REQUEST FOR PROPOSAL
Solar Power Photovoltaic System(s)

September 17, 2015

PROPOSAL DUE NOVEMBER 30, 2015, BY 3:00 PM

Prepared in Collaboration with:

Dr. Ron Carruth, Superintendent
Jon McNeil, Assistant Superintendent, Business Services

Prepared by:
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Julie Romero, Eric Hall & Associates

Eric Hall & Associates

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**DESCRIPTION OF REQUEST FOR PROPOSAL**

By way of this Request for Proposal, the Whittier City School District (“District”) is inviting Proposals from qualified firms, partnerships, corporations, associations, individuals or professional organizations to design, build, own and operate net-metered Solar Photovoltaic (“Solar PV”) Systems (“Project”) under a Power Purchase Agreement (“PPA”) for installation of Photovoltaic System(s) pursuant to California Government Code section 4217.10 et. Seq. to contract with one firm to design, build, own and operate net-metered Solar Photovoltaic (Solar PV) Systems (Project) at sites designated by the District.

The objective of this Request for Proposal (RFP) is to identify and select the most qualified and cost-competitive design-build contractor (Contractor) for the survey, design, obtain Division of State Architect approval, installation, commissioning, and service of a “grid-connected” Photovoltaic (PV) System(s) (Project) of future solar projects in the Whittier City School District.

The successful Proposer will provide realistic costs without reliance on any general funds or bond financing. The District does not desire roof top mounting of panels. The District seeks input based on location and orientation of sites. The District asks the Proposer to identify construction challenges and solutions.

The District is looking for the best combination of price including cost per unit output; costs and benefits formula to include assumptions spelled out for construction, inflation and minimum and maximum pricing of energy; technology; post-construction services; experience and proven performance; qualifications; optional items such as educational; and overall thoroughness of Proposal and responsiveness to the RFP.

The District is seeking a low risk program and will desire to know who will and how the equipment is maintained and owned; desires all construction costs be identified clearly; is seeking a firm that can identify where solar will be most effective and efficient; and an experienced and specialized firm.

The District desires to take advantage of federal subsidies and legislative initiatives; is asking the qualified firm to size the system to fit the District (sweet spot of size); and desires to have the ability to consider the current energy savings programs sized to consumption with some energy savings projected with Proposition 39 Clean Energy Jobs Act projects including light and HVAC sensors in all classrooms.

The District will seek clarity for installation of Photovoltaic System options and recommended savings and costs of energy. The District seeks a firm that can assist in understanding for installation of Photovoltaic Systems, provide realistic energy savings calculations and provide realistic energy costs.

The District will provide the successful Proposer with specifications, including single-line diagrams as available, for the existing facilities. Complete and/or accurate as-built drawings may not be available for all sites. As such, the successful Proposer should not rely upon the District's
specifications for sites. It shall be the sole responsibility of the successful Proposer to independently verify any specifications. In submitting its Proposal, the successful Proposer warrants and accepts that the District shall not be liable for any misrepresentations or inaccuracies set forth in the District's specifications for the sites.

The District is seeking turn-key Proposal for a Power Purchase Agreement (“PPA”) for the solar PV project. Turn-key Proposal must include any and all fees including DSA Inspector (IOR), Testing and Consulting. The District will negotiate and enter into a multi-year PPA where the Firm will provide all engineering, construction, procurement, permitting, including DSA approvals, commissioning, financing, operation, maintenance, monitoring and accounting of the Project under the PPA. Proposal must have a minimum term length of 20 years and may include an optional 25 year term. The District reserves the right to purchase the solar PV project for the cash price shown in the Proposal (provide cash prices in 5 year increments).

The District has established qualifying criteria to propose on this project, including minimum criteria and experience with similar projects. The most qualified Proposal will be evaluated and ranked according to “Best Value” for the District. The top ranked Firm will be offered the opportunity to negotiate a PPA with the District that includes terms and conditions to design and permit the Project with District oversight and approval. If the top ranked Proposer is unable to successfully negotiate a PPA with the District, or design and permit the Project, the District may then ask the second ranked Proposer to design and permit the Project and negotiate a PPA with the District. The District intends to award the agreement to a single firm, however reserves the right to award to more than one firm if this is deemed in the best interest of the District.

