



Virgin Islands Water and Power Authority Request for Proposal

Terms of Reference for PV Interconnection Power System Studies for St. Croix, USVI

PROCUREMENT DOCUMENTS AND PROFESSIONAL GENERAL CONTRACT TERMS

PR-11-22

November, 2021

The matters set forth in this Request for Proposal (“RFP”) are not intended to and do not constitute a binding offer or agreement of any party or establish any obligation of any party with respect to the subject matter of this RFP. This RFP may not be relied upon by any party as the basis for a contract by estoppel or otherwise. A binding agreement will arise only upon the negotiation, execution and delivery of mutually satisfactory definitive agreements and the satisfaction of the conditions set forth therein, including completion of due diligence and the approval of such agreements by the respective governing body(ies) and management of each party, which approval shall be in the sole subjective discretion of the respective governing body(ies) and management.

TABLE OF CONTENTS

I. INTRODUCTION	2
II. GENERAL CONTRACT REQUIREMENTS	3
III. STATEMENT OF WORK	15
VI. TIMELINE	24
V. PROPOSAL EVALUATION CRITERIA	24
VI. OFFEROR'S QUALIFICATION STATEMENT	27
VII. OFFEROR'S PROPOSAL FORM	30
VIII. ITEMIZED PROPOSAL TABLE	33

ATTACHMENT LIST:

EXHIBIT A:	PROFESSIONAL GENERAL CONTRACT TERMS (FEDERAL) INSURANCE REQUIREMENTS
EXHIBIT B:	FEMA/HUD GENERAL PROVISIONS
EXHIBIT C:	VI BUREAU OF INTERNAL REVENUE TAX LETTER
EXHIBIT D:	DAVIS-BACON
EXHIBIT E:	DBE/SBA BUSINESS LISTING

I. INTRODUCTION

The Virgin Islands Water and Power Authority (“VIWAPA” or the “Authority”) is an autonomous government agency that owns and operates two (2) Power Generating Facilities. The Richmond Power Plant located on St. Croix and the Randolph Harley Power Plant located on St. Thomas both supply the entire territory with continuous, dependable energy. Generating units include combustion and steam turbines powered with fuel oil or propane, as well as solar power facilities owned by independent power producers (IPPs) and customers with rooftop solar. In addition, VIWAPA is always endeavoring to increase reliability and efficiency of both facilities to provide the best service.

This project consists of 18 MW (AC) solar generation at Adventure Hill and 20MWh of Battery Energy Storage System (BESS) at Midland (Willock) Substation, necessary lines and equipment to connect these energy resources to the island’s existing electrical system, and the ability to microgrid a portion of western St Croix. Critical facilities included within the microgrid are listed below.

Solar panels shall be high-efficiency industrial grade photovoltaic (PV) technology. The Midland BESS and solar portion of this project will connect to the island’s electrical system at the Willock Substation at 25kV. Along with system benefits described below, both the solar and BESS will be used to provide temporary power to the proposed microgrid area, which will support the Western portion of St. Croix during emergency conditions.

After the hurricanes of 2017 that destroyed the electrical infrastructure, the plan to diversify the Authority's generation capacity was expedited. The plan includes the development and design of distributed generation, solar photovoltaic system, wind energy resources, energy storage and microgrid opportunities for public, commercial, and industrial customers.

To ensure system resilience, design criteria shall require that all structures, supports, and enclosures housing system components withstand category-five hurricane winds, earthquake seismic zone-four conditions, and flooding. Solar generation design shall require high-efficiency industrial grade panels rated for 200 mph winds.

The project provides zero-fuel-cost power, thus minimizing environmental impact and maximizing operational efficiency and resiliency. Added benefits of the project include a significant reduction in environmental impact, lower cost of power production, improved system reliability, and hazard mitigation to the listed critical loads. This project aids in aligning the Authority with the Territory’s initiative to reduce its dependence on fossil fuels.

The Authority is seeking proposals from qualified individuals or engineering firms to develop a Solar Photovoltaics (PV) Interconnection Study that provides a model of the impacts of increased penetration of solar energy on VIWAPA's electric utility grid on the island of St. Croix and provide guidance on what capital upgrades to the grid may be required to support the proposed increased penetration, including grid scale BESS . The outcomes must include a comprehensive report and clear action plan to lead VIWAPA in the development of at least a total of 18MW from one site, and sufficient information to guide VIWAPA's interconnection and operation requirements.

The Federal Emergency Management Agency (FEMA) has recently approved funding for VIWAPA to engineer and install a solar-battery-diesel microgrid on the island of St. Croix to maximize energy resilience and further support renewable energy transition for the Territory.

The goal of this consultancy is to analyze the impact of 18MW of new solar PV and a 10MW/20MWh BESS installation to the VIWAPA grid on St. Croix.

It is anticipated that this project will be Federally funded by the FEMA 404 Hazard Mitigation Grant. The successful Offeror shall be responsible for compliance with all applicable federal laws, rules, and regulations, contract terms, conditions and provisions applicable to the federal funding for this project and or other related requirements. The successful Offeror must not be debarred from working on federal contracts.

This Request for Proposal (RFP) will be publicly solicited on the Authority's website, www.viwapa.vi, ODR's Website, Daily News, The Avis and through a constructed Offerors list.

All interested parties must formally request the RFP through Contract Administration department at email address, contractservices@viwapa.vi

II. GENERAL CONTRACT REQUIREMENTS

1. ALL PROPOSAL RESPONSES SHALL ADHERE TO THE REQUIREMENTS OF THE AUTHORITY'S PROPOSAL REQUEST AND THE AUTHORITY'S PROFESSIONAL GENERAL CONTRACT TERMS. THOSE REQUIREMENTS IN THE RFP PERTAINING TO THE OFFEROR'S RESPONSIBILITY FOR TAXES, AND INSURANCE, ARE OF PARAMOUNT IMPORTANCE TO THE AUTHORITY AND SHALL APPLY, UNLESS EXPRESSLY WAIVED IN WRITING BY THE AUTHORITY.

THE OFFEROR'S RESPONSE MUST EXPRESSLY STATE THE TERMS AND CONDITIONS OF THE AUTHORITY'S PROFESSIONAL GENERAL CONTRACT TERMS (Federal) ATTACHED HERETO AS **EXHIBIT A**, TO WHICH THE OFFEROR TAKES EXCEPTION. UNLESS EXPRESSLY

ACCEPTED BY THE AUTHORITY IN WRITING, NO EXCEPTION SHALL BE DEEMED TO BE ACCEPTED. THE AUTHORITY RESERVES THE RIGHT DEPENDING ON THE STATED EXCEPTION TO CONSIDER ANY PROPOSAL NON-RESPONSIVE AND NOT SUBJECT TO FURTHER CONSIDERATION.

