ROCKY MOUNTAIN INSTITUTE

Request for Qualifications for Abaco School Microgrids Project

Issue Date: **November 16, 2020**

Submission Deadline: **December 11, 2020**

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ABACO SCHOOL MICROGRIDS PROJECT

Project Name: Abaco School Microgrids Project

Point of Contact RMI:	Owen Lewis Fidel Neverson
Date of Issue:	November 16, 2020
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Task and Objective: The Rocky Mountain Institute (RMI) is publishing this Request for Qualifications (RFQ) to be provided to prospective bidders for the proposed Abaco School Microgrids Project, Abaco, The Bahamas.

CONTENTS

Annex

Annex 1– EPC Prequalification Form

List of Abbreviations

Abbreviation	Meaning
EPC	Engineering, Procurement and Construction
GoB	Government of The Bahamas
INDC	Intended Nationally Determined Contributions
MoEH	Ministry of Environment and Housing
O&M	Operations and Maintenance
PV	Photovoltaic
RE	Renewable Energy
RFP	Request for Proposal
RFQ	Request for Qualifications
RB	Rotary Bahamas
RMI	Rocky Mountain Institute
SSRG	Small-Scale Renewable Generation

I. INTRODUCTION

RMI is issuing this Request for Qualifications (RFQ) for interested parties to provide information to qualify for a future tender for Engineering, Procurement and Construction (EPC) services, inclusive of an option for Operation and Maintenance (O&M) services, for three microgrid installations. These installations would include rooftop solar PV and battery energy storage systems (BESS) integrated with the electrical loads at three Abaco schools. The three referenced schools are the Central Abaco Primary School, the Man O War Primary School and the Great Guana Cay School. RMI would be seeking proposals to undertake these projects through the EPC contract modality.

The project is intended to:

- Increase renewable energy penetration in the Abaco grid by the installation of three rooftop solar PV with battery energy storage systems at the Central Abaco Primary School, the Man O War Primary School, and the Great Guana Cay School.
- Reduce each school's consumption of electricity from the grid which is expected to lower the energy costs of the facilities while improving the comfort of students and faculty.
- Provide an environmentally friendly source of energy to the schools.
- Integrate RE and existing technologies in a seamless manner to improve the quality and reliability of electricity services at the three schools while maximizing the efficiency of the joint systems.
- Increase the energy resilience of the three schools thereby minimizing interruptions to school operations due to electricity outages from the utility, Bahamas Power and Light (BPL).
- Enhance hurricane-related services by providing electricity to dedicated sections of the Central Abaco Primary School when used as a hurricane shelter.
- Contribute to The Bahamas's climate change mitigation strategies, outlined as part of The Bahamas' INDC, which aims at incorporating a minimum of 30% renewables into the energy mix by 2033.

Through this RFQ process your company is invited to submit information to be assessed for qualification to participate in the later RFP round.

This RFQ document contains the following information:

- Project Information – Section II
- Qualification Requirements – Section III
- Qualification Form – Annex 1

II. PROJECT INFORMATION

One of six priority areas of the Bahamas National Energy Policy 2013 – 2033 is the development of renewable energy sources such as solar, ocean energy, biofuels, waste-to-energy and wind. The long-term vision for the energy sector is built on ten fundamental elements one of which is: "An energy sector that is environmentally sustainable with significantly increased use of economically viable renewable energy sources".

There are four inter-related goals underpinning the energy policy, all designed to achieve the vision for the energy sector. The achievement of these four goals would lead to the following two results:

(1) Diversification of the country's energy supply mix to achieve greater energy self-sufficiency, optimizing development and utilization of indigenous energy resources.

(2) Taking advantage of emerging technologies that will reduce the country's dependence on fossil fuels and allow for greater use of renewables and other forms of energy.

The Rocky Mountain Institute (RMI) is a nonprofit organization based in Boulder, Colorado that through its Islands Energy Program has been working with utilities and governments in the region to accelerate the transition of regional economies away from fossil fuels to more sustainable forms of energy. In the Bahamas, RMI has been working with Bahamas Power and Light (BPL) and the Government of the Bahamas (GoB) for the past five years to undertake studies and implement sustainable energy projects throughout the country.

RMI has received a grant from the Center for Disaster Philanthropy to install solar PV systems with battery backup at three Abaco schools, namely the Central Abaco Primary School, the Man O War Primary School and the Great Guana Cay School. To ensure the installation of a larger and more impactful system at the largest of the three schools (CAPS),a designated hurricane shelter, RMI seek and secured additional funding from Rotary Bahamas. The project scope includes the installation of a rooftop solar PV system and a battery energy storage system (BESS) at each school integrated with the electrical loads in the three schools.

The Ministry of the Environment and Housing (MoEH) is the national agency responsible for environmental protection and planning. It is also the coordinating ministry with responsibility for overseeing the integrity of the Bahamian environment in order to ensure sustainable development. The MoEH will serve as a procurement partner for this project as it is the ministry responsible for renewable energy and energy efficiency implementation throughout The Bahamas.

The primary objective of the project is to reduce the cost of electricity usage at the schools while providing standby power to the schools during utility grid outages. Since Central Abaco Primary School is also a designated public hurricane shelter this resilient source of backup power would also serve as a source of clean on-site electricity for shelter operations.

Over the past several years energy usage at each school has varied widely from year to year for various reasons. Electricity rates are expected to increase year on year. The goal of offsetting a significant percentage of the electricity usage at each school with renewable energy is expected to be achieved through the installation of the following:

1. Central Abaco Primary School – approximately 60kW of solar PV and an appropriately sized battery energy storage system.
2. Man O War Primary School – approximately 8kW of solar PV and an appropriately sized battery energy storage system.
3. Great Guana Cay School – approximately 8kW of solar PV and an appropriately sized battery energy storage system.

The goal for this RFQ is to identify a short list of bidders from which a service provider would be selected through an RFP process and contracted under an EPC arrangement.

The service provider would be required to undertake detailed engineering, supply all required materials and equipment, secure permits, install and commission the solar PV and battery energy storage systems and maintain the system for a period of two years after commissioning. In addition, the service provider would be required to transfer knowledge to relevant personnel in the specifics of operating and maintaining the systems through an appropriate training exercise.

III. SELECTION CRETIRIA

A selection panel will evaluate and score the RFQ submissions using the following point scales:

EPC:

Evaluation Criteria	**Points**
Submission Completeness / Organisation / Legal	5
Financial Qualifications	20
Service Provider Insurance / Bonding	5
Service Provider Health and Safety	5
Team Experience, Work Approach & Task Description	10
EPC Solar PV plus BESS Microgrid Project Experience/References	40
Key Team Members/Engineering Qualifications	15
	100

III a. Scoring

Evaluators would assess submissions using the evaluation criteria and assign scores accordingly on a scorecard basis. Where appropriate, half marks would be given. The sum of the individual scores would determine the bidder's total score.

Thresholds

An overall threshold of 75-points would initially be in effect. The goal is to invite six to ten bidders to proceed to the RFP stage. The threshold of 75-points may be adjusted to accommodate the RFP invitation goal.

IV. QUALIFICATION REQUIREMENTS

In order to develop a list of qualified firms, RMI requests that bidders complete the attached prequalification form (Annex 1) and include a statement of qualifications related to solar PV, battery storage and solar PV plus battery storage microgrid projects. The completed prequalification form and statement of qualifications are requested by 11:59 PM December 11, 2020. All submissions received after the deadline will be rejected.

The completed prequalification form and statement of qualifications should be sent in PDF format to the following two email addresses olewis.contractor@rmi.org and fneverson.contractor@rmi.org, with subject: **RMI Abaco School Microgrids Project RFQ.**

Materials provided will be shared with MoEH and Rotary Bahamas for the purpose of evaluating qualifications and determining eligibility to bid on the upcoming Abaco School Microgrids Project. Once the final bidders list for the RFP is determined each respondent to the RFQ would be notified as to whether or not they qualify to advance to RFP stage.

Annex 1-Prequalification Form

Rocky Mountain Institute
Annex 1 - ABACO SCHOOL MICROGRIDS PROJECT
EPC PRE-QUALIFICATION FORM

1.0 Organisation

1.	Company Name	
2.	Company Website	
3.	Main Contact Name, Branch Office Address, Telephone Number and e-mail	

2.0 Type of Business Organisation

NB: Please provide certified copies of original documents defining the legal status, registered office, and principal place of business as well as written confirmation of power of attorney of the signatory of the bid to commit the bidder.

2.1 CORPORATION

1.	Location of Corporation	
2.	Date of incorporation	
3.	Chief Executive (or equivalent) Officer's Name	
4.	Does the company have Perpetual Corporate Existence? ___ YES ___ NO If NO, what is the end date of the Company?	
5.	Parent Company, if any	
6.	Parent Company Location and date of incorporation	

2.2 PARTNERSHIP/LIMITED PARTNERSHIP

1.	Location Partnership Formed	
2.	Date of Formation	
3.	Term of Partnership	
4.	Partners' Names, Addresses and Interests Held	

2.3 SOLE PROPRIETORSHIP

1.	Years in Business:	
2.	Name(s) under which you do business:	

2.4 COUNTRY(IES) IN WHICH LICENSED TO DO BUSINESS

1.	National/Nationwide or List Countries:	

2.5 PROJECT/JOBSITE INFORMATION

1.	Have you ever been asked to withdraw from a jobsite?___ YES ___ NO If yes, when, where, why?:

2.6 VALID TAX COMPLIANCE CERTIFICATE

1.	Have you a valid Tax Compliance Certificate for the countries listed in 2.4 above? ___ YES ___ NO If yes:	
	Tax Compliance Certificate Number & Country	

3.0 Banking Information

1.	Name of Institution	
2.	Address	
3.	Telephone	
4.	Contact Name/Title	

NB: Please provide a letter giving Rocky Mountain Institute authority to seek references from the Bidder's bankers

4.0 Bonding Information

1.	Name of Bonding Company	
2.	Address	
3.	Contact Name/Title	
4.	Telephone	
5.	E-mail	
6.	Bonding Capacity in US$	

5.0 Insurance Information

1.	Insurance Company	
2.	Address	
3.	Telephone	
4.	Contact Name/Title	
5.	Agent Name, City, Phone	
6.	Types and Amounts of Insurance Coverages:	

6.0 Financial Information

1.	Has the company or any of its affiliated companies, officers, directors, or partners ever been declared insolvent, filed a petition in bankruptcy and/or had a receiver appointed? ___ YES ___ NO If yes, when, where	

7.0 References

7.1 PROJECT EXPERIENCE – EPC SOLAR PV / BATTERY STORAGE / SOLAR PV+BATTERY STORAGE MICROGRID

NB: References from solar PV plus battery storage microgrid projects will score higher than solar PV only or battery storage only projects.

Provide descriptions of 4 reference EPC projects delivered in the past five (5) years:

1.	**PROJECT 1 - SOLAR PV/ STORAGE/ SOLAR PV + BATTERY STORAGE MICROGRID**	
	Project Name	
	Project Location	
	Project Type (PV, BESS, PV + BESS)	
	Owner's Name/Location	
	Owner's Contact	Name:
		Address:
		Phone/e-mail:
	Engineer	Company Name:
		Location:
		Contact Name/Phone/e-mail:
	Contract Amount	$
	Type of Contract (i.e., firm lump sum, cost plus, unit price, etc.) & Completion Date	
	Description of Work Performed (PV & BESS Capacities; Roof, ground or carport PV; Battery chemistry; AC or DC coupling)	

2.	**PROJECT 2 - SOLAR PV/ STORAGE/ SOLAR PV + BATTERY STORAGE MICROGRID**	
	Project Name	
	Project Location	
	Project Type (PV, BESS, PV + BESS)	
	Owner's Name/Location	
	Owner's Contact	Name:
		Address:
		Phone/e-mail:
	Engineer	Company Name:
		Location:

		Contact Name/Phone/e-mail:
	Contract Amount	$
	Type of Contract (i.e., firm lump sum, cost plus, unit price, etc.) & Completion Date	
	Description of Work Performed (PV & BESS Capacities; Roof, ground or carport PV; Battery chemistry; AC or DC coupling)	

3.	**PROJECT 3 - SOLAR PV/ STORAGE/ SOLAR PV + BATTERY STORAGE MICROGRID**	
	Project Name	
	Project Location	
	Project Type (PV, BESS, PV + BESS)	
	Owner's Name/Location	
	Owner's Contact	Name:
		Address:
		Phone/e-mail:
	Engineer	Company Name:
		Location:
		Contact Name/Phone/e-mail:
	Contract Amount	$
	Type of Contract (i.e., firm lump sum, cost plus, unit price, etc.) & Completion Date	
	Description of Work Performed (PV & BESS Capacities; Roof, ground or carport PV; Battery chemistry; AC or DC coupling)	

4.	**PROJECT 4 - SOLAR PV/ STORAGE/ SOLAR PV + BATTERY STORAGE MICROGRID**	
	Project Name	
	Project Location	
	Project Type (PV, BESS, PV + BESS)	
	Owner's Name/Location	
	Owner's Contact	Name:
		Address:
		Phone/e-mail:
	Engineer	Company Name:
		Location:

		Contact Name/Phone/e-mail:
	Contract Amount	$
	Type of Contract (i.e., firm lump sum, cost plus, unit price, etc.) & Completion Date	
	Description of Work Performed (PV & BESS Capacities; Roof, ground or carport PV; Battery chemistry; AC or DC coupling)	

NB: Please provide a reference letter from Owner for at least two of the projects listed above.

7.2 EPC ENGINEERING

Engineering

1.	List the solar PV/storage industry design tools and versions that you have licensed products to use:		
2.	How many of the following resources do you have dedicated to renewable energy project engineering/design, procurement and management and how many years of industry experience do they have on average?		
	Professionals (by discipline):	No.:	Average years of industry experience:
	Solar PV Design		
	BESS Design		
	Electrical Design		
	Other Disciplines		
	Project Managers		
	Procurement Professionals		
3.	Provide a copy of your Company Engineering/Design Quality Control process.		
4.	Provide recent examples that your Engineering/Contractor Team performed for Solar PV/storage project work in the *Caribbean*.		

7.3 PERSONNEL

Provide a list of field management and supervisory personnel with qualifications and length of time in your employ (include resumes).

7.4 SUBCONTRACTORS

What portion of your contracts do you typically subcontract? _____%

7.5 EQUIPMENT

Provide a list of relevant assessment and test equipment available (indicate owned or rented and quantity).

7.6 SCHEDULING

1.	What method of scheduling do you use in administering and monitoring construction projects (e.g. Microsoft Project, Excel, Visio, PeopleSoft, GigaPlan, etc.)? List computer software utilized:	

7.7 COMPLETION SCHEDULE

In the past three (3) years, how many of your solar PV/BESS/microgrid projects have taken more time than the agreed Owner's completion schedule? _____

8.0 Health and Safety Information

Does your company have a written Environmental, Health & Safety (EHS) Program? ____Yes ____No

If yes, please provide a copy as an attachment.

Please provide safety record data or information and comment on any areas of your company's EHS program and policies that you feel will be appropriate in our evaluation.

9.0 Financial Statements

NB: Any company whose financial statements are provided would have to be a party to the EPC contract with RMI

Attach a copy of the most recent full year financial statements which must include:

- Audited statements including independent auditor's opinion
- Annual revenue
- Cash on hand

10.0 Legal

Litigation

1.	Has there been any litigation between your company and any governments and/or companies? ___ YES ___ NO If yes, list Court, Case Name and Number	

11.0 Conflict of Interest

Please provide a statement establishing that the Bidder (including all members of a joint venture) are not associated, nor have been associated in the past, directly or indirectly, with any member of BPL having responsibility for preparing or having knowledge of specifications and other bidding documents for these services.