



Request for Proposal 2020

Grid Tie Solar System

**Primero RE-2 School
20200 State Highway 12
Weston, Colorado 81091
719 868 2715**

Grid Tie Solar REQUEST FOR PROPOSAL

I. PURPOSE OF REQUEST

Primero School District is requesting statements of qualifications from Solar Energy Providers to provide the District with a Grid Tie Solar System to Primero PK-12 school. A general description of the scope of work is provided below.

II. DESCRIPTION

Primero School

Primero School is located on a 10 acre site along State Highway 12, approximately 27 miles west of Trinidad (37.127784, -104.793169). The 60,200 SF facility has an enrollment of approximately 200 students. Scope of work will include installation of any hardware required for a Grid Tie Solar System, permitting, as well as cabling into the facility and final tie in to the distribution panels. We are requesting proposals for a roof mounted solar system to be installed on a standing seam roof structure. Roof penetrations are not preferred. The school is fed by a 3-phase AC service provider. Typical Consumptions: On peak kWh 24,000/Off Peak kWh 15,000. Detailed O&M and adequate training for end users must be provided.

III. SCHEDULE

1. To be completed before 2/1/21.

IV. INSTRUCTIONS TO Solar Energy Providers

All questions should be directed via email to:

Richard Garrison

Mailing Address: 20200 Hwy 12 Weston, CO 81091

E-mail: it.dept@primeroschool.com

Interested respondents are asked to contact the District Representative only by email regarding this RFP.

The District intends to notify the selected Solar Energy Provider of their decision and award based upon conformity to the criteria. All other applicants will receive notification of the selection via email after the selected applicant is notified.

The District reserves the right to accept or reject any or all submittals, and select the Solar Energy Provider that is deemed to be in the District's best interest.

Shortlisted Solar Energy Providers will be identified from the responses to the RFP. The follow-up information request from the District will depend on information submitted by the shortlisted Solar Energy Provider.

Emailed Proposals must be submitted by 11:00 AM on 9/14/20.

Proposals sent through the Mail must arrive by 9/13/20.

V. RFP APPLICANT QUALIFICATIONS AND STATEMENTS

1. Service providers must provide a Data and spec sheets for equipment to be installed.
2. Service providers must have applicable Licenses and qualifications to install the equipment as well as tie into the existing AC service provider.
3. Equipment must be installed per state and local codes.

VII. RFP SUBMITTAL EVALUATION CRITERIA

RFP submittals will be evaluated according to the following criteria and points.

Criteria / Points

1. District Cost / 30
2. Type of service / 10
3. Equipment Efficiency / 20
4. Equipment Expandability / 20
5. Warranty and Service / 20

Total points possible 100

VIII. OTHER REQUIREMENTS

1. The entity filing the RFP must ensure that the competitive bidding process is open and fair: All bidders must be treated the same.
2. No bidder can have advance knowledge of the project information.
3. There are no secrets in the process - such as information shared with one bidder but not with others - and that all bidders know what is required of them.
4. With limited exceptions, Solar Energy Providers and potential Solar Energy Providers cannot give gifts to applicants.
5. In addition, the value of free services (e.g., price reductions, promotional offers, free products) must generally be deducted from the pre-discount cost of funding requests.

Questions and Communication:

All questions must be submitted in writing to Richard Garrison at it.dept@primeroschool.com .

The deadline for submitting questions is 9/10/20.

All responses as well as the selected Solar Energy Provider will be available to view on our website: www.primeroschool.org

Thank you for your time and effort in responding to this RFP