

ROCKY MOUNTAIN INSTITUTE – CARBON WAR ROOM



ISLANDS ENERGY PROGRAM

Request for Qualifications for Solar EPC contract for
Turks and Caicos Islands

FORTIS TCI

Issue Date: September 12, 2016

Submission Deadline: September 28, 2016



FORTIS TCI

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FORTIS TCI

Project Name: **Request for Qualifications for EPC for 1MW solar project for Turks and Caicos**

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Date of Issue: **12 September 2016**

Task and objective: The electric utility of Turks and Caicos, Fortis TCI, has partnered with the Rocky Mountain Institute – Carbon War Room to publish a Request for Qualifications (RFQ) to be provided to prospective bidders for solar system across 5 different sites on Turks and Caicos and future solar projects in the Fortis TCI service areas.



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List of abbreviations

Abbreviation	Meaning
FTCI	Fortis TCI
RMI – CWR	Rocky Mountain Institute – Carbon War Room
EPC	Engineering Procurement and Construction
O&M	Operations and Maintenance
RFQ	Request for Qualification
RFP	Request for Proposal

I. INTRODUCTION

Fortis TCI is issuing this Request for Qualifications (RFQ) for interested parties to qualify themselves for a future tender for Engineering, Procurement and Construction Services located on Turks and Caicos. There will be a total of 5 sites to be considered for this RFQ. Fortis TCI is seeking proposals from qualified bidders able to provide ground-mount solar photovoltaic (PV) power through an Engineering Procurement and Construction (EPC) contract.

The projects are intended to:

- Provide an environmentally responsible supplement for the existing diesel-only generation on the islands
- Provide a solar electricity source that supplies renewable electricity to the grids at a competitive rate from Fortis TCI to the ratepayers of Turks & Caicos

Your company is invited to qualify for participation in the RFP through this RFQ process.

This RFQ document contains the following information:

- Project Information – Section 2
- Qualification Requirements – Section 3
- Qualification Form – Annex 1

II. PROJECT INFORMATION

Fortis TCI is looking to expand renewable generation in Turks and Caicos. The goal for this RFQ is to identify a short list of bidders to source an EPC firm through a PPA that will design, build, operate and maintain systems on the Project sites and sell the produced energy to Fortis TCI. Subsequent to this RFQ, Requests for Proposals (RFPs) will be issued to the qualified bidders.

The current capacity of Fortis TCI's generation across the project sites consists entirely of diesel generators. Like most islands, Turks and Caicos relies heavily on foreign sources of petroleum to operate its power plants. Fortis TCI would like to supplement the diesel generators with a PV system in order to reduce the negative effects of burning fossil fuels, stabilize electricity rates, and reduce energy production costs.

Fortis TCI will provide the sites for these solar installations. These are the first renewable energy projects being developed on the islands by the utility. Additional solar projects (up to 7MW) are also planned for 2017-2018.

There will be a total of 5 sites to be considered for this RFQ, as listed in Table 2.1, below. The systems shall be solar PV comprised of fixed-tilt ground mount-type and / or roof top fixed PV systems.

Table II-1 Project Sites and Proposed Capacities

	Site	Proposed Solar Capacity Target (kWac)	2015 AVG Max (kWac)
1	South Caicos	100kW	620kW
2&3	Grand Turk (including Salt Caye)	300 kW	4,164kW
4&5	Provo (Including North Caicos/Kew)	600 kW	34,393 kW
		Total: 1MW	Total: 39MW

III. QUALIFICATION REQUIREMENTS

In order to develop a list of qualified firms Fortis TCI requests that bidders complete the attached Prequalification Form (Annex 1) and include a copy of your statement of qualifications related to solar, and EPC services. Your completed Prequalification Form and statement of qualifications is requested by September 28th. Please include the following information, at minimum:

- Company overview/description- including documents of incorporation and certificate of good standing, or equivalent
- Quality Management Plan (optional)
- 2014/2015 revenues (whole company and renewables)
- # projects/MW installed/years operating – North America
- # projects/MW installed/years operating – Outside North America
- # projects/MW installed/years operating – Caribbean
- # projects/MW currently in construction
- Describe any experience your company has engineering; procuring and constructing solar PV projects across diverse geographies under one contract.
- Describe EPC execution methods/capabilities.
- Detail your proposed engineering, procurement and construction approach for Turks and Caicos.
- Project references
- Size of solar/renewables team
- Safety record and example safety plan
- Quality record and example quality plan
- Sample project organization chart
- Bonding Capacity and Certificates of Insurance
- Description of O&M services capabilities

Your statements of qualification and completed Prequalification Form should be sent to: RFQ@carbonwarroom.com

Materials provided will be shared with Rocky Mountain Institute – Carbon War Room, Fortis TCI and DNV GL for the purpose of evaluating qualifications and determining eligibility to bid on the upcoming solar EPC RFP. Once the final bid list for the RFP is determined, each potential bidder will be contacted directly to discuss the upcoming RFP.

