

SOLAR URBANA-CHAMPAIGN GROUP BUY PROGRAM

Installation of Residential and Small Non-Residential Solar Electric Systems

Urbana-Champaign Area

Summer 2023

DATE OF ISSUE:

June 7, 2023

PROPOSAL DUE DATE:

June 23, 2023 at 2:00pm CST

ISSUED BY:

Midwest Renewable Energy Association (MREA)

RFP POINT OF CONTACT:

Taylor Ball, Solar Program Manager Midwest Renewable Energy
Association 7558 Deer Rd. Custer, WI 54423
taylorb@midwestrenew.org

Questions can be submitted in writing (via email) to the RFP Point of Contact
above by 7/14/2023 at 2:00pm CST.

Questions and answers will be posted here: <https://www.growsolar.org/request-for-proposals-rfps/solar-uc-2023>

Proposals must be submitted online at: www.growsolar.org/submit-proposal

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PART 1: PURPOSE AND BACKGROUND

PURPOSE

The Midwest Renewable Energy Association (MREA) and the City of Urbana are seeking qualified firms to submit proposals for the design, procurement, and installation of new residential and commercial photovoltaic (PV) systems at a per-watt price lower than the prevailing single system market rate.

BACKGROUND

SOLAR GROUP BUY

The [Solar Group Buy](#) educates consumers and makes the installation of PV systems more accessible and affordable. The program is available to residents in Champaign, Piatt, and Vermilion Counties. Consumers are participating in a group purchase that reduces the overall cost of installation and includes additional benefits such as a competitive contractor selection process, advantageous pricing, rebate structure, and free information sessions.

The program is offered by MREA and the Cities of Urbana and Champaign, the Village of Savoy, Citizens Utility Board (CUB), Champaign County Sustainability Network (CCNet), University of Illinois Urbana-Champaign Facilities & Services (UIUC F&S) and Smart

Energy Design Assistance Center (SEDAC) with support from other local partners. The MREA will coordinate and deliver a minimum of 12 free, public Solar Power Hour information sessions and market them widely with email blasts, paid social media promotion, promotional partnerships, press releases, and more. Presentations will be a combination of webinars and in-person events.

THE MREA

The MREA is a regional nonprofit that promotes clean energy, energy efficiency, and sustainable living through education and demonstration. The organization leads the Midwest Grow Solar Partnership, which helps communities expand access to solar through technical assistance, solar group buy programs, and training for inspectors and installers.

Between 2013 and 2022, the MREA has facilitated more than 60 Solar Group Buy programs around the Midwest Region, reaching over 13,500 individuals with its Solar Power Hour information sessions. This outreach led to the installation of more than 20,000 kW on over 2,700 properties. Among those who attended MREA's information sessions, an average of 20% purchased a PV system. To date, the average system size is 7.3 kW.

ABOUT THIS RFP

The intent of this RFP is to select one proposal to provide system design and installation services for eligible participants in the group buy. Proposing firms may submit individually or collaborate with another firm on a joint proposal.

As a result of this solicitation, qualified solar installation contractors may enter into a Master Service Agreement (“Agreement”) with the MREA. The Agreement will set forth the terms and conditions under which a contractor will provide site assessments/estimates and design, procure, and install residential and commercial solar systems for group buy participants. **Installations shall be completed and operational before April 30, 2024, unless an extension is granted by the MREA.**

The MREA reserves the right to select a single or joint proposal. To make a selection, the MREA may negotiate with or solicit quotes from one or more solar installation firms applying under this RFP. Nothing in this solicitation process, RFP, or any contemplated or final agreement relieves any qualified vendor from complying with all laws and regulations applicable to the agreement.

In order to maintain the fairness and integrity of the selection process, proposals must conform to the requirements of this RFP. All communications shall be through the RFP Point of Contact listed on the page 1.

Communications with members of the evaluation committee for the purpose of unfairly influencing the outcome of this RFP may be cause for the proposal to be rejected and disqualified from further consideration.