ALL PROPOSAL RESPONSES SHALL ALSO COMPLY WITH THE TERMS AND CONDITIONS OF FEMA GENERAL PROVISIONS WHICH APPLY WHEN ANY PORTION OF FUNDING IS DERIVED FROM FUNDS ISSUED BY FEMA. A COPY OF FEMA/HUD GENERAL PROVISIONS IS ATTACHED HERETO AS **EXHIBIT B**.

ALL QUESTIONS AND INQUIRIES REGARDING ANY MATTER AFFECTING THE PROPOSAL RESPONSES MUST EXCLUSIVELY BE DIRECTED, IN WRITING, TO THE AUTHORITY'S MANAGER OF CONTRACT ADMINISTRATION, MS. NICOLE M. AUBAIN.

2. ALL RFP'S IN THEIR ENTIRETY ARE QUALIFIED BY THE FOLLOWING GENERAL REQUIREMENTS:

ALL COSTS AND EXPENSES ASSOCIATED WITH DEVELOPING AND/OR SUBMITTING A PROPOSAL IN RESPONSE TO AN RFP AND/OR ANY RELATED ACTIVITY FOLLOWING THE SUBMISSION OF ANY SUCH PROPOSAL SHALL BE BORNE BY THE OFFEROR. WHILE VIWAPA HAS ENDEAVORED TO SUPPLY USEFUL INFORMATION IN AN RFP, IT MAKES NO REPRESENTATION OR WARRANTY, EXPRESSED OR IMPLIED, AS TO THE ACCURACY OR COMPLETENESS OF ANY INFORMATION CONTAINED HEREIN OR OTHERWISE PROVIDED TO ANY OFFEROR BY, OR ON BEHALF OF VIWAPA.

VIWAPA SHALL HAVE NO LIABILITY RELATING TO OR ARISING FROM ANY SUCH INFORMATION OR THE USE THEREOF. OFFERORS ARE ENCOURAGED TO CONDUCT THEIR OWN INVESTIGATION AND ANALYSIS OF ANY AND ALL INFORMATION CONTAINED HEREIN OR OTHERWISE PROVIDED BY OR ON BEHALF OF VIWAPA. THE RFP IS NOT AN OFFER OR COMMITMENT AND IS NOT CAPABLE OF BEING ACCEPTED TO FORM A BINDING AGREEMENT.

VIWAPA RESERVES THE RIGHT, IN ITS SOLE DISCRETION, TO WITHDRAW OR MODIFY THE RFP AT ANY TIME, TO ACCEPT OR REJECT ANY OR ALL PROPOSALS FOR ANY REASON, TO WAIVE ANY IRREGULARITIES OR INFORMALITIES IN THE PROPOSAL PROCESS OR ANY NONCONFORMANCE WITH THE REQUIREMENTS OF THE RFP, AND TO ENTER INTO FURTHER DISCUSSION OR INTERVIEWS WITH ANY ONE OR MORE OFFERORS.

GENERAL CONTRACT REQUIREMENTS:

The Authority's Professional General Contract Terms with Federal Requirements shall be applicable to all Contracts with the Offeror. The Offeror's response must expressly

state those provisions of the Authority's Professional General Contract Terms with which the Offeror does not agree. The Authority reserves the right to reject any exceptions, or consider any exceptions taken to the General Contract Terms and Conditions to be unresponsive and not subject to further consideration.

TAXES:

The Price proposed by Offeror shall be the total consideration, inclusive of taxes, if applicable. The Offeror, if awarded the Contract, may be subject to Virgin Islands gross receipt taxes; excise taxes, import taxes or custom duty, depending on the nature of the scope of work. All taxes are the responsibility of the Offeror unless exempt by law. The Offeror is advised to contact the Virgin Islands Bureau of Internal Revenue ("IRB"), (340) 715-1040, for information on their tax obligations. Neither the Authority, nor its employees or representatives, shall be responsible or liable due to any inquiries or representations regarding the Offeror's tax liability.

To the extent an Offeror claims an exemption from any applicable Virgin Islands Tax or custom duty, Offeror must, upon contract execution, present the Authority documented evidence from IRB or other Virgin Islands Government Department establishing that the Offeror is not responsible for taxes.

Pursuant to 33 V.I.C. § 44(a)(b) of the Virgin Islands Code, as amended, the Government of the Virgin Islands and its instrumentalities, agencies and public corporations are required, when making a payment to any person, partnership, firm corporation or other business association that is subject to the payment of gross receipt taxes under the law, to deduct and withhold from such payment, gross receipt taxes as required by law at 33 V.I.C. § 43(a). Payment for the purposes of withholding is defined by law as:

1. any single payment of at least \$30,000
2. any payment pursuant to a contract providing for a total expenditure of \$225,000 or more.

In Contracts where the Offeror/Contractor will provide to the Authority, equipment, supplies, materials or parts (the "Materials") which are to become the property of the Authority and where such Materials are subject to custom duties and/or excise taxes ("Taxes"), those Materials must be consigned to the Authority at a port other than the Virgin Islands. Provided however that the Offeror shall retain the risk of loss for the Materials until the scope of work of the contract is completed or accepted. The Offeror shall provide insurance against loss or damage to the Materials while in transit in the amount of 100% of the value of the Materials provided for the benefit of the Authority.

Attached please find further direction from the Virgin Islands Bureau of Internal Revenue regarding tax obligations for contractors working in the Virgin Islands identified as **Exhibit C**.

BUSINESS LICENSE:

Offeror must comply with the licensing laws of the Virgin Islands and obtain all licenses required for the performance of the project. Licenses presented by the Offeror must be related to the work being performed pursuant to the Contract. The Offeror is advised to contact the Department of Licensing and Consumer Affairs ("DLCA") at (340)774-3130 for information on the requirements for obtaining a business license, information on whether their operation requires or does not require a business license, or to obtain a waiver of the business license requirement if a waiver is applicable to their services. Should Offeror wish to claim that the scope of the services being provided do not require it to obtain a business license, Offeror must present to the Authority documented evidence from DLCA that the Offeror is not required to obtain a business license.

Copies of all necessary and applicable license(s), or copy of a business license waiver shall be obtained by the Offeror and copies presented to the Contracting Officer concurrent with the execution of the Contract. Additionally, Offeror must supply the Authority with its taxpayer identification number. Failure by Offeror to present its license(s) prior to execution of the contract or within such other reasonable time as agreed to by the parties may be grounds for the Authority to rescind the Contract.

At contract execution any Offeror that does not possess the following:

- a) a business license, or**
- b) a waiver letter from DLCA that a business license is not required, or**
- c) evidence, subject to verification, that an application for a business license has been submitted to DLCA for processing may, at the Authority's sole discretion, have the contract award rescinded.**

INSURANCE:

The Offeror is required to obtain and maintain in effect insurance coverage pursuant to **Exhibit A**, Clause 14 of the Professional General Contract Terms with Federal requirements, whichever terms are applicable. In addition, the Offeror shall submit proof of insurance coverage to the Manager of Contract Administration upon award of the Contract.

Failure to provide the required insurance as requested shall be grounds to rescind the Contract. If required, Offeror shall obtain Errors and Omission Liability Insurance in an amount not less than \$2,000,000.00.

FEDERALLY FUNDED PROJECTS:

A. The Federal Law requires that all contractors performing work on projects involving federal funds must be vetted to determine if they have been suspended or debarred from submitting a proposal on Federal Government Projects. Before a proposal may be submitted on federally funded projects, Offeror needs to obtain a Dun & Bradstreet, or D-U-N-S, Number, a unique nine-digit identification number for each physical location of your business. D-U-N-S Number assignment is free for all businesses required to register with the federal government for contracts or grants. When submitting a proposal, Offeror must provide their Data Universal Numbering Systems Number (DUNS) at the time of submission of their proposal or upon contract execution.

Where federal funds are used for payment of contract services, contractors that are serving an active suspension, or are currently debarred by the Federal Government from the federal procurement process will not be allowed to participate in the Authority's procurement process. Any proposal submitted by an excluded contractor shall not be eligible for consideration, nor shall a debarred or suspended contractor be allowed to serve as an individual surety. Further, the Authority shall not award a contract to a contractor that subcontracts any portion of the Authority's work to any firm, company, individual or corporation that is serving an active suspension or is currently debarred by the Federal Government. During the procurement process, the Authority will check the System Award Management ("SAM"), a Federal Government owned and operated free website that consolidates the capabilities in Central Contractor Registration (CCR)/FedReg, Online Representations and Certifications Applications (ORCA) and the Excluded Parties List System (EPLS) to determine if contractors or any of its subcontractors have been debarred or suspended.

The Authority will make semi-annual checks on SAM to verify that all contractors that are performing work on federally funded projects of the Authority are in good standing and have not been suspended or debarred. All verification attempts shall be documented. If after contract award or during the performance of any contract, it is found that a contractor has been debarred or suspended, any active contract(s) of an excluded contractor will be terminated for default or for convenience under separate provisions of the contract.

B. DAVIS BACON ACT REQUIREMENTS

In instances where Federal funds are utilized for the payment of the Scope of Work, the Contractor shall comply with the Davis Bacon and Related Acts (DBRA). These regulations can be found in-part from the Code of Federal Regulations (Title 29 CFR, parts 1,3,5,6 and 7).

The Davis-Bacon Act requires that all contractors and subcontractors performing work on federal contracts (and contractors or subcontractors performing on federally assisted contracts under the related Acts) in excess of \$2,000 pay their laborers and mechanics not less than the prevailing wage rates and fringe benefits listed in the Davis-Bacon Wage Rate Determination for corresponding classes of laborers and mechanics employed on similar projects in the area. Davis-Bacon labor standards clauses must be included in covered contracts.

Prevailing wages are computed by the Department of Labor (DOL) and are issued in the form of a Federal Wage Decision. This decision includes a Wage Rate Determination for each work classification listed by construction type, for each county where work is performed. Each contractor and subcontractor hired must sign a contract which includes the Federal Wage Decision listing and a Wage Determination for its employees by worker classification.

Attached as **Exhibit D** to the RFP is a Notice of Federal Guidelines related to the Davis-Bacon Act and its requirements.

CONFLICT OF INTEREST

An Offeror submitting a proposal must certify that it has familiarized itself with the provisions of Title 3, Chapter 37 of the Virgin Islands Code pertaining to conflicts of interest and has no interest and will not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of its obligations, if awarded a contract under this RFP. An Offeror submitting a proposal must certify that:

- no officer, agent, or employees of the Virgin Islands Water and Power Authority or any member of the Authority's Governing Boards has a pecuniary interest in the proposal;
- the proposal is made in good faith without fraud, collusion or connection of any kind with any other Offeror for the same request for proposals; and
- the Offeror is competing solely on its own behalf without connection with or obligation to any undisclosed person or firm.

The Offeror must also describe any contractual or other business relationship with the Virgin Islands Water and Power Authority or any of its employees, officers or members of the board, including the value of the contract or business relationship, entered into during the last five (5) calendar years.

Offeror, and any of their contractors, shall notify VIWAPA as soon as possible if the proposed scope of work or any aspect related to the anticipated work raises an actual or potential conflict of interest (as defined at 2 C.F.R. Part 215 and 24 C.F.R. § 85.36 (or 84.42, if applicable)).

Offeror and its subcontractors shall explain the actual or potential conflict in writing in sufficient detail so that VIWAPA is able to assess such actual or potential conflict. Offeror and any of its subcontractors shall provide VIWAPA any additional information necessary for VIWAPA to fully assess and address such actual or potential conflict of interest. Offeror and its subcontractors shall accept any reasonable conflict mitigation strategy employed by VIWAPA including but not limited to the use of an independent subcontractor(s) to perform the portion of work that gives rise to the actual or potential conflict. A violation of this requirement may result in the rescinding of a contract award or termination of the contract.

DRUG AND ALCOHOL TESTING FOR CONTRACTOR EMPLOYEES

The use of drugs, alcohol, and unauthorized substances are prohibited on all of the Authority's business locations, power generating, transmission and distribution, and potable water facilities, workplaces, worksites, and parking areas (hereinafter "Premises").

- Drugs are any drug or controlled substance which is not legally obtainable under both local and/or federal law, including but not limited to marijuana, opiates, PCP (phencyclidine), cocaine, heroin, amphetamines, barbiturates, benzodiazepines, narcotics, hallucinogens, inhalants, designer drugs, and/or any substances and/or paraphernalia that are prohibited by federal or local law.
- Unauthorized substances are over-the-counter or prescription drugs that are used, possessed, purchased, transferred, dispensed, or distributed in the manner outlined below:
 - a. prescription drugs that are not prescribed and/or prescribed on an invalid prescription;

- b. prescription drugs that are prescribed at non-therapeutic levels or used in a manner or quantity other than as set forth in the prescription;
 - c. over-the-counter drugs in a manner or quantity other than set forth in the directions; or
 - d. over-the-counter or prescription drugs in a manner that contradicts the direction or instructions for use.
- Alcohol is defined as a colorless volatile flammable liquid that is produced by the natural fermentation of sugars and is the intoxicating constituent of wine, beer, spirits, and other drinks.

All Contractors (and their subcontractors or agents) that furnish temporary employees that work alongside VIWAPA employees or that are assigned to work at any VIWAPA worksite must have a Drug, Alcohol, and Unauthorized Substance Testing Policy for their respective employees, which policy shall include reasonable suspicion and post-accident testing.

In the event a Contractor, its agent or subcontractor do not have a Drug, Alcohol, or Unauthorized Substance Testing Policy, the Contractor, its agent or its subcontractor shall apply the Authority's Drug, Alcohol, and Unauthorized Substance Policy, approved April 26, 2016, and shall confirm in writing, to the Authority's Project Manager, within ten (10) work days after the effective date of the contract that its employees and employees of its agents or subcontractors have been notified of and instructed on the Authority's Policy requirements. Failure by the Contractor, or its agent, or subcontractor to have a Drug, Alcohol, or Unauthorized Substance Testing Policy and to present evidence of such upon contract execution, or to agree to use the Authority's policy in the event they do not have a policy of their own; or to verify in writing their employees have been trained on the Authority's policy may be grounds to rescind the contract award or terminate the contract.

The Authority reserves the right to notify the Contractor if the Authority suspects that the Contractor's employee, agent or subcontractor employee is in violation of the Contract or the Authority's Drug, Alcohol, and Unauthorized Substance Policy. If notified, the Contractor shall immediately invoke reasonable suspicion or post-accident testing. The Contractor shall provide the Authority with a written report advising of the results of the testing, its investigation into the Authority's complaint and the status of the employee involved in the investigation. Any Contractor employee, or employee of a subcontractor, or agent that fails a drug, alcohol, or substance abuse test shall not be allowed to return to the Authority's Premises until the Contractor provides

written verification to the Authority that the employee has passed a subsequent test and is appropriately rehabilitated. Provided however, the Authority may require the removal from the jobsite any employee of a Contractor or subcontractor or agent if in the judgment of the Contracting Officer such removal is necessary to protect the interest of the Authority.

A copy of the Contractor, Subcontractor or Agent's Drug, Alcohol, and Unauthorized Substance Policy must be presented upon contract execution.

UTILIZATION OF SMALL, MINORITY AND WOMEN'S OWNED ENTERPRISES

(a) The non-Federal entity must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible.

(b) Affirmative steps must include:

(1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;

(2) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;

(3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;

(4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;

(5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and

(6) Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (b)(1) through (5) of this section.

For work performed in the Virgin Islands, Contractor shall utilize in the procurement of a subcontract for goods and services, the attached listing of DBE/ SBS business (**Exhibit E**).

COMMUNICATION WITH AUTHORITY BOARD MEMBERS / EMPLOYEES / EVALUATION COMMITTEE MEMBERS

To preserve the integrity of the procurement process, and unless otherwise instructed, all communication, written or oral, regarding any RFP, must be submitted through the Authority's Contract Services Manager. Any direct contact made by an Offeror with the Authority's Board Members, Officers, Directors, employees or the members of the Authority's Evaluation Committee concerning the procurement in an attempt to influence the procurement is prohibited and may be grounds for disqualification.

CONFIDENTIALITY

Offerors are advised that any and all materials, information and documentation in any proposal submitted in connection with an RFP may become a record of the Authority and may be subject to the provisions of Title 3 V.I.C. § 881, et seq. (Public Records Act). The Public Records Act requires disclosure of public documents upon request of any citizen unless the public document is deemed to be confidential or otherwise exempted by law. To date no court of law has ruled on the application of this law to independent instrumentalities such as the Authority.

"Confidential Information" includes all technical business, personnel, taxpayer or other information including customer or client information and details of customer accounts, however, communicated or disclosed to the receiving party or its employees, relating to past, present and future research, development and business activities of the disclosing party and that has been identified as "confidential".

Both parties agree: (i) that the receiving party and its employees may disclose Confidential Information to others if required by law or with the prior written consent of the disclosing party; (ii) not to make use of Confidential Information other than for the performance of this Agreement; and (iii) that it will not use such information for its own advantage to the detriment of the disclosing party or its customers. Confidential information shall not include information which: (i) becomes generally available to the public (other than by the acts or omissions of the receiving party or its employees); (ii) was known prior to the date of this Agreement by "or becomes known to" the receiving party or its employees and was not obtained from any person under any obligation of confidentiality to the disclosing party, (iii) is independently developed by the receiving party; or (iv) is required to be disclosed pursuant to legal process or regulation.

CONTRACT EXECUTION

The final contract sent to the Offeror for execution must be signed and returned to the Division of Contract Administration within seven (7) business days of receipt. Failure by the Offeror to return the executed contract within the stated time may result in the contract award being rescinded. It is the responsibility of the Offeror to timely advise the Authority of any issues affecting contract execution so that the parties may discuss additional time for execution.

NOTICE TO PROCEED

The Notice to Proceed contains the commencement date of the contract work. The Notice to Proceed form must be executed and a copy presented to the Manager of Contract Administration prior to the final execution of the contract by the Authority's Contracting Officer.

NON-DISCRIMINATION

No person shall be excluded from participating in, be denied the proceeds of, or be subject to discrimination in the performance of the contracted services on account of race, creed, color, sex, religion, disability or national origin.

DEBARMENT CERTIFICATION

By execution of this contract, the Offeror certifies that it is eligible to receive contract awards using federally appropriated funds and that it has not been suspended or debarred from entering into contracts with any federal agency. The contractor shall include this provision in each of its subcontracts hereunder and shall furnish its subcontractors with the current "LIST OF PARTIES EXCLUDED FROM FEDERAL PROCUREMENT OR NON-PROCUREMENT." In the event the Offeror or any subcontractor misrepresents its eligibility to receive contract awards using federal funds, the Offeror or subcontractor agrees that it shall not be entitled to payment for any work performed under this contract or any subcontract and that the Offeror or subcontractor shall promptly reimburse the Virgin Islands Water and Power Authority for any payment(s) heretofore made.

PROPOSAL SUBMITTAL

All proposals must be electronically submitted in PDF format and transmission must be fully completed as outlines in procurement invitation letter.

The signed cover letter must be submitted with your response and addressed to the following address and email:

Nicole M. Aubain
Contract Administration Manager
Virgin Islands Water and Power Authority
9720 Estate Thomas, 3rdFloor
Al Cohen Plaza St. Thomas, VI 00802
Email: contractservices@viwapa.vi

FAXED RESPONSES, MISDIRECTED RESPONSES AND LATE RESPONSES WILL NOT BE ACCEPTED.

SEE COVER LETTER FOR DATE AND TIME OF PROPOSAL SUBMITTAL. OFFEROR SHALL INDICATE IN ITS PROPOSAL THAT IT HAS FULLY SATISFIED ITSELF WITH RESPECT TO THE SCOPE OF WORK AND SPECIFICATIONS.

OFFEROR SHALL FURNISH EVIDENCE OF PRIOR SATISFACTORY WORK EXPERIENCE IN COMPARABLE WORK DISCIPLINES IN ITS PROPOSAL.

1. Pricing should be submitted on a firm basis without escalation for the duration of the contract from the date of the Notice to Proceed. Pricing shall be inclusive of all taxes and expenses necessary for the contractor to perform the work. Pricing must be submitted as requested with no additions or exceptions. Payment of invoices will be subject to satisfactory performance and acceptance of work by the Authority. Payment terms in the contract are anticipated to be net sixty (60) days. The Authority reserves the right to reject all proposals. Each Offeror is required to familiarize himself with the Authority's system. Each Offeror is required to familiarize himself with the physical constraints of roads and vehicular traffic, as it would affect this work, and to familiarize himself with the scope of work and ask any questions prior to responding to this Request for Proposal.
2. In compliance with the Governor of the Virgin Islands directive to limit public gatherings, the Virgin Islands Water and Power Authority will, until further notice, not be holding public proposal openings. Offerors will, however, be provided the opportunity, for a period of up to ten (10) days after the opening of the proposals to review them. Anyone wishing to exercise this option is encouraged to email their request to contractservices@viwapa.vi for viewing after the date set for submission.

A. No mandatory pre-proposal meeting will take place for this project.

B. Questions

Questions regarding the scope of services are to be addressed and emailed to:

Nicole M. Aubain
Contract Administration Manager
Virgin Islands Water and Power Authority
9720 Estate Thomas, 3rdFloor
Al Cohen Plaza St. Thomas, VI 00802
Email: contractservices@viwapa.vi

All questions are to be emailed within the deadline as stated in the proposal invitation letter. Federal and Local Holidays are to be observed. Please indicate any exceptions to the RFP at this time so they may be addressed.

III. STATEMENT OF WORK

TERMS OF REFERENCE

These Terms of Reference relate to consultancy services for the Photovoltaics (PV) and Battery Energy Storage System (BESS) connection studies and BESS optimization analysis for the island of St Croix.

Objectives

The study will analyze the possible electrical system impacts of a proposed 18MW solar PV and a 10MW/20MWh BESS installation to the VIWAPA grid on St. Croix, USVI. The Offeror will also study the optimal parameters of connecting the battery energy storage system for the provision of renewable energy firming, synchronous reserve, frequency support, voltage support and energy shifting when the BESS and the gensets are in isolated microgrid mode.

This interconnection study will provide detailed information regarding any limitations and mitigation actions including the use of battery storage as a grid resource, local solar PV firming solutions and key information regarding operation of a collective microgrid resource. These studies will be used to validate development plans and inform requirements for system designs. VIWAPA will share with the awarded Offeror all relevant data from the existing power system on St. Croix. WAPA will also make available its staff to aid the Offeror in carrying out their assignment in a timely and professional manner.

SCOPE OF SERVICES

The scope of work includes the following analyses which are needed in order to study the impact of the proposed PV plants on the VIWAPA system in different scenarios:

- Load flow calculations (Thermal ratings and Voltage levels to be verified)
- N-1 contingency calculation
- Short circuit calculations
- Transient stability
- Harmonic analysis
- The transformer(s)/cables energization and current in-rush study
- Facility Cost Estimates (new transformers, conductors, regulators etc.)

The scope of work encompasses the following scenarios. These reflect various operational conditions of the grid. Once the operation of the grid is understood with these new PV generation conditions, informed design considerations are included in the scope for required grid upgrades.

In addition to performing the analysis and recommendations, the models developed under this scope of work shall also be provided to VIWAPA.

Table 1. Scenarios for Power Flow Assessments

Scenario Description	Scenario	Existing DERs	Utility Scale Solar PV (MW)	BESS (MW/MWh)
Normal operating conditions; all thermal generation, all feeders on St. Croix operating	1	All	4MW	0
	2	All	4MW existing + 18MW new project	10/20 (preliminary planned size)
Islanded conditions. The solar, BESS and substation are isolated from the rest of the grid and providing capacity and energy to specific distribution segment.	3	Residential Solar / other DERs on relevant feeders contained within the microgrid.	4MW existing + 18MW new project	10/20 (preliminary planned size)

POWER SYSTEM & PV PLANT REPRESENTATION

The main purpose of these analyses is to study the impact of planned PV and BESS plants on the VIWAPA system and to provide equipment verification. The system models generated in this scope and provided to VIWAPA must be accurately developed and updated based on provided data. The proposed PV plants must be represented with all inverters, step up transformers, protection and reactive compensation equipment.

The quality and the level of details within provided data will directly reflect on study output, therefore special attention shall be given to model development and data verification with VIWAPA staff.

LOAD FLOW STUDIES

A load flow (power flow) study of the network is required to ensure that all elements in the system (principally generators, overhead lines, underground cables, switchgear, and transformers) remain within their steady state thermal limits and that the voltage regulation across the network remains within acceptable limits for all network contingent scenarios considered.

Load flow studies shall be undertaken to assess the steady state performance of the system for various combinations of demand, generation, reactive power support conditions to check voltage conditions and thermal ratings. At least four (4) load conditions shall be analyzed for each PV scenario.

Load flow studies shall be done for all scenarios for the following loading conditions for the year 2023 when the solar and batteries are operational.

- Evening peak loading conditions
- Daily peak loading conditions (16h)
- Daily solar maximum loading conditions (13h)
- Minimum loading conditions

Load flow results should be presented in single line diagram and tabular form for all case studies. The minimum and maximum voltages at all network buses shall be tabulated in the summary report. Equipment ratings (if exceeded) shall be highlighted in tabulated report form. Any deviations from the agreed limits would be highlighted and appropriate remedial action recommended.

CONTINGENCY ANALYSIS

An investigation of the power system security shall be performed through contingency analysis for all three (3) scenarios. Load flow calculations shall be performed for single element outages in the distribution grid on St. Croix.

Types of outages that will be analyzed are:

- N-1 single outage of distribution/transmission lines and transformers. This will be performed for additional elements
- Loss of thermal plant
- Loss of largest generator
- Loss of largest load feeder.

The results of this analysis will be used to determine strategies to protect the network in disturbed state.

SHORT CIRCUIT CALCULATION STUDIES

Fault level studies should be carried out using the system model for each PV scenario and compared with the grid without the proposed PV plants to determine the change in fault levels. Three-phase and single-phase fault levels will be calculated at the point of connection and in adjacent buses, and results will be included in the report.

The methodology which will be used for the calculation of short circuit currents should be in accordance with the latest IEC 60909 standard. Three-phase and single-phase fault levels should be calculated with a voltage factor $c = 1.1$ in order to simulate maximum pre-fault voltage conditions. Initial symmetrical short circuit current ($I_{k''}$) will be calculated and the obtained values should be presented in tabular form.

If it is found that three-phase or single-phase fault currents are exceeding relevant operational and security limits, conceptual design solutions should be proposed in terms of selection of adequate additional equipment, grid sectionalizing or insertion of earthing resistors.

TRANSIENT STABILITY STUDY

The Offeror should perform dynamic analyses with the aim of assessing VIWAPA power system stability for disturbances in the power system. It is important to study PV plant stability for external faults on the network to which it is connected. It is assumed that the faults to be studied

will be of a worst case three-phase zero impedance type and will be electrically close to the point of common coupling or within the main export path.

The dynamic model of the plants should be based on standard dynamic library models only, with additional augmentations if necessary. The duration of simulations will be minimum 20s and adjusted according to grid characteristic (system inertia).

Results of simulations will be presented in the form of time domain diagrams of critical quantities (bus voltages, system frequency, active/reactive power flows, generator rotor angle etc.).

All dynamic studies will include, as per minimum the following disturbances:

- Simulate 3ph faults at main substations and calculate critical clearance time for night peak, daily peak and minimum loading conditions;
- Outage of the largest generator for night peak, daily peak and minimum loading conditions; and
- Cloud coverage for PV solar plant.

For all these cases, the Offeror shall show responses of the largest generators. The Offeror shall also fully analyze the responses when the microgrid is operating in islanded mode.

HARMONIC ANALYSIS

The system should be carried out in general compliance with the standards of VIWAPA, and the best international practice applying IEC and IEEE standards (IEC 61000-4-7, 61000-3-2, 50160, IEEE-519, etc.).

The impact of PV plants on external electrical system will be carried out based on:

- Current and voltage harmonic injected at the point of connection
- Current and voltage harmonic injected from PV plant and background harmonic distortion (if provided) at the point of connection and neighboring system nodes.

THE TRANSFORMERS/CABLES ENERGISATION AND CURRENT IN-RUSH STUDY

In order to carry out transformer energization studies, the Offeror should use a high frequency computer model of the power station equipment and adjacent feeders using the Alternative Transients Program (ATP) version of the universally accepted Electromagnetic Transients Program (EMTP) or PSCAD. Using this model switching/energization/inrush current and lightning phenomena can be examined with a view to ascertaining the maximum over-voltages likely to

occur in operation of the plant. Peak over-voltages will be compared with relevant equipment ratings as specified in the IEC insulation coordination standards, IEC 60071-1 & 60071-2.

Specifically, the studies consider the following:

— Voltage depression due to the energization of transformers.

— Voltage increases due to the energization of any reactive power compensation equipment. The above analysis should be performed under maximum and minimum fault level conditions in order to fully assess the dynamic stability. Should any part of the PV plant or the power system experience voltage in excess of its BIL, then the addition of surge arresters or other measures will be investigated in order to achieve compliance with insulation requirements. Specifically, if surge protection measures are necessary to protect substation equipment then relevant studies will be repeated for the worst scenarios to prove that adequate protective margin exists with respect to the BIL of equipment.

BATTERY OPTIMIZATION STUDY

The BESS optimization study should start with a review of the current generation plan and demand forecast for the US Virgin Islands power system on St. Croix. The Offeror will review spinning and non-spinning reserve policy in terms of integration of solar PV. The Offeror shall develop a grid dispatch model for the VIWAPA generation fleet for next five (5) years. This shall serve as a basis for justification of PV penetration, feasibility of BESS and its sizing as well as provide battery optimization (usage, charging/discharging cycle, etc.).

To reach that objective, it is expected that Offeror shall assess two (2) energy storage alternatives:

1. The first scenario consists of the battery storage equipment integrated with the synchronous reserve strategy and capable of covering or compensating all intermittent renewable energy systems; and
2. The second scenario is a battery storage system connected to the 18MW solar power plant and a dedicated substation serving to support the firming of the solar PV and support part of St. Croix as a microgrid in islanded mode.

The Offerors shall study the following:

- Analyze the history of the demand, of solar generation, as well as meteorological data, including the temperature, to determine the level of solar variations to be compensated by battery systems.
- Feasibility for VIWAPA to avoid curtailment of solar and sell the energy at another moment in time (energy time shift)
- Present the advantages/disadvantages of VIWAPA using solar and energy storage for generation purposes.
- Perform a technical-economic analysis of various battery BESS capacities to be considered by VIWAPA including performance and cost estimates in USD \$ MW/MWh.
- Perform a techno-economic analysis comparing the use of battery storage to thermal generation for synchronous reserve purposes.
- Optimize the sizing of the battery in terms of Ah, the required MW of power and its charge/discharge category.
- More specifically, in the context of contribution to the synchronous reserve following a unit loss event, it is also important to:
 - Determine the discharge time of the BESS (Battery Energy Storage System) so that its contribution is optimized with the load. Then, determine the costs for different BESS discharge times to support the decision process.

Regarding the contribution of batteries during the peak period, it is important to determine the energy mix present at the peak of usage and their power levels. Study the contributions of the various sources and analyze the possibility battery energy discharge during the peak period, but also identify other strategic moments where they would represent an operational and/or cost advantage.

More generally:

- Recommend a battery power management system suitable in the context of renewable energy integration and estimate the cost benefits of such a management system.
- Estimate the full costs of the storage system, the connection to the substation and all related works necessary for the implementation of this system in relation to the location of the identified battery solution.

The estimation should consider recent and prospective cost data and electrical demand forecast data.

This study should consider the:

- a. Optimization of PV penetration
- b. Optimization of battery life and of the charge/discharge cycles
- c. Cost of the investment (Capex)
- d. Cost of the operation (Opex)

Recommendations and Justification

For the proposed ground mount solar PV site, provide any required network reinforcements (above and beyond a direct express circuit), and optimum level of solar PV on St Croix in relation to the BESS. For the proposed BESS, provide recommended sizing in power (MW) and energy (MWh) and use cases for the applications considered. Relevant justification shall be provided for the proposed conclusions on location, sizing of the BESS, including findings from the power systems analysis, cost-benefit analyses, business cases, etc. that demonstrate various value streams for VIWAPA.

THE FACILITY COST ESTIMATES

Whether new equipment is required would be informed by the results of the studies and how this relates to the relevant grid code. The results from the studies performed would be used to inform a series of recommendations and conceptual design that outlines what upgrades to the solar farm substation and distribution system are required.

The Offeror will develop a conceptual design of the new interconnection facilities and obtain vendor price quotes for required major equipment items including new circuit(s), transformers, capacitor banks, SVCs and STATCOMS. Balance of system equipment and installation costs will also be estimated using regional industry standard assumptions and local fully burdened labor costs and information provided by VIWAPA.

Should network and other facility upgrades be required for interconnection, the above referenced power system studies will be re-modeled to include such upgrades and to demonstrate that the proposed upgrades remediate any of the identified issues.

Supporting details for the studies contained in this scope:

Impact Studies – Conduct studies and/or adhere to Codes and Standards as noted:

1. Analyzing power flow, short-circuit analyses, protection device coordination, power stability, steady-state and dynamic stability, electro-magnetic transients and spinning reserve to properly evaluate grid stability impacts of the proposed ground mount solar PV system on the grid.
2. The following standards will be applied to studies related to this project, including the ongoing WAPA studies:
 - IEEE Std 1547-2018, IEEE 1547a-2020, IEEE 1547.7-2013 Guide for Conducting Distribution impact studies for Distributed Energy Resource (DR) Interconnection.
3. Islanding Studies:
 - Evaluate bi-directional power flow and ensure voltage regulation is maintained; bidirectional sensing may be needed for all anticipated fault conditions.
 - Evaluate that feeder conductor sizing is acceptable to reverse power flow condition (as applicable / express circuit conclusion).
 - Determine what is needed for parallel operation for connection or restoration to the normal distribution grid (e.g. synch-check, reverse power flow, automatic islanding control, etc.)
4. Fault studies:
 - Check for relay desensitization, report findings.
 - Check/change relay settings as needed, report findings.
 - Check for additional relay protection required, report findings.
5. Stability studies:
 - Check generator-generator-load to assure islanding will be stable, report findings.
 - Demonstrate that islanded systems can deliver power to within parameters established in IEEE Std 1547 (and related IEEE Standards and ANSI C84.1).
 - Demonstrate voltage regulation capabilities of the distributed energy resources (DR).
 - Demonstrate frequency regulation capabilities of the DR.
 - Upon blending of generation sources, demonstrate the voltage and frequencies remain

within acceptable limits.

- Demonstrate switching and other transients are within acceptable limits.

VI. TIMELINE

The Offeror should be prepared to deliver all reports, models, and results within the 160-day period from the execution of the awarded contract.

KEY DELIVERABLES

During the execution of the study, Offeror will prepare the following documents and reports:

- Inception Report / Data and Assumption Verification
- Draft Report
- Final Report

The Study reports will be submitted in electronic form (.pdf) and computer model files handed over to VIWAPA.

Final Report will be produced in English and will include:

- Documentation of all input data
- Calculation results (plots, tables)
- Analysis of the results
- Final recommendations

PRE-CONSULTANCY CONFERENCE

Upon award of Contract, the Authority will schedule a pre-consultancy conference. This conference must be attended by the Contractor and the Contractors' subcontractors (if any), and Authority's representatives. The purpose is to review the project scope, determine the project schedule and discuss issues that may be encountered.

V. PROPOSAL EVALUATION CRITERIA

VIWAPA will evaluate all Proposals that are received in a proper and timely manner to determine whether they meet the submission requirements. Awards are made to the most responsive Offeror that provides the proposal that is most advantageous to VIWAPA, considering such factors as the Offeror's ability to perform the work of the kind involved in the proposal under consideration, the Offeror's past experience, time of delivery, etc. and not solely the lowest price.

VIWAPA, at its sole discretion, will determine which Proposal best satisfies its requirements. All Proposals deemed to be responsive to the requirements of this RFP will be evaluated and scored for technical qualities and price. Proposals that are materially deficient in meeting the submission requirements of this RFP or have omitted material documents may be eliminated from consideration at the sole discretion of VIWAPA. The evaluation process will include separate technical and price evaluations and will be conducted as set forth herein.

VIWAPA Evaluation Committee Panel will establish a shortlist, either through a natural break in scores or a technically viable cut off technical score. The panel will then evaluate the Price Proposals of only those proposals that have made the cut off/it deems technically qualified. Depending on the number of respondents, VIWAPA reserves the right to deviate from this approach.

VIWAPA reserves the right to award contracts based on initial proposals received, without discussions; therefore, the Respondent's initial proposal should contain its best technical and price terms.

The Evaluation Committee Panel is responsible for evaluating all responsive Respondents' submittals. The Evaluation Committee Panel will consider the following criteria:

Evaluation Factors	Total Weighted Points
<u>Technical</u>	
Proposed approach to scope of work	40
Level of experience of the Offeror to conduct this analysis	10
Offeror's experience with similar client island utilities	10
<u>Pricing</u>	
Pricing	40
Total:	100

CONTENTS OF PROPOSAL

The following is a list of information to be included in the written proposal. Failure to comply with all the requirements as outlined, will disqualify the applicant

1.) Company Information:

- Company Background / History
- Name of key personnel with experience of each and length of time in organization
- Electrical Modeling Experience of the individual engineer(s) that will be assigned to this contract
- Highlight of experience with electrical engineering services with similar clients Global / Regionally

2.) Proposed approach to the Scope of Work required: Offeror should outline their approach to completing all of the objectives and deliverables within the timeline allotted.

3.) References: list the Offeror's other clients over the past five (5) years that have used similar electrical engineering and modeling services for PV and battery storage systems.

4.) In the event that the Authority requires additional services within the contractual scope specified herein, please submit along with proposal, a separate rate sheet for labor and service. VIWAPA reserves the right to negotiate with the Offeror on the structure of the billing and fees.

PAYMENT SCHEDULE

VIWAPA is planning to provide the winning Offeror the following payment schedule:

- 1.) First payment of 20% of the contract award after the Inception Report / Data and Assumption Verification accepted and approval
- 2.) Second payment of 60% after the Draft Report is accepted and approved by VIWAPA
- 3.) Third payment of 20% after the Final Report is accepted and approved by VIWAPA

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VI. OFFEROR'S QUALIFICATION STATEMENT

Name of License Holder: _____

Name of Company/DBA (if any): _____

Legal Status: (check one) Corp. _____ LLC _____ Partnership _____ Sole Proprietorship _____

Business Location (office): _____

Mailing Address: _____

Telephone Number: _____ Email: _____

Website address (if any): _____

Number of Years licensed to conduct business _____

Number of Construction Management Services completed in the last 5 Years _____,

Average value of these Contracts \$ _____

Do you have current Liability Insurance Coverage? ☐ Yes ☐ No If yes, value
\$ _____

Have you ever failed to complete a project, been fired and/or sued by one of your clients? _____
(If yes, explain on another sheet, the circumstances and outcome)

Are there or have there been any Claims, Arbitration, Judgments or Liens against you? _____
(If yes, explain on another sheet, the circumstances and outcome)

Complete the following pages for information related to your current and past projects references/client listing.

Certification of truth of the above Statements by: _____

Title: _____ Date: _____

Provide at least three (3) references for the most recent, relevant work comparable to the scope requested in this RFP. At a minimum, one of the three (3) references must be for the prime Contractor.

#	Name of Client	Project Title	Project Description	Specific Deliverables	Contract Value	Contract Start and End Date	% Complete	Reference Contact Name	Phone and Email of Reference Contact
1									
2									
3									

Certification of truth of the above Statements, by:_____

Title: _____

VII. OFFEROR'S PROPOSAL FORM

The Offeror must complete and submit the attached PROPOSAL sheets with their proposal.

Name of the Offeror: _____

(Individual, Partnership, or Corporation, as case may be)

Date of Offer: _____

To: The Virgin Islands Water & Power Authority

- A. Pursuant to and in compliance with the Request for Proposals and other Contract Documents relating to the following:

Terms of Reference for PV Interconnection Power system Studies for St. Croix, VI

The undersigned, having carefully read, examined and having become familiar with the proposed project, scope of work, and local conditions affecting the performance and cost of the work at the proposed work-site; hereby, proposes and agrees to fully perform the work in accordance with the proposed contract documents. This includes furnishing all labor, materials, tools, supervision, equipment, and insurance necessary to complete said project in accordance with the contract documents.

The above-named Offeror affirms and declares that:

1. The Offeror is of lawful age and that no other person, firm, or corporation has any interest in this Proposal or in the Contract proposed to be entered into.
2. This Proposal is made without any understanding, agreement or connection with any other person, firm, or corporation making a Proposal for the same purposes, and is in all respects fair and without collusion or fraud.
3. The Offeror is not in arrears to the Virgin Islands Water & Power Authority, upon debt or contract, and is not a defaulter, as surety or otherwise, upon any obligation to the Virgin Islands Water & Power Authority.
4. No officer, employee or person whose salary is payable in whole or in part from the Virgin Islands Water & Power Authority currently is, shall be, or will become interested, directly or indirectly, as a contracting party, partner, stockholder, surety or otherwise, in this Proposal, in

the performance of the Contract, in the supplies, materials, equipment, work, or labor to which it relates, or in any portion of the profits thereof.

5. The Offeror has familiarized himself of the locations for where the scope of work is clearly defined herein and, from their own investigations, has satisfied himself as to the nature, accessibility, general and local conditions, and all difficulties to be encountered; and all other items which may, in any way, affect the work or its performance.

6. All proposals shall remain firm for a period of one hundred and twenty (120) days following the opening Proposal date.

7. The undersigned, as Offeror, also declares that he has carefully examined and fully understands all the component parts of these Contract Documents and agrees that he will execute the Contract and will completely perform the work in strict accordance with the terms of the Contract and the Contract Documents therein referred to for the following lump sum Proposal price.

B. TOTAL LUMP SUM PROPOSAL PRICE:

\$ _____
Numbers

Words

NOTE:

1. The amount in Article B shall be shown in both words and figures; and in the case of discrepancy, the amount shown in words shall govern. Also, in the event of a discrepancy between the total of the items and the total stated, the total of the items shall govern. The Offeror must also completely fill out the Proposal Form and the sum total indicated there must match the amount shown in Article B.

2. Interlineations, alteration, or erasure may void the Proposal. The prices shall be typewritten or written by hand in ink.

3. The proposed payment schedule is based on a subdivision of the proposed contract price and the successful project completion.

4. Payments will be made on a Net sixty (60) day schedule.

C. ADDENDA

i. Addendum No. _____

ii. Addendum No. _____

iii. Addendum No. _____

1. (Insert addendum (a) numbers and initial)
2. The OFFEROR certifies that the above addendum (a) has been received and that changes covered by the addendum (a) have been taken into account in the Proposal.

D. ACCEPTANCE

This offer shall be open to acceptance for one hundred and twenty (120) days from the date of Proposal opening.

E. CONTRACT DURATION

If this Proposal is accepted, we will complete the Work in () calendar days from Notice to Proceed.

F. PRINCIPALS INVOLVED

(If OFFEROR is a partnership, fill in the following blanks)

Name of Partners _____

Partners Address (If OFFEROR is a corporation, fill in the following blanks)

Organized under the laws of the State of _____

Name and address of President _____

Name and address of Vice President _____

Name and address of Secretary _____

Name and address of Treasurer _____

VIII. ITEMIZED PROPOSAL TABLE

SERVICE	PRICE (\$)	EST. DURATION (week)
Load Flow Calculations		
N-1 Contingency Calculations		
Short Circuit Calculations		
Transient stability		
Harmonic analysis		
The transformer(s)/cables energization and current in-rush study		
Battery Energy Storage System (BESS) analysis (from others) coordination		
Facility Cost Estimates		
TOTAL:		

OFFEROR'S QUESTIONNAIRE (Mandatory)

PLEASE USE INSERT PAPER TO ANSWER PROPOSAL QUESTIONS

The undersigned guarantees the truth and accuracy of all statements and answers herein contained. **Please use an additional sheet to answer questions.**

1. How many years has your organization been in business as a General Contractor, Sub-Contractor? _____ Years
2. Have you ever failed to complete work per Contract Specifications or within the time limits of a Contract awarded to you? If so, where and why?
3. Name three (3) Contracting Jobs your company has performed that relate to this scope of work. Supply project names, locations, how it applied to this job, contracted amount, completed amount, and contact person on the owner side for verification for each of the three (3) submittals.
4. What equipment or software do you own that is available for the work?
5. What equipment or software will you purchase for the proposed work?
6. What equipment or software will you rent for the proposed work?
7. Have you included any exceptions with your Proposal? If yes, elaborate.
8. Have you included a Preliminary Project Schedule with your Proposal?
9. Have you included the professional resume of your intended Project Manager with your Proposal?
10. Will you subcontract out any part of this contract? If yes, what parts and who will be subcontractor(s).
11. Please add any relevant information you believe is important to this Proposal Questionnaire that has not been asked in a previous question?
 - a) The business is a Sole Proprietorship, Partnership or Corporation? (circle one)
 - b) The physical address of principle place of business is
 - c) The names of the corporate officers, or partners, or individuals doing business under a trade name as follows:

(OFFEROR's Signature) _____

END OF PROPOSAL FORM