The District will select the “Best Value” Proposal based upon a number of substantive variables, including but not limited to, initial energy cost savings, system components, system performance, lifetime energy cost savings, vendor experience and qualifications, conceptual design, schedule, maintenance program, performance guarantee and overall thoroughness of Proposal and responsiveness to this RFP.

Based on Southern California Edison’s (SCE) limited capacity “R” tariff capacity and operational considerations at each of the school sites, the District is seeking to fast track the design and construction of the Project with goals of reaching substantial completion at all sites by the end of summer break in August, 2016, and utilizing the “R” tariff at all sites. As such, Proposers should provide a detailed and realistic schedule for completing the Project.

All Proposers are to note that this RFP supersedes any information provided prior to the RFP release. In making its Solar Photovoltaic Systems vendor selection, the District reserves the right to take these factors into account as it sees fit.

If your firm is interested in performing the Solar Photovoltaic Systems on behalf of the District, please submit a detailed summary of your firm’s qualifications in accordance with this RFP. The deadline for receipt of all materials responsive to this RFP is November 30, 2015 at 3:00 P.M.
REQUEST FOR PROPOSAL AND PROPOSAL PREPARATION

Each Proposer is required to submit a Response they deem appropriate. Submittals should be brief and concise, but provide sufficient clarity to meet the criteria to be used in the evaluation process. Each Proposer shall submit one (1) original, six (6) hard copies and one (1) electronic version (PDF) of the requested materials. Proposal packages shall be submitted in a sealed envelope or box. The District will evaluate the Proposal based on the responsiveness to District requirements. The Proposer(s) being sought through this RFP will need to meet the District’s minimum criteria as listed herein.

Proposers must read the entire RFP prior to submitting questions, as most questions concerning this RFP will be answered within this RFP. Please refrain from asking questions regarding the formatting of this RFP.

SCHEDULE OF EVENTS

The Table of Events provides a schedule for the RFP process and approximate timeframes. These dates are provided for Proposer’s convenience and, while the District does not anticipate changing dates at this time, this schedule may be revised at the sole discretion of the District.

The goal is to reach substantial completion before the end of 2016, however the District recognizes that this represents a challenging schedule. Proposers should submit a realistic schedule with their Proposal that attempts to meet the milestone schedule present in the Table of Events. The Proposer should take these schedule constraints into account when creating their Project Schedule.

TABLE OF EVENTS

<table>
<thead>
<tr>
<th>Event</th>
<th>Time</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Release of Request for Proposal (RFP)</td>
<td></td>
<td>September 17, 2015</td>
</tr>
<tr>
<td>Mandatory Site Walk</td>
<td>10:00 am</td>
<td>September 29, 2015</td>
</tr>
<tr>
<td>Questions from Proposers Due Date</td>
<td>Noon</td>
<td>October 2, 2015</td>
</tr>
<tr>
<td>District Responses to Proposers Questions</td>
<td>4:30 pm</td>
<td>October 9, 2015 via Addendum</td>
</tr>
<tr>
<td>RFP Response Deadline – Proposal Due Date</td>
<td>3:00 pm</td>
<td>November 30, 2015</td>
</tr>
<tr>
<td>Committee Receive and Evaluate Responses</td>
<td></td>
<td>December 2, 2015</td>
</tr>
<tr>
<td>Interviews with Selected Respondents as Deemed Appropriate</td>
<td>1:00 PM</td>
<td>TBA</td>
</tr>
<tr>
<td>Board Approval of Recommended Firm(s)</td>
<td></td>
<td>December 15, 2015</td>
</tr>
</tbody>
</table>
Note: All dates are subject to revision by the District. Nothing herein binds or shall be construed to bind the Whittier City School District to enter into any agreement with any party, including any Respondent hereto.