TIMELINE:

RFP Announced	July 7, 2023
RFP Questions Due/Posted	July 14, 2023
RFP Proposals Due	July 21, 2023
Firm(s) Selected	July 28, 2023
Solar Power Hours	August – October 2023
Participant List Available to Contractor	Ongoing
Site Assessments Provided to Participants	August– October 2023
Participants Make “Go” or “No Go” Decision	August – November 30, 2023
Installations Begin	Upon first customer contract signature
Installations Complete	April 30, 2024 <i>unless extension is provided by the MREA</i>

ADVISORY COMMITTEE

The selection of the solar installation firm will be made by the Group Buy Advisory Committee, which is composed of representatives from the MREA, and the Cities of Urbana and Champaign, the Village of Savoy, Citizens Utility Board (CUB), Champaign County Sustainability Network (CCNet), University of Illinois Urbana-Champaign Facilities & Services (UIUC F&S) and Smart Energy Design Assistance Center (SEDAC and additional local partners.

The Advisory Committee is responsible for selecting one proposal for design, procurement, and installation of PV systems for participating residential and commercial property owners (herein "property owners"). During the evaluation process, the Advisory Committee has the right to require any clarification it needs in order to understand the Proposer's approach.

The Advisory Committee shall evaluate each proposal based on the categories outlined below. Proposal ranking will be the central factor in the Committee's evaluation to determine successful applicants and final award. All Proposers will be notified of the outcome of the selection.

CONDITIONS AND RESERVATIONS

The MREA and its partners are not obligated as a result of the submission of a Proposal to enter into an agreement with any Proposer and have no financial obligation to any Proposer arising from this RFP. All Contracts will be executed between the home or commercial building owners and the selected contractor. By attending Solar Power Hours, home and commercial building owners are not obligated to use the selected contractor for any services and may still choose to pursue solar with other contractors.

The Contract between the property owner and the selected firm will state that the MREA and the Cities of Urbana and Champaign, the Village of Savoy, Citizens Utility Board (CUB), Champaign County Sustainability Network (CCNet), University of Illinois Urbana-Champaign Facilities & Services (UIUC F&S) and Smart Energy Design Assistance Center (SEDAC and the Solar Group Buy Advisory Committee are not parties to the Contract, and that the selected solar installation firm will be solely liable for any claims, losses or damages arising out of the Contract. The solar installation firm will be expected to sign an Agreement with the MREA to confirm each organization's roles and responsibilities prior to work starting. The selected firm and the MREA shall retain and own participant and customer data resulting from the project. The selected firm and the MREA are prohibited from selling or sharing customer data without permission of the customers.

Furthermore, the MREA reserves all rights regarding this RFP, including, without limitation, the right to:

- Amend, delay, or cancel the RFP without liability if the team finds it is in the best interest of the project to do so. In the event it becomes necessary to amend any part of this RFP, notice will be provided in the same manner as notice of the original solicitation;
- Reject any or all Proposals received upon finding that it is in the best interest of the project to do so;
- Waive any minor informality or non-conformance with the provisions or procedures of the RFP, and seek clarification of any Proposal, if required;
- Reject any Proposal that fails substantially to comply with all prescribed RFP procedures and requirements;
- Negotiate and/or amend the Scope of Work to serve

SCOPE OF WORK

The selected firm will provide for design and installation of residential and commercial solar electric systems for a group of property owners in Champaign, Piatt, and Vermilion Counties in accordance with the general scope of services outlined below.

Installations provided by the firm may take the form of cash purchase and/or power purchase agreement. The firm may offer financing and purchasers may acquire separate financing. The inclusion of community solar subscription sales in the education, marketing, and sales of the project will be at the sole discretion of MREA. Firms should expect that any community solar subscriptions associated with the public sector partners in the project may be incorporated into the project.

The purpose of this project is to enable the installation of solar photovoltaic systems on homes and commercial buildings in the program territory 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 2023, program partners will promote and deliver educational workshops at easily accessible public locations and online. 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, the MREA and the Advisory Committee will refer prospective participants to the firms in an equitable manner

determined at the time of firm selection.

