

REQUEST for PROPOSALS

CENTRAL MINNESOTA MUNICIPAL POWER AGENCY

COMMUNITY SOLAR

March 2016



**CMPAS/CMMPA seeks competitive
community solar proposals**

Learn more: CMPASgroup.org/CMMPA-Solar-RFP



Introduction

The Central Minnesota Municipal Power Agency (“CMMPA”) is seeking to develop a community solar project for its membership.

CMMPA is a project-oriented joint power agency comprised of 12 municipal utility members. Central Municipal Power Agency and Services (“CMPAS”) manages the power supply portfolios on behalf of CMMPA’s members by providing Power Supply Planning and Procurement Services and MISO Market Scheduling Services. CMPAS is requesting community solar proposals on behalf of its 12 CMMPA members.

A Notice of Intent to Propose Form is due on or before March 15, 2016. A Pre-Bid Conference Call is scheduled for April 15, 2016. A call in number is available upon registration. The deadline for receipt of proposals is June 1, 2016.

Summary of Needs

Each CMMPA member may install 40 to 80 kW of distributed solar in their respective cities resulting in a total aggregated amount of 500 kW to 1.0 MW. The 12 individual CMMPA member distributed solar installations would be aggregated and comprise one project developed by CMMPA.

Each CMMPA member would provide a suitable site for the solar installation and interconnection to their distribution system. CMMPA would make an aggregated purchase of the equipment and materials on behalf of each of the participating CMMPA utilities. The interconnection point for the solar installations would be behind the utility’s wholesale revenue meter; therefore, a MISO transmission interconnection study would not be required.

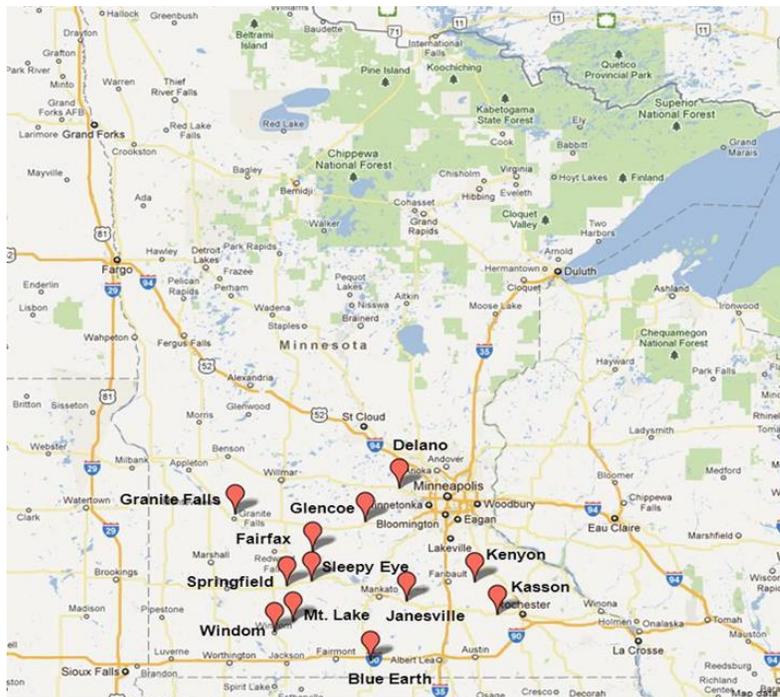
Description of CMMPA Members

Central Minnesota Municipal Power Agency (CMMPA) is a joint action agency of 12 municipally-owned member utilities located in south central Minnesota.

Member utilities include:

1. Blue Earth Light and Power, Blue Earth, Minnesota
2. Delano Municipal Utilities, Delano, Minnesota
3. City of Fairfax, Fairfax, Minnesota
4. Glencoe Light and Power, Glencoe, Minnesota
5. Granite Falls Municipal Utilities, Granite Falls, Minnesota
6. Janesville Municipal Utilities, Janesville, Minnesota
7. Kasson Public Utilities, Kasson, Minnesota
8. Kenyon Municipal Utility, Kenyon, Minnesota
9. Mountain Lake Municipal Utilities, Mountain Lake, Minnesota
10. Sleepy Eye Public Utilities, Sleepy Eye, Minnesota
11. Springfield Public Utilities, Springfield, Minnesota
12. Windom Municipal Utility, Windom, Minnesota

CMMPA's 12 member cities serve more than 20,000 retail customers.



Minimum Requirements of Proposals

Each proposal must satisfy these minimum requirements in order to be included in the evaluation process. Failure to meet the specified minimum requirements may result in rejection of the proposal.