GENERAL INFORMATION

Respondents to this RFP interested in making a Response are directed not to make any contact with any District employee, agent or Board member, other than the individual listed immediately below, to whom any contact must be directed IN WRITING (via email). Any unauthorized contact with any other District representative, and any contact with the District representative listed immediately below which is not submitted IN WRITING (via email) will constitute grounds for disqualification from consideration. All communications regarding the RFP should be submitted IN WRITING (via email) and directed exclusively to:

Bob Nicholson at bob@ehanda.com

No direct responses will be sent to the Proposer (company or firm) asking the question(s). Question(s) submitted by October 2, 2015 will be responded to in the form of an addendum and sent to all potential respondents on October 9, 2015 via Addendum. Deadline to request information is noon on October 2, 2015.

SCOPE OF SERVICES

The District desires to achieve the following goals and objectives through, and in connection with, the installation of solar energy systems at the District’s facilities:

- To utilize parking lots and other spaces where shade is desirable or needed, without diminishing the curb appeal of the facilities, to effectively generate electricity using Solar Photovoltaic Systems;
- To identify alternatives for financing, designing, and installing Solar Photovoltaic Systems that will reduce costs and maximize the net economic benefit to the District;
- To the extent applicable, purchase the electricity generated by the Solar Photovoltaic Systems at an agreed upon price through a Power Purchase Agreement (PPA) or similar arrangement;
- To obtain renewable energy credits for generating renewable energy in attainment of District goals;
- To reduce the per-system cost of developing Solar Photovoltaic Systems by investing in multiple systems;
- To facilitate the investment in Solar Photovoltaic Systems by industries and businesses within the region, to increase energy diversity, and to reduce dependence on fossil fuels;
- To enhance the economic value of District assets by developing the assets in a manner that supports District goals;
- To provide structures that are aesthetically compatible with the District’s facilities and surrounding neighborhoods;
- To educate students and the public about the benefits of renewable energy generation;
To improve environmental quality in the Whittier City School District area;
To establish a relationship with a Solar Photovoltaic Systems developer that facilitates the highly cost-effective development of Solar Photovoltaic Systems for District facilities.

**RFP Response Format**

Each Proposer shall submit one (1) original, six (6) hard copies and one (1) electronic version (PDF) of the requested materials. Proposal packages shall be submitted in a sealed envelope or box.

A Response must be no more than 40 single-sided pages, or 20 double-sided pages, in total length, not including attachments, tab pages, dividers, et cetera. Each attachment must not exceed two single-sided pages or one double-sided page. The font size of the text included in a Response must not be less than 12.

Responses must be sealed in an envelope or box, and only recipient information, the Solar Provider’s name, the title of the Response, and the submittal deadline visible on the outside of the envelope or box.

Responses must be addressed and sent or delivered to the address specified on the cover page and elsewhere in this RFP.

“Hard” copies of Responses may be sent by any method desired; The District will not accept any submittal sent by facsimile transmission, e-mail, or other electronic means.

Each Solar Provider shall be solely responsible for ensuring that its Response is received prior to the deadline specified in this RFP. The District will not consider any Response received after the submittal deadline specified in this RFP.

The deadline for submitting Responses to this RFP is the date and time set forth on the cover page and elsewhere in this RFP.

**Selection Criteria / Evaluation Process**

Although not exhaustive of criteria utilized by the District, the District intends to use the following evaluation criteria. The Evaluation criteria’s include:

- **Timeliness and Completeness of Response.** To receive maximum consideration, Responses must be received by the Response deadline. In addition, Responses will be evaluated with respect to organization, clarity, completeness, and responsiveness to this RFP.

- **Technical Qualification and Competence.** This includes experience, expertise, and familiarity with applicable laws and requirements for public works projects in general and school projects in particular; demonstration of ability to identify a low risk program for the District; demonstrate the firm is experienced and is a specialized firm; demonstrate the ability to take advantage of federal subsidies and legislative initiatives;
demonstrate the ability to size the system to fit the District (sweet spot of size); demonstrate the ability to consider the current energy savings programs sized to consumption with some energy savings projected with Proposition 39 projects including light and HVAC sensors in all classrooms; provide power purchase options and recommended savings and costs of energy; demonstrate knowledge and ability to provide guidance in funding and financing including:

- Power Purchase Agreement
- Realistic energy savings
- Realistic energy costs
- No General Fund Expenditures
- No Bond funding

- **Record of Past Performance.** This includes experience on school facility construction projects and proven experience working on DSA projects, work quality, completion of work on schedule, cost controls, contracts held with the District or others over the last five (5) years as well as the response of references provided by the Proposer or any other references identified by the District.