The selected firm must provide weekly, bi-weekly and/or monthly progress reports to the MREA and program team as they see fit regarding campaign progress and lead status. Progress reports should include the following:

- Name, address, phone, and email as available for each lead
- Date for status changes of each Lead and sum of all statuses
 - Contacted
 - Declined Site Assessment
 - Scheduled Site Assessment
 - Cost Estimate Sent
 - Contract Signed
 - Cost Estimate Declined
 - System Energized
 - Type of System
 - Size of System
 - Price of System
- Simple payback
- Estimated Year 1 kWh production

The selected firm(s) will provide site assessments and system design cost estimates 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 cost estimates 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. Because this program can generate a high volume of contracted capacity in a short period of time, it is expected that the selected firm(s) will perform installations on an on-going basis rather than waiting until the end of the program.

For each participating home or small business, the selected firm will be responsible for all aspects of the PV installation, including but not limited to:

- Securing all required permits (typically building and electrical permits)
- Completing and submitting all incentive applications
- Scheduling and passing all inspections
- Ensuring each contracted owner with completing an interconnection agreement with the resident or business utility service
- Providing each owner with information regarding energy efficiency
- Providing each owner appropriate documentation and guidance for applying for the federal residential

solar energy tax credit and where applicable federal commercial asset depreciation tax credit, providing introductions and support materials to banks, credit unions, and other interested financing entities as needed

NOTE: To ensure that participants are receiving complete and accurate site assessments and cost estimates, the MREA reserves the right to review site assessments and cost estimates given to potential customers as part of the program.

NOTE: Program may be extended to another round of group purchase at mutual consent of the MREA and selected Installer(s).

QUALIFICATIONS

Proposing firms are responsible for carefully reading all the terms and conditions contained in this RFP and for following the instructions given. Proposals that do not contain all the information requested may be rejected as non-responsive.

Required Qualifications

Proposing firms must meet the following minimum qualifications:

1. Must be, or contract with a company that has at least one employee that is a North American Board of Certified Energy Practitioners (NABCEP) Certified PV Installation Professional.
2. OR must be, or contract with a company that has at least one employee that is a Certified Distributed Generation Installer through the Illinois Commerce Commission
3. Must be, or contract with, electrical contractor(s) that has all applicable licensure requirements for the authorities having jurisdiction (AHJs).
4. Must show they carry insurance prior to final selection.
5. Respond to each section of this Request for Proposals and use the following outline as a guide for formatting Proposals.
6. Provide a volume-based pricing structure that incentivizes participation through lower prices as kW capacity rises.
7. Hold any subcontractors accountable for liability, communication (written and verbal) to key stakeholders, and closing documentation of the project.

DESIRED QUALIFICATIONS / 28 POINTS

Additional points will be awarded to firms that:

1. Have NABCEP credential-holders performing fieldwork. 1 point for each credential-holder in the field up to 3 points
2. Have at least one Master Electrician on staff. 1 point for each Master Electrician up to 3 points
3. Have at least 200 kW installed capacity of residential solar experience. Up to 3 points
4. Have a physical presence within 100 miles of the Urbana City Building at 400 S. Vine St. (i.e. an office and/or sales staff, not telecommuter or P.O. Box) Up to 3 points
5. Have a principal place of business located within Illinois. A company's principal place of business is the primary location where its business is performed. This is generally where the business's books and records are kept and is often where the head of the firm – or, upper management – is located. Up to 3 points
6. Have entry-level workforce development opportunities or employing graduates or current or former participants in the Clean Jobs Workforce Network Program, Clean Energy Contractor Incubator Program, Illinois Climate Works Pre-Apprenticeship Program, Returning Residents Clean Jobs Training Program, or the Clean Energy Primes Contractor Accelerator Program, and the solar training pipeline and multicultural jobs program created by FEJA. Up to 3 Points
7. Prioritize diversity and inclusiveness in business practices with regard to diversity on the basis of age, disability, ethnicity, gender, religion, sexual orientation, and/or criminal record; and/or specific initiatives to increase diversity and inclusiveness in the workplace. Up to 3 points
8. Are, or contract with, a Minority/Women-owned Business Enterprise(s) (MWBE). MWBEs are businesses that are at least 51% owned, operated, and controlled on a daily basis by women and/or one or more (in combination) of the following identifications: African American, Asian American or Pacific Islander, Latino or Hispanic American, Native American including Aleuts. Up to 3 points
9. Are, or contract with a company that specializes in weatherization assessments and/or services. Up to 3 points.
10. Are an approved Solar for All vendor. Up to 1 point.

