



# CENTRAL MUNICIPAL POWER AGENCY/SERVICES

2017 Request for Solar Proposals

August 4, 2017

**On Behalf of**  
Springfield Public Utilities

**Central Municipal Power Agency/Services**  
**Request for Solar Proposals**

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## Central Municipal Power Agency/Services

### Request for Solar Proposals

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#### 1. Summary of Needs

Central Municipal Power Agency/Services (CMPAS), working on behalf of Springfield Public Utilities in Minnesota, seeks 120 kw of solar in AC terms for a defined site in Springfield, MN. Proposals will be evaluate primarily according to their economics.

Bids must be structured as Purchased Power Agreements (PPA) with a minimum time of 20 years. Please provide (if possible) variations priced for 20 and 25 years. We will consider energy-only purchases, though proposals may also contain some combination of capacity, renewable attributes, and environmental attributes. We are flexible about commercial operation date (COD), but the sooner the better.

Land, interconnect, fencing, and everything outside the fence line will be provided by Springfield Public Utilities. Permits, operation and maintenance cost (O&M), and everything within the fence line will be provided by the bidder. This site will be on the distribution side of the transformer. The interconnection point for the solar installations is behind the utility's wholesale revenue meter, meaning that a Midcontinent Independent System Operator (MISO) transmission interconnection study will not be required.

Proposals for resources that are not photovoltaic solar will not be considered. All proposals will be evaluated by CMPAS. Bidders may not lobby Springfield Public Utilities to intervene on behalf of proposals before CMPAS as part of this RFP, and risk disqualification if they do.

Bids will be due on September 5, 2017. We look forward to hearing from you.

#### 2. Introduction and Description – CMPAS and Springfield

CMPAS is an organization providing services to members of the Central Minnesota Municipal Power Agency (CMMPA) and to our associate members throughout the Upper Midwest. CMPAS provides power supply planning and procurement, distribution planning, transmission administration, scheduling services, and other services to our municipal utility customer base. CMPAS has offices in Blue Earth and Eden Prairie, MN. CMMPA is a joint-action agency incorporated under Minnesota law in 1987, and has 12 members across southern and western Minnesota. CMMPA is a transmission owner and a MISO market participant.

Springfield Public Utilities is a member of CMMPA located west of Mankato, MN. Springfield's size as of 2016 can be measured as a peak load of 5.8 MW, energy sales of 24,000 MWH, and approximately 1,300 retail customers.

This RFP and any necessary addenda can be found by clicking on the RFP link featured at [www.cmpasgroup.org/projects/solar-rfp](http://www.cmpasgroup.org/projects/solar-rfp). A Pre-Bid Conference Call is scheduled for **August 11, 2017**. A call in number is available upon registration. The deadline for receipt of proposals is **September 5, 2017**.

The timetable for this RFP process is shown below. The dates and times shown are approximate and may be changed at any time at CMPAS' discretion. All times of day in this RFP are set to be Central Prevailing Time ("CPT"), and may be understood (unless otherwise stated) to be 5:00 PM CPT.

Release RFP	-	August 4, 2017 (Friday)
Conference Call re Bidder Questions	-	August 11, 2017 (Friday), 10 AM CPT.
Proposals Due	-	September 5, 2017 (Tuesday)
Short-List Determination	-	October 15, 2017 (Approximate)
Recommendations	-	December 1, 2017 (Approximate)
Contact Approval Date	-	Early 2018
Power Purchase Start	-	To Be Negotiated

### 3. **Proposal Requirements**

The facility is for a defined site in Springfield, MN. The site for the facility is owned by the city of Springfield and is next to a substation. This 268' x 144' plot of land will be provided for use of the solar facility. Land, interconnect, and fencing costs will *not* need to be included in bids. We are looking for 120 kilowatts of solar in AC terms (*i.e.* after inverter operation). We will only accept PPA proposals, and PPAs must be structured as at least 20 years in length starting from COD. Permit and O&M costs must be assumed to be bidder's responsibility, and not that of Springfield.

Bidders must provide a detailed and itemized description of the scope of work. Which services and items would (and would not) be provided must be clearly spelled out. Bidders must provide detailed pricing information sufficient to enable our economic evaluation to be carried out as smoothly as possible. Bidders should also provide sufficient technical information to allow evaluation as to reliability and capacity factor. Bidders should provide an indicative timeline for construction and commercial operation.

### 4. **Bidder Qualifications and Experience**

CMPAS will accept proposals from any electric utility, independent power producer, qualifying facility, exempt wholesale generator, non-utility generator or electric power marketer that has been appropriately certified by the Federal Energy Regulatory Commission, an electric cooperative, or an electric cooperative generation and transmission company.

CMPAS reserves the right to request qualifications and references from Bidders.

### 5. **Pre-Bid Conference Call, Interpretations and Addenda**

CMPAS will have a Pre-Bid Conference Call at 10:00 AM Central time on **Friday, August 11, 2017**. 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. Please RSVP to the information below so that we may provide you with the call-in number.

All questions regarding interpretation of this RFP, technical or otherwise, must be submitted in writing or by email to:

Kyle Haemig  
Central Municipal Power Agency/Services  
6870 Washington Ave S, Suite 240

Eden Prairie, Minnesota 55344

Phone: 763-710-3934

Email: [kyleh@cmpasgroup.org](mailto:kyleh@cmpasgroup.org)

Only written responses provided by CMPAS will be considered official. A verbal response by CMPAS will not be considered an official response. Responses to questions will only be provided to the Bidder who submitted the questions unless the questions are determined by CMPAS, at their sole discretion, to be applicable to the RFP process in general. In this case, CMPAS will provide a written response to all qualified Bidders in the form of addenda to the RFP. CMPAS is not obligated to respond to questions and requests received from Bidders after this deadline. Any changes to the RFP schedule or additional information that CMPAS wishes to communicate to Bidders will be included in published addenda.

All addenda issued in connection with this RFP will be placed on the official RFP website [www.cmpasgroup.org/projects/solar-rfp](http://www.cmpasgroup.org/projects/solar-rfp) at the time of issue and it shall be the responsibility of Bidders to regularly check the Website for addenda.

## **6. Form and Submission of Proposal**

Bidders are required to submit an electronic copy including all forms and attachments to the email address shown above in Section 7. Paper copies of all forms and attachments are optional.

An electronic copy of the completed proposal pricing information must be