**EXHIBITS A, B, and C.**

**Solar Chippewa Valley**

**Group Buy Program**

**Summer 2016 – Fall 2016**

**Installation of Residential or Business Solar Electric Systems**

**Date of Issue:** July 21, 2016

**Proposal Date Due:** August 12, 2016 at 2pm CST

**Issued By:** Midwest Renewable Energy Association

**RFP Point of Contact:** Peter Murphy, Market Development Coordinator

Midwest Renewable Energy Association

3628 W Pierce St. Milwaukee, WI 53215

[peterm@midwestrenew.org](mailto:peterm@midwestrenew.org)

**EXHIBIT A**: **Scope of Work**

The selected firm will provide for design and installation of home and small business solar electric systems for a group of Chippewa Valley area residents in accordance with the general scope of services outlined below. Proposers may use this outline as a guide for organizing a scope of work for their proposal, but are encouraged to expand upon, refine or suggest alternative approaches based on previous experiences with similar projects.

The purpose of this project is to enable the installation of solar photovoltaic systems on homes and small businesses in the Chippewa Valley at a per-watt price lower than that typically offered by the firm. The selected firm will access cost efficiencies through a program which combines lowered customer acquisition costs with group purchasing and installations.

Between the months of August and October 2016, program partners will promote and deliver educational workshops at easily accessible public locations. As prospective participants are identified who wish to proceed with the process, their names and contact information will be provided to the selected firm. If more than one firm is selected, MREA and the Advisory Committee will refer homeowners to the firms in an equitable manner determined at the time of firm selection.

The selected firm must provide **weekly progress reports** to the Advisory Committee regarding campaign progress and lead status. Progress reports should include the following:

* + Contact status
  + Date of scheduled/completed site assessment
  + Date of contract signing
  + Date of scheduled installation
  + Date of targeted completion
  + Type of system installed
  + Size of system installed
  + Price of system installed

The selected firm(s) will provide site assessments and system design proposals for each participant free of charge. Individual system designs should be aesthetically pleasing, taking into consideration the preferences of the owner while minimizing project costs and maximizing solar energy production. System proposals should also take into consideration each owner’s self-identified financial limitations including, if applicable, any owner-arranged financing with a bank, credit union or other financing entity.

The installations will be carried out by the selected firm in conformance with all applicable laws, codes, and interconnection requirements for net-metered installations in the resident or business utility service area.

For each participating home or small business, the selected firm will be responsible for:

* securing all required permits (typically building and electrical permits),
* completing and submitting all incentive applications,
* scheduling and passing all inspections,
* providing guidance and assistance to each contracted owner with completing a net-metering agreement with the resident or business utility service,
* providing each owner with the information, documentation, and signatures required to complete any appropriate Focus on Energy Incentive or Loan Program applications,
* providing each owner appropriate documentation and guidance for applying for the federal residential solar energy tax credit, and
* providing introductions and support materials to banks, credit unions, and other interested financing entities as needed.

**Note:** To ensure that participants in Solar Chippewa Valley are receiving complete and accurate proposals, the MREA reserves the right to review proposals given to potential customers as part of the Solar Chippewa Valley program.

**EXHIBIT B**

### **BIDDER QUALIFICATION STATEMENT**

**Bidder Qualification Statement:**

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, have read the entire contents of the RFP: Solar Chippewa Valley Group Buy Program, and certify that Bidder has necessary purchasing contacts, equipment, storage facilities, experience, ability and capital to furnish the proposed products in the manner described and to perform the required work satisfactorily.

Authorized Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title of Signatory: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I acknowledge that Bidder possesses the following certifications: (Check appropriate boxes to indicate compliance.)

□ Certification through NABCEP (required)

□ Primary place of business located within Wisconsin (not required, but preferred).

Authorized Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title of Signatory: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Bidder declares the following legal status in submitting this proposal:

( ) A corporation organized and existing under the laws of the State of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

( ) A partnership

( ) An individual doing business as \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Company Name FEIN

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address City/State/Zip Code

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Bidder's Signature Name & Title

**EXHIBIT C**

**Solar Chippewa Valley Group Buy PRICING FORM: 2016**

**B**aseline cost per watt price assumes:

* + 1. Cost for major system components (modules, inverter) – must be new. Solar electric modules and inverters must be listed here: [www.gosolarcalifornia.ca.gov/equipment/index](http://www.gosolarcalifornia.ca.gov/equipment/index).
    2. Standard racking and mounting hardware and wiring
    3. Flush mount systems
    4. Cost of complete site assessment/bid for each program enrollee
    5. $5,000 surety bond which will be paid to the MREA
    6. $0.10/watt fee (after program total exceeds 50 kW) which will be paid to the MREA for the purposes of improving access to solar in Chippewa Valley.
    7. Installation of net metered system
    8. The system must include at least a *five-year installation warranty* that covers any defects in the workmanship of the installation at no charge to the owner. The warranty must be provided by the contractor that installs the solar electric system.

What is NOT included in baseline price:

1. Costs related to analysis of any structural improvements that may be needed for a home
2. Electrical work that may be required beyond basic interconnection of solar installation (costs incurred by participant to bring electrical system up to code, for example)
3. Upgrades as requested by the program participant (see below)

**EXHIBIT C (cont’d)**

**Solar Chippewa Valley Group Buy PRICING FORM: 2016**

|  |  |
| --- | --- |
| Proposer Firm Name |  |
| Contact Name |  |
| Contact Email |  |
| Contact Phone |  |
| Date |  |

**BASELINE BID INFORMATION**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **PV System Equipment Information** | | | **Total Participant Capacity (KW)** | | | |
| **System** | **Modules** | **Inverter** | <50 KW | 51-100 KW | 101-150 KW | >150 KW |
| **EXAMPLE** | Solar World 275W | Solar Edge SE5000A & Opt. | $ | $ | $ | $ |
| 1 |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Additional Cost Factors (if any)** | **Increased Cost ($/watt)** | **Flat Rate Adders ($)** | **Description** |
| Batteries **(required)** |  |  |  |
| Roof Material |  |  |  |
| Roof Slope |  |  |  |
| Electrical |  |  |  |
| Access |  |  |  |
| Monitoring |  |  |  |
| Extended Warranty |  |  |  |
| Maintenance Contract |  |  |  |
| Microinverters |  |  |  |
| Other: |  |  |  |
| Other: |  |  |  |
| Other: |  |  |  |

(Proposing firm may add more rows if necessary.)