PART 2:

PROPOSAL CONTENT

PROPOSAL FORMAT

Create project proposals in an 8.5" x 11" document using a minimum 12-point font size. Proposals should be submitted as one PDF file, or, if multiple files are required, one ZIP file containing the proposal folder and files. Proposals are encouraged not to exceed 25 pages, including cover page, cover letter and any appendices and/or attachments. The sample site assessment/cost estimate and sample contract do not count toward your page count.

PROPOSAL CHECKLIST:

- **1. Cover Letter**
- **2. Firm Profile**
- **3. Qualifications**
 - NABCEP certified staff member
 - Any Subcontractors listed
- **4. Business Practices**
 - Sample Site Assessment / Cost Estimate (not included in page count)
 - Sample Contract (not included in page count)
- **5. Work Quality**
- **6. Customer Service**
 - References
- **7. Point of Contact**
- **8. Appendix (Optional, and not included in page count)**
- **9. Exhibit A: Scope of Work**
- **10. Exhibit B: Qualification Statement**
- **11. Exhibit C: Pricing Schedule**

1. COVER LETTER

The cover letter will explain the highlights, key features and distinguishing points of the proposal. As part of this explanation, please describe specifically why you want to work with the MREA on the program. The cover

letter must be prepared and signed by a manager having the authority to make offers and enter into financial agreements on behalf of the firm(s).

IMPORTANT: Use the numbers and letters provided below to label the sections of your proposal.

2. FIRM PROFILE / 25 POINTS

- A. Detail the proposing firm size and local organizational structure. Describe the demonstrated experience of the firm in developing, designing, and installing residential solar electric systems. *Up to 5 points*
- B. Describe how your business-as-usual practices would apply on a community-wide scale. *Up to 5 points*
- C. Provide a statement describing the firm's capability to complete the project per the project timeline specified above. Include a discussion of the firm's financial stability, number of employees, length of time in business, capacity, and resources. Include any website or marketing support your firm plans to provide for this project. *Up to 5 points*
- D. Explain how the firm can expand quickly if necessary—and maintain quality—to meet the large demand that may occur due to this project. Present your plan to accommodate large demand within the timeline stated above. If possible, provide two examples of projects completed to date that have prepared the firm for an undertaking of this scale (potentially 15–100 installations). *Up to 5 points*

- E. Although installations may begin as soon as the first customer contract is signed, many systems will be contracted at the end of the program; please include an estimate of the greatest capacity your firm can accommodate after the deadline, i.e. how many approximately 7 kW systems can your company install between 10/03/2023 and 12/31/2023? Please describe your current build schedule and lead times. *Up to 5 points*

3. QUALIFICATIONS OF THE PROJECT TEAM / 10 POINTS

- A. Identify key personnel for this project including roles, experience, licenses and certificates, with corresponding numbers as appropriate. Key personnel should include at a minimum: Owners; Project Managers; Designers; Installers and Office Manager who will provide data to property owners per the specifications outlined in the Scope of Work (see Exhibit A). Include NABCEP or Distributed Generation Certification information here, as well as any Journeyman Electrician or other certified staff involved in this project. *Up to 5 points*
- B. Identify any subcontractors you plan to use, along with their value to the project, and provide background information on size, experience, management, licensing, and subcontracting agreement. *Up to 5 points – (Companies that do not use subcontractors will be awarded 5 points.)*

4. BUSINESS PRACTICES / 48 POINTS

- A. Lead management practices: Describe the process for in-office management of a large volume of leads, scheduling of site assessments and installations, and processing of relevant paperwork. *Up to 5 points*
- B. Provide a sample site assessment and cost estimate that is representative of what program participants will receive from the firm as the selected installer for the program. *Not included in page count. *Up to 5 points*