- **Approach to Work.** This includes project management experience on K-12 projects, coordination methodologies, analysis and study approaches, ability to respond to emergencies, delays and Proposer’s ability to communicate effectively with District personnel and offer advice in the best interest of the District; identification of who and how the equipment is maintained and owned; identification for the District and pricing of battery power options; identification of sites where solar will be effective and efficient; no roof mounted systems or panels; ability to deliver quickly on shade and parking structures, sized appropriately; ability to deliver on construction, providing oversight and timing to meet Districts operational needs.

- **Cost Control.** This includes cost control procedures; identification of all construction costs; Costs and Benefits formula to include assumptions; assumptions must be spelled out for construction, inflation and minimum/maximum pricing of energy; preliminary cost estimates; personnel utilization; billing rates for personnel as well as Proposer’s policies; respecting the pass-through to the District of overhead costs.

- **Local or Minority Firm or Partner.** This includes identification of and hiring local or minority firms or partners wherever possible.
**DISTRIBUTION OF THIS DOCUMENT**

This document and any attachments, appendices and addenda will be distributed electronically. Proposers must be registered in order to access addenda distribution. In order to register, please send a request to Julie Romero, julie@ehanda.com, with the subject line, “WCSD RFP Registration.” In the body of the email, include name, title and organization. It is the Proposer’s responsibility to ensure they are registered and able to access the RFP addenda documents.

**DISTRICT / CONTRACT ADMINISTRATOR**

The Contract Administrator for this RFP and the resulting Agreement(s) is the Assistant Superintendent, Business Services or designee. The Contract Administrator is the only individual authorized on the behalf of the District to make any modifications via addenda or otherwise to this RFP and the resulting Agreement(s), if any. The Proposer shall not rely upon any type of change from anyone, or a written request for change from someone other than the Contract Administrator. All changes/addenda must be in writing and will be distributed electronically. Any and all addenda issued by the Contract Administrator shall be incorporated into this RFP and a part herein.

**MANDATORY SITE WALK**

The District will conduct a tour of the sites of the Initial Projects on September 29, 2015, commencing at 10:00 a.m. at the District’s main administrative offices, which are located at 7211 S. Whittier Ave, Whittier, CA 90602-1189. Solar Providers will be responsible for their own transportation for the site tour. This tour will be the only opportunity for Solar Providers to visit the sites prior to the deadline for submitting Responses.

**QUESTIONS RELATING TO RFP PROCESS AND RESPONSE TO QUESTIONS**

Proposers must submit all questions pertaining to the bid to Bob Nicholson at bob@ehanda.com. Questions sent directly to any District employee/representative will not be answered.

**SUBMISSION OF PROPOSAL PACKAGES**

Each Proposer shall submit one (1) original, six (6) hard copies and one (1) electronic version (PDF) of the requested materials. Proposal packages shall be submitted in a sealed envelope or box. Proposal must be received no later than November 30, 2015.

Proposal shall be addressed to:

**Whittier City School District**

**Jon McNeil**

**Assistant Superintendent**

7211 S. Whittier Avenue

Whittier, CA 90602-1189
To ensure fairness, responses received after the deadline will be rejected. The Proposer is responsible for ensuring that all responses are received by the deadline. All responses to the RFP will become the property of the District and will not be returned. Proposal shall not be accepted in any other format other than in the document formats specified above.

Pursuant to *Michaelis, Montanari, & Johnson v. Superior Court* (2006) 38 Cal.4th 1065, Proposal submitted in response to this RFP shall be held confidential by the District and shall not be subject to disclosure under the California Public Records Act until after either the District and the successful Proposer have completed negotiations and entered into an Agreement or the District has rejected all Proposal. Furthermore, the District will have no liability to the Proposer or other party as a result of any public disclosure of any Proposal or Contract.

The District will not reimburse Proposers for the cost of Proposal preparation.

Proposers shall provide complete and accurate information. Proposers acknowledge that the District is relying on the truth and accuracy of the responses contained herein. Each Proposal must be signed, under penalty of perjury, by an individual who has the legal authority to bind the Proposer on whose behalf that person is signing. If any information provided by a Proposer becomes inaccurate, the Proposer must immediately notify the District and provide updated accurate information in writing, under penalty of perjury. Should a Proposer omit requested information or falsify information, the District will reject the Proposal.

**All responses must be received by 3:00 p.m. on November 30, 2015**

**EVALUATION PANEL**

Based on the evaluation criteria outlined herein, all technical Proposal shall be evaluated by an Evaluation Committee designated by the District. Written or oral discussions may be requested from the Proposers to resolve uncertainties relating to their Proposal and to arrive at a complete agreement on all requirements. The Evaluation Committee, upon completion of evaluating the technical Proposal, may recommend that an Agreement be signed with a selected Firm for this Project’s PPA. The District reserves the right to investigate the qualifications of all Proposers under consideration and to confirm any part of the information furnished by a Proposer, or to require other evidence of managerial, financial or technical capabilities which are considered necessary for the successful performance of the work.

**AWARD PROCESS**

The District intends to award an Agreement to the qualified Proposer whose offer conforms to the RFP, provides the best value to the District, and best meets the District’s needs and is most likely to assist the District in achieving its objectives. The District shall determine the qualified Proposer at its sole and absolute discretion. In the event that the successful Proposer is unable and/or unwilling to execute the PPA as negotiated by the District, the District, in its sole discretion, may begin negotiations with the next Proposer who proposes a Project with the best value to the District, best meets the District’s needs and is most likely to assist the District in achieving its objectives. The District shall determine this Proposer in its sole and absolute discretion. The District reserves the right to seek clarification of information submitted in response to this RFP.
The District also reserves the right to award without further discussion with any of the Proposers. The District reserves the right, at its sole discretion, to accept a response that does not satisfy all requirements but which, in the District’s sole judgment, sufficiently demonstrates the ability to produce, deliver, design, permit, install and finance the Project and will satisfy the major requirements set forth in this RFP. The District expects to complete its evaluation process to select a qualified Proposer, and reserves the right to change key dates and action as the need arises. Only the District Board possesses the authority to award the PPA in its sole discretion, and any recommendation by District staff for contract award shall not be deemed binding on the District.

The District intends to award the Project to one Proposer, however, the District retains the right to award one or more separate PPA(s) to one or more Proposers, or to not award, in the District’s sole discretion.

**PROPOSAL PROTEST**

A Proposer may protest an award if the Proposer believes the award was inconsistent with Board policy or not in compliance with the law. A copy of Board Policy BP3312 and Administrative Regulation AR3311 will be provided by contacting the Superintendent’s office.

**PROPOSAL EVALUATION CRITERIA**

Proposal will be evaluated according to the responses provided. Ranking of Proposal is based on how completely the criteria identified in this RFP is met, including, but not limited to, system components, system performance, lifetime operating cost, Firm experience and qualifications, conceptual design, schedule, maintenance program, performance guarantee, energy cost savings and overall thoroughness of Proposal and responsiveness to this RFP.

The District requires that at a minimum, the PPA must achieve savings in Year 1 and all subsequent years assuming no change in consumption and 3% utility energy price inflation. The District requires zero escalation throughout the term.

During the course of the Proposal evaluation, the District may request clarification of, or information about, any item in the Proposal. The Firm shall respond within the time requested. If the clarification or information is not forthcoming, the District may, at its sole discretion, disqualify a Proposal if it determines that evaluation of the Proposal cannot proceed in the absence of clarification. However, the District, in its sole discretion, may review and evaluate Proposal and award based solely on the materials contained in the Firm’s Proposal.

The District will solely perform all Proposal reviews and will select the winning Proposer(s); the District will provide Contract administration and support immediately after the winning Proposer is selected. The District may elect to hold interviews with the Firms with the highest ranked Proposal or may solely rely on Proposal to make its selection.

The District reserves the right to waive minor irregularities and omissions in the information contained in the submitted Proposal and to make all final determinations. There is no appeal from the District’s decision not to review a Proposal due to an incomplete or late Proposal submission.
The Proposal, its completion and submission by the Proposer, and its use by the District, shall not give rise to any liability on the part of the District to the Proposer or any third party or person. This is not a solicitation for bid. No guarantees are made or implied that the Project will be constructed, either in part or whole. The Proposer accepts all risk and cost associated with the completion of the Proposal without financial guarantee.
EXHIBITS
Exhibit A

Guide for Cover Letter and Introduction
Exhibit A
Guide for Cover Letter and Introduction

1. **Cover Letter and Introduction**
The individual who is authorized to bind (hence, “Proposer”) contractually must sign the cover letter, which must accompany the Proposer’s RFP Response. This cover letter must indicate the signer is so authorized and must indicate the title or position that the signer holds in the Proposer’s firm. **An unsigned cover letter shall cause the Proposal to be rejected.** The cover letter must contain a statement that the Proposer acknowledges that all documents submitted pursuant to this request for Proposal process will become a matter of public record. The letter must also contain the following:

- The Proposer’s name, address, e-mail, telephone, and facsimile number;
- The Proposer’s Federal Employer Identification Number and Corporate Identification Number, if applicable;
- The name, title or position, and telephone number of the individual signing the cover letter;
- A statement indicating the signatory is authorized to bind the Proposer contractually;
- The name, title or position, and telephone number of the primary contact and/or account administrator, if different from the individual signing the cover letter;
- A statement to the effect that the Proposal is a firm and irrevocable offer, good for ninety (90) days;
- A statement expressing the Proposer’s willingness to perform the services as described in this RFP;
- A statement indicating that all forms, certificates and compliance requirements included in this RFP are completed and duly submitted in the Proposal Response; and
- A statement expressing the Proposer’s availability of staff and other required resources for performing all services and providing all deliverables within the specified time frames as described in the RFP.

2. **Proposer Corporate Information**
- **Type of Firm:**
  Corporation: _____  Proprietorship: _____  Partnership: _____
  Joint Venture: _____  Other (please describe):______________________

- **Business License Number:** ________________________________

- **Number of years in business under current firm name:** __________________
• Full name of firm’s officers and managing employees as related to this Contract:

• Has the firm changed its name within the past 3 years?
  Yes ☐ No ☐
  If yes, provide former name(s): ________________________________
  ________________________________

• Have there been any recent (within the last three years) changes in control/ownership of the firm?
  Yes ☐ No ☐
  If yes, explain.______________________________________________
  ________________________________

• Have officers or principals of the firm ever had their business license suspended or revoked for any reason?
  Yes ☐ No ☐
  If yes, please explain.________________________________________
  ________________________________
Exhibit B

Firm Information Questionnaire
Exhibit B

Firm Information Questionnaire

ANSWER ALL THE FOLLOWING QUESTIONS AND SUBMIT WITH YOUR RESPONSE

1. Is the company or its owners connected with other companies as a subsidiary, parent, affiliate, or holding company?  Yes ☐ No ☐

If yes, explain on a separate, signed sheet.

2. Does the company have an ongoing relationship or affiliation with a contractor or equipment manufacturer?  Yes ☐ No ☐

If yes, explain on a separate, signed sheet.

3. Has the company (or any owner) ever defaulted on a contract forcing a surety to suffer a loss?  Yes ☐ No ☐

If yes, explain on a separate, signed sheet.

4. In the past five (5) years, has the company had any project with disputed amounts more than $5,000 or a project which was terminated by the owner, owner’s representative or other contracting party and which required completion by another party?  Yes ☐ No ☐

If yes, explain on a separate, signed sheet. State the project name, location, owner/contact person, telephone number, contract value, disputed amount, date and reason for termination/dispute.

5. Has the company, an affiliate company, or any owner ever declared bankruptcy or been in receivership? Yes ☐ No ☐

If yes, explain on a separate, signed sheet.

6. Has the company ever had arbitration on a contract or PPA in the past five (5) years?  Yes ☐ No ☐

If yes, explain on a separate, signed sheet. State the project name, location, owner/contact person, telephone number, contract value, disputed amount, a brief description and final resolution.
7. Does the company have any outstanding liens or stop notices for labor and/or materials filed against any contract or PPA which have been done or are being done by the company?

Yes ☐ No ☐

If yes, explain on a separate, signed sheet. State the project name, location, owner/contact person, telephone number, amount of dispute, and brief description of the situation.

THE UNDERSIGNED DECLARES UNDER PENALTY OF PERJURY THAT ALL OF THE INFORMATION SUBMITTED WITH THIS RESPONSE IS TRUE AND CORRECT. FAILURE TO PROVIDE BACK UP TO A “YES” ANSWER AND/OR FAILURE TO SIGN THIS DOCUMENT MAY RESULT IN A RESPONSE DISQUALIFICATION.

Signature: ___________________________ Title: ___________________________
Print Name: ___________________________ Date: ___________________________
Exhibit C

Personnel Experience Resume
Exhibit C

Personnel Experience Resume

Provide the names(s), title(s), Qualifications(s), license information, availability and location of key staff members and supervisory personnel expected to work on this project, using the form below as a guide. Use as many pages as necessary.

Name: ____________________________________________________________

Title: ____________________________________________________________

Office Location: __________________________________________________

Qualification/License: ______________________________________________

Role: _____________________________________________________________


How Long Licensed in California? ______ No. of K-12 Public School Programs? ___

Brief Profile: _______________________________________________________

_______________________________________________________________

Other Relative Experience: __________________________________________

_______________________________________________________________
Exhibit D

Non-collusion Declaration
Exhibit D

Non-collusion Declaration

Non-collusion Declaration to be executed by Proposer and Submitted with the Response.

State of California     )
                      ) ss.
County of___________________)
______________________________________________, being first duly sworn, deposes and says that he or she is _____________________________ of ______________________________, the party making the foregoing Proposal that the Proposal is not made in the interest of, or on behalf of, any undisclosed person, Proposer, company, association, organization, or corporation; that the Proposal is genuine and not collusive or sham; that the Proposer has not directly or indirectly induced or solicited any other Proposer to put in a false or sham Proposal, and has not directly or indirectly colluded, conspired, connived, or agreed with any Proposer or anyone else to put in a sham Proposal, or that anyone shall refrain from submitting a Proposal; that the Proposer has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the Proposal price of the Proposer or any other Proposer, or to fix any overhead, profit, or cost element of the Proposal price, or that of any other Proposer, or to secure any advantage against the public body awarding the PPA of anyone interested in the proposed PPA; that all statements contained in the Proposal are true; and, further, that the Proposer has not, directly or indirectly, submitted his or her Proposal price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, Proposer, company association, organization, or to any member or agent thereof to effectuate a collusive or sham Proposal.

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

_____________________________________________
Signature

_____________________________________________
Date
Exhibit E

Insurance Affidavit
**Exhibit E**

**Insurance Affidavit**

Insurance Affidavit is to be executed by Proposer and submitted with the Response.

State of _________________________________ ] ss.

County of _______________________________ ]

The undersigned, being first duly sworn, deposes that he/she is _____________________ of ____________________________________________

herein called the Proposer; that the Proposer has submitted a Proposal for the Whittier City School District, herein called the District.

The Proposer agrees that he/she is familiar with and acknowledges the insurance requirements stated in the Agreement.

Subscribed and sworn to before me

Firm __________________________

This _____ day of ________, 2015.

Signed _________________________

__________________________

Type or print name of affiant.

Notary Public

My commission expires ________.

Title __________________________
Exhibit F

Certification Form
Exhibit F

Certification Form

I certify that I have read and received a complete set of documents including the instructions for submitting a Response regarding the attached Request for Proposal for Solar Photovoltaic Systems. I further certify that I must submit one (1) original, six (6) copies of the Proposal and one (1) electronic version containing a complete single-document (PDF version) of the requested materials. Proposal packages shall be submitted in a sealed envelope or box and that I am authorized to commit the firm to the qualifications submitted.

I consent to Whittier City School District contacting references included in this Response, including but not limited to other school and community college districts listed herein for the purposes of obtaining information about the referenced experience.

FAILURE TO SIGN THIS DOCUMENT MAY RESULT IN A RESPONSE DISQUALIFICATION.

Signature

Typed Name

Title

Company

Street Address

City, State and Zip Code

Telephone

Fax

Date