ANNEX 1
QUALIFICATION FORM

EPC PREQUALIFICATION FORM

ORGANIZATION BASICS

Company Name:			Date:
Parent Company Name:			
Registered company address:			
City:	State:	ZIP Code:	Country:
Contact Name:		Contact Title:	
Phone:		Email:	
Current D&B Rating (if available):		Web Page:	

OWNERSHIP TYPE

(Business Structure – check one)

<input type="checkbox"/> Corporation	Year Incorporated:	State/Country of Incorporation:
<input type="checkbox"/> LLC or equivalent	Country / State Organized:	
<input type="checkbox"/> Partnership	Country/ State Organized:	
<input type="checkbox"/> Sole Proprietorship	<input type="checkbox"/> Other	If Other:

ORGANIZATIONAL FOCUS & EXPERIENCE

1. Please provide a company overview, including the mission and purpose of your organization.

2. Years operating – North America Whole company: Renewable energy:	3. Years operating – Outside of North America Whole company: Renewable energy:
4. Years operating – Caribbean Whole company: Renewable energy:	5. Size of solar/renewables team North America: Outside of North America: Caribbean:

6. Has your company participated in any renewables business mergers or acquisitions in the last 5 years, or changed names during this period? Yes No If yes, explain:

7. Describe the solar PV and solar PV-storage assets your company has constructed:

	North America		Outside of North America		Caribbean	
	Operating	In Construction	Operating	In Construction	Operating	In Construction
# of Projects						
Years Operating		N/A		N/A		N/A
Capacity (MWac)						

8. Building from No. 7, please provide as **Exhibit 1** relevant, verifiable project references with detailed project descriptions (e.g., project capacity, system component details, etc.), dates constructed, contracting entity (including contact information – names and phone numbers), and associated contract values your company worked on involving solar PV systems, including projects:

- In North America
- Outside North America
- In the Caribbean
- Currently in construction

9. Describe EPC capabilities, including whether your organization typically self-performs engineering, procurement and construction activities, or subcontracts these functions for solar and solar-hybrid projects.

10. Please describe how your organizational structure, prior experience, and business relationships would facilitate successful completion of work in Turks and Caicos. Describe how you would manage execution of a project portfolio of 5 solar PV projects spread across multiple islands.

11. Please describe the approval process for suppliers or subcontractors.

12. Please provide resumes for key staff and a typical renewables project organization chart in **Exhibit 2**

13. Please list any products manufactured or distributed.

FINANCIAL

14. Approximate balance sheet value: \$

15. Gross Annual Revenue:	2013	2014	2015
Whole Organization	\$	\$	\$
Renewables Group	\$	\$	\$

16. Bank Reference/Bank Name:

Contact:

Phone:

17 a. Have there been any judgments, claims, mediation proceedings, or suits pending or outstanding against your firm or any of its officers in the last five years? Yes No If yes, explain:

17 b. Please provide proof of your Company's Construction Bonding Capacity and Insurance Coverages in Exhibit 3

QUALITY MANAGEMENT PLAN

18. Please any formal quality management plan information in **Exhibit 4**.

19. What methods do you employ for continuous improvement?

20. Comment on any other areas of your company’s Quality program and policies that you feel will be appropriate in our evaluation?

SAFETY PERFORMANCE AND PROGRAM

21. Does your company have a written Environmental, Health & Safety (EHS) Program? Yes No
If yes, please provide in **Exhibit 5**.

22. Please provide safety record data or information in **Exhibit 5**.

23. Comment on any areas of your company’s EHS program and policies that you feel will be appropriate in our evaluation?

MANAGEMENT

24. List name, position and years of service of officers and key personnel this should include but not limited to Quality Personnel, Engineering, Electrical, Business, Document Control (attach resumes and an organization chart):

NAME	TITLE	YEARS WITH COMPANY	YEARS EXPERIENCE

Exhibit 1 –Project References

Exhibit 2 – Project Organization Chart and Resumes

Exhibit 3 – Construction Bonding and Insurance Coverages

Exhibit 4 – Quality Management Plan

Exhibit 5 - EHS Program