- C. Provide a sample customer contract tailored for use within this group buy program that includes a description of the firm's terms of payment, process, and timeline, from initial deposit to final payment. *Not included in page count. *Up to 5 points*
1. **NOTE:** Customer contract must require no more than 20% down payment upon contract signing, with further payments due after delivery of equipment.
 2. **NOTE:** Customer contract must require final payment after interconnection and final inspection have been completed.
 3. **NOTE:** Customer contract must also provide "production credit" in the event installation ends on or after 01/01/2024 according to production estimates given to the customer in the site assessment and cost estimate. (Systems installed before 01/01/2024 but interconnected after 01/01/2024 do not need production credit.) "Production credit" is defined as the calculation of the sun-hours from each month multiplied by the value of generation of a kWh in the customer's utility rate tariff, i.e. the value of solar power that would have been generated by a completed installation. This number should be consistent with any financial calculations produced by the installer on the customer's proposal.
 4. **NOTE:** All contracts will be executed between the home or commercial building owner and the selected contractor. The contract between the owner and the selected firm will state that the MREA, program partners, and the Advisory Committee are not parties to the contract, and that the selected contractor will be solely liable for any claims, losses or damages arising out of the contract.)
- D. Please describe any financing options your company provides (or partners with a lending institution to provide) to customers who intend to finance their solar array. *Up to 5 points*
- E. Change orders: Describe how the firm addresses change orders. Please provide an example of a recent change order and how it was priced, tracked, and managed. *Up to 5 points*
- F. Work practices: Address the firm's health and safety record and practices. Identify any communications with the Department of Workforce Development regarding workplace issues in the last 3 years. *Up to 5 points*
- G. Demonstrate familiarity with permitting fees and requirements in relevant local jurisdictions. *Up to 5 points*
- H. Demonstrate familiarity with providing customers with appropriate documentation and assistance with applying for the Michigan Saves energy finance program (state of Michigan.) *Up to 3 points*
- I. Describe your practices for onboarding and training new staff. *Up to 5 points*
- J. Demonstrate firm's diversity, equity, and inclusiveness in business practices. *Up to 5 points*
- 5. WORK QUALITY / 15 POINTS**
- A. Explain why the products included in your response to this request for proposals are appropriate for this project. Provide descriptions of warranties and support that ensure the long-term durability, operation, and maintenance of PV installations. Include performance and reliability figures, in addition to where the products were manufactured. *Up to 5 points*
- B. Describe the installation process, including how you will minimize disruption to and disturbance of neighbors, landscaping, structures, and clients' living arrangements during preparation, installation, and clean up. *Up to 5 points*

- C. Describe final testing and sign-off procedures, including punch lists, inspection, and other necessary requirements. *Up to 5 points*

6. CUSTOMER SERVICE / 20 POINTS

- A. Describe how you plan to handle incident reports (property damage, warranty, service calls, and inquiries). Discuss your typical response time on calls, hours of coverage for customer service calls, and process for providing status reports after an incident is logged. *Up to 5 points*
- B. List any complaints received by the Better Business Bureau over the last 3 years and how they were resolved. *Up to 5 points*
- C. Describe the training you provide the property owner, including materials or manuals, customer care books, and/or support for later questions and system performance. *Up to 5 points*
- D. Describe approach to encourage energy efficiency. *Up to 5 points*
- E. Provide references from at least 3 recent residential installations including size, date of installation, and location, with a contact name and telephone number. *(The Advisory Committee won't assign points, but will take into consideration the presence and quality of the references in addition to scoring proposals)*
- F. **NOTE:** Your firm must abide by the SEIA Solar Business Code for all installations:
www.seia.org/policy/consumer-protection/seia-solar-business-code

7. POINT OF CONTACT

- A. Identify the main point of contact at the proposing firm.

- B. Confirm this individual's ability to **provide weekly progress reports** per the specifications outlined in the Scope of Work (see Exhibit A).

- C. Identify the main contact who will handle financial inquiries related to invoicing.

8. APPENDIX

- A. You can provide an Appendix to include any supporting information, such as resumes, references or other data that will support your firm as the best for this project. If present, the Appendix **is not** included in the maximum allowed length of 25 pages for the entire proposal.

9. EXHIBIT A: SCOPE OF WORK

See page 5 for details about the Scope of Work. Proposers may use this section 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.

10. EXHIBIT B: QUALIFICATION STATEMENT

Proposing Firm Qualification Statement:

I, _____, have read the entire contents of the RFP and certify to the best of my knowledge that Proposing Firm 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.

I acknowledge that Proposing Firm possesses the following required qualifications: *Check appropriate boxes.*

- Certification through NABCEP (required)
- I certify that the Proposing Firm agrees to abide by the SEIA Solar Business Code: www.seia.org/policy/consumer-protection/seia-solar-business-code.

I acknowledge that Proposing Firm possesses the following desired qualifications:

8. *(number of)* NABCEP credential-holders in the field
9. *(number of)* Certified Distributed Generation Installer(s) through the Illinois Commerce Commission
 - *(number of)* Master Electricians on Staff
 - Principal place of business located within Illinois
 - Have a physical presence within 100 miles of Urbana City Building at 400 S. Vine St. as outlined on page 7
 - Have at least 200 kW installed capacity of residential solar experience as outlined on page 7

Authorized Signature: _____

Date: _____

Title of Signatory: _____

Proposing Firm 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 _____

Proposer's Signature: _____

Proposer's Name: _____

Proposer's Title: _____

11. EXHIBIT C: PRICING SCHEDULE / 15 POINTS

- A. Present pricing as price-per-watt of installed capacity for direct-owned installations and power purchase agreement installations, exclusive of any eligible incentives or tax credits for a grid-tied system installed on a typical dwelling. The price is to apply to all work described in Scope of Work identified in Exhibit A.
- B. Provide per-watt pricing for each module/inverter combination offered as a tiered structure based on the total installed capacity of all systems. The tiered structure is to be based on four tiers as indicated in Exhibit C. *Up to 5 points*
- C. You can provide up to three equipment pricing options in Exhibit C. You do not need to provide three. *Up to 5 points*
- At least one of the systems you provide cost estimates for must have U.S. made modules.
 - Proposers may also provide the cost estimate of a battery-based system (in the "Additional Cost Factors" section).
- D. Identify any potential additional costs by pricing Adders in Exhibit C to establish fixed costs for potential solar array peripherals. *Up to 5 points*
- E. Pricing based solely on specific individual system size will not be considered.
- **NOTE:** Include all your anticipated costs of customer development in this RFP. Customer communication, site assessments, system design and cost estimate development should be factored into the final RFP price.
 - Do not charge a property owner to have a site assessment and cost estimate – you must include these costs in the final price. You must calculate any

costs associated with system design and a site visit into your price-per-watt pricing in Exhibit C

- **NOTE:** An administrative fee of \$5,000 will be due from the selected firm upon selection. A \$5,000 check should be made out to the Midwest Renewable Energy Association. The fee is designed to cover programmatic administration costs. This is the equivalent of \$.10/w for 50 kW. In addition to the \$5,000, a \$.10 per watt fee will be applied for contracted installations above 50kW. This \$0.10/watt fee will be paid to the MREA after installations are completed. It should be reflected in your baseline pricing provided in Exhibit C. (For example, if you are providing baseline price of \$3.00/watt for install, your final price on Exhibit C should actually read \$3.10/watt.)
- **NOTE:** The MREA will offer each participating home or business owner (those who install solar through the program) two 1-year complimentary memberships to the MREA on behalf of the selected installer.
- **NOTE:** Special considerations may be required for placement of solar installations on historic properties.