Project Scope – Bidders must provide a detailed and itemized description of the scope of what would be provided, or not provided, with regards to installation labor, materials and other miscellaneous requirements (i.e., permitting, site preparation, design and engineering, construction management, commissioning, performance history of equipment, etc.).

Technical Information - Bidders must provide sufficient supporting technical information to allow the alternatives to be compared on issues other than just costs but also on performance and reliability (i.e., estimated annual capacity factor, projected performance degradation over time and failure rates).

Price Information – Bidders must provide a detailed description of the pricing terms and conditions.

Project Schedule – Bidders must provide a tentative time schedule for completing the installation.

References - Bidders may also be required to demonstrate they are capable of executing their proposal and may be requested to provide examples and references of past projects and demonstrate financial strength.

Projects will be evaluated primarily on their economic merits. In an effort to reduce costs as much as possible, preference may also be given to the proposals which will allow flexibility for CMMPA members to further lower their project costs by allowing members to self-finance or contribute portions of the installation labor.

For consideration in the evaluation process, each proposal must contain the information outlined above.

The proposals shall remain valid to September 1, 2016.

Bidders are required to submit their proposal by June 1, 2016.

Reserved Rights

CMMPA, at any stage in the RFP process, reserves the right to:

- a) Reject any and/or all proposals received in response to this RFP for any reason and with no reason provided;
- b) Waive errors or omissions by Bidders in any proposal if corrected to CMMPA's satisfaction;
- c) Reject any proposals not received on or before the proposal due date and time;
- d) Reject any proposal if the Bidder fails to extend the validity date as requested by the CMMPA;
- e) Accept a proposal other than the lowest price proposal due to non-price considerations;
- f) Negotiate arrangements for power supply with one or more Bidders;
- g) Request clarifications from Bidders at any time; and
- h) Amend this RFP at any time.
- i) Request additional information deemed necessary for evaluation
- j) Make appropriate adjustments to projected capacity factor for its economic evaluation as it deems is appropriate

By submitting a proposal to CMMPA in response to this RFP, the Bidder certifies:

The Bidder has not divulged, discussed, or compared his proposal with other Bidders and has not colluded with any other Bidder or parties to other proposals whatsoever.

A proposal may be disqualified at any point in the evaluation process if CMMPA determines, in its sole discretion, that the Bidder has attempted to gain an advantage through conduct deemed unethical, conflict of interest, interference or any such means.

Each page of the RFP response should be clearly identified as to whether it contains confidential or proprietary information.

Types of Proposals CMMPA Will Consider

CMMPA is open to all types of proposals. The types of proposals that will be considered include:

1. Un-installed - Equipment and material only
2. Installed – Material and labor
3. Structured as a Power Purchase Agreement (“PPA”)

CMMPA’s Preferred Structure - In order to lower its costs as low as possible, CMMPA is interested in working with a tax equity partner in a contractual arrangement with the added flexibility of allowing CMMPA members to self-finance and contribute sweat equity by performing portions or all of the installation labor. This arrangement could be executed in a series of contracts. For example, CMMPA could finance the sale of the project to the tax equity partner through a low interest loan and the tax equity partner could sell the output back to CMMPA in a PPA.

A bidder may submit more than one proposal. Each proposal will be evaluated separately.

Tentative Schedule

The timetable for this RFP process is shown below. The dates and times shown are approximate and may be changed at any time at the discretion of the CMMPA.

Release RFP	-	March 1, 2016
Notice of Intent/ RSVP for Pre-Bid Conference Call	-	March 31, 2016
Pre-Bid Meeting/Conference Call	-	April 15, 2016
Proposals Due	-	June 1, 2016
Bid Evaluation	-	June, July and August
Contract Execution Date	-	Late Summer, 2016
Construction	-	Fall 2016
Commercial Operation	-	2017

Pre-Bid Conference Call

The Coalition will have a Pre-Bid Conference Call on April 15, 2016. The purpose of the Pre-Bid Conference Call is to provide any required clarifications to this RFP and to provide any additional information deemed necessary in order for Bidders to submit their best proposal. Participation in the Pre-Bid Conference Call is optional.

Companies that wish to participate in the Pre-Bid Conference Call must register with CMMPA by emailing or calling the CMMPA contact person identified below. The call in number will be provided upon registration.

Kyle Haemig
Central Municipal Power Agency and Services
459 South Grove Street
Blue Earth, Minnesota 56013
Phone: (507) 526-2193
Fax: (507) 526-2527
E-Mail: kyleh@cmmpa.org