Proposals must also provide name, title, address and telephone number for individuals with authority to negotiate and contractually bind Contractor, and for those who may be contacted for the purpose of clarifying or supporting the information provided in the proposal.
- D. Green Bank will not be responsible for any expenses incurred by any proposer in conjunction with the preparation or presentation of any proposal with respect to this RFP.
- E. Green Bank's selection of a Contractor through this RFP is not an offer and Green Bank reserves the right to continue negotiations with the selected Contractor until the parties reach a mutual agreement.
- F. Contractor will execute a Solar EPC Agreement as set forth in the attached **Exhibit C**. If the Contractor does not agree with any of the specific terms set forth in the Solar EPC Agreement, the Contractor must set forth such terms and rationale in your response to this RFP.
- G. Green Bank is a "public agency" for purposes of the Connecticut Freedom of Information Act ("FOIA"). Information received by Green Bank in response to this RFP will be considered public records and will be subject to disclosure under the FOIA, except for information falling within one of the exemptions in Conn. Gen. Stat. Sections § 1-210(b) and § 16-245n(d).

Only the particular information falling within one of these exemptions can be withheld by Green Bank pursuant to an FOIA request, Contractor should specifically and in writing identify to Green Bank the information that Contractor claims to be exempt. Contractor should further provide a statement stating the basis for each claim of exemption. It will not be sufficient to state generally that the information is proprietary or confidential in nature and not, therefore, subject to release to third parties. A convincing explanation and rationale sufficient to justify each exemption consistent with General Statutes §1-210(b) and § 16-245n(d) must be provided.

Contractor acknowledges that (1) Green Bank has no obligation to notify Contractor of any FOIA request it receives, (2) Green Bank may disclose materials claimed by Contractor to be exempt if in its judgment such materials do not appear to fall within a statutory exemption, (3) Green Bank may in its discretion notify Contractor of FOIA requests and/or of complaints made to the Freedom of Information Commission concerning items for which an exemption has been claimed, but Green Bank has no obligation to initiate, prosecute, or defend any legal proceeding, or to seek to secure any protective order or other relief to prevent disclosure of any information pursuant to an FOIA request, (4) Contractor will have the burden of establishing the availability of any FOIA exemption in any such legal proceeding, and (5) in no event shall Green Bank or any of its officers, directors, or employees have any liability for the disclosure of documents or information in Green Bank's possession where Green Bank, or such officer, director, or employee, in good faith believes the disclosure to be required under the FOIA or other law.

H. Green Bank is subject to the requirements outlined in Sections 16-245n of the Connecticut General Statutes. GREEN BANK SHALL HAVE NO LIABILITY OR OBLIGATION OF ANY SORT HEREUNDER, INCLUDING, WITHOUT LIMITATION, IF FOR ANY REASON OR NO REASON A BINDING AGREEMENT IS NOT ENTERED INTO WITH ANY PROPOSER. IN MAKING ITS SELECTION OF A SUCCESSFUL AWARDEE, GREEN BANK MAY CONSIDER ANY AND ALL FACTORS AND CONSIDERATIONS WHICH GREEN BANK, IN ITS SOLE DISCRETION, DEEMS RELEVANT, THE RELATIVE IMPORTANCE OF WHICH SHALL BE IN THE SOLE DISCRETION OF GREEN BANK.

EXHIBIT A

MAPS & SITE INFORMATION

EXHIBIT B

APPROVED VENDOR LIST

EXHIBIT C

EPC AGREEMENT TEMPLATE

EXHIBIT D

GREEN BANK STANDARD COMMISSIONING FORM

EXHIBIT E

SPECS AND PRICING

EXHIBIT F

BID CERTIFICATION FORM

EXHIBIT G

FEDERAL COMPLIANCE REQUIREMENTS