PRICING SCHEDULE WORKSHEET

Baseline 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:
<https://www.energy.ca.gov/programs-and-topics/programs/solar-equipment-lists>.
2. Standard racking and mounting hardware and wiring
3. Flush mount systems
4. Cost of complete site assessment/cost assessment for each program enrollee
5. \$5,000 administrative fee 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.
7. Installation of net metered system
8. The system must include at least a five-year workmanship 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 property
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)

Proposing Firm Name

Contact Name

Contact Email

Contact Phone

Date

**Part 1: Baseline Price Information Assumes
Roof Mounted Solar Array***

*Assume a typical roof-mounted 7kW array, 2 story home, asphalt shingles, 5/12 pitch roof

	EXAMPLE	OPTION 1	OPTION 2	OPTION 3
Modules	<i>PANASONIC 330 W (example)</i>			
Inverter	<i>FRONIUS PRIMO (example)</i>			
Typical price* pre-incentive (what your company would charge for this installation outside of the group buy)	<i>\$2.70/W (example)</i>			
Base Price, Participant Capacity <50 KW	<i>\$2.60/W (example)</i>			
Discount at Participant Capacity 51-150 kW	<i>\$.05/W (example)</i>			
Discount at Participant Capacity 151-250 kW	<i>\$.10/W (example)</i>			
Discount at Participant Capacity 251-350 kW	<i>\$.15/W (example)</i>			

Part 2: (Optional & if applicable) Baseline Price Information – Power Purchase Agreement Assumes Roof Mounted Solar Array

PV System Equipment Information			TOTAL PARTICIPANT CAPACITY (kW)				
SYSTEM	MODULES	INVERTER	<50 kW	51-150 kW	150-300 kW	300-300 kW	>500 kW
<i>example</i>	<i>Solar World 275W (EX.)</i>	<i>SMA 4kW Sunny Boy (EX.)</i>	\$	\$	\$	\$	\$
1							
2							
3							

Part 3: Adders Schedule

Additional Cost Factors (if any)	Increased Cost (\$/watt)	Flat Rate Adders (\$)	Description
Battery backup			
EV charger			
Energy efficiency upgrade(s)			
Building electrification upgrade(s)			
Roofing – Metal (Standing Seam)			
Roofing – Metal (Corrugated)			
Roofing – Spanish (clay) tile			
Roofing – Concrete tile			
Roofing – Wood Shake			
Roofing – Flat (torch-down)			

Adders Schedule, Continued

Additional Cost Factors (if any)	Increased Cost (\$/watt)	Flat Rate Adders (\$)	Description
Roofing – Single-ply membrane			
Roofing – Foam			
Roofing – Tar and Gravel			
Slope – angle exceeding 30 degrees (7:12 pitch or steeper)			
Roof Height – 2 stories			
Roof Height – 3 stories +			
Electrical – Line Tap			
Electrical – Full Panel Upgrade			
Electrical – DC Disconnect (roof-mounted)			
Electrical – Interior conduit run			

Adders Schedule, Continued

Additional Cost Factors (if any)	Increased Cost (\$/watt)	Flat Rate Adders (\$)	Description
Structural – Rafter bracing			
Structural – Ground Mount			
Structural – Pole Mount			
Structural – Trenching			
Permitting – Allowance Commercial i.e. “Cost above \$XXX.00 will be added to contract”			
Permitting–Structural			
System – Micro-Inverter			
System – Monitoring			
Ex. Small system adder			
Ex. Large system cost subtraction			

Adders Schedule, Continued

Additional Cost Factors (if any)	Increased Cost (\$/watt)	Flat Rate Adders (\$)	Description
Premium modules (High Efficiency)			
Premium modules (All American-made)			
Structural – Trenching			
Multiple string inverters (Ex. SMA)			
Obstruction – Vent pipe removal			
Multiple roof arrays			
Animal exclosure (Ex. Critter Guard)			
Other (explain)			

NOTE: Add more rows if necessary.

NOTE: If you would like to propose an additional pricing scheme that differs from the above format, you may do so. You MUST, however, submit pricing in the above format, and any additional pricing scheme/format is optional and will not factor into installer selection. If your proposal is selected, your alternative pricing scheme may be used upon approval.

Part 4: Adders Narrative

1. We have noticed that there are sometimes dramatic differences between the base price and actual price paid due to the average adder value. This varies between programs. Accordingly, what do you expect to be typical adders?
2. Based on your previous answer, please estimate how much you expect people to pay on average in this program.
3. Describe your approach to supporting customers on what they should accept regarding inverter rebates or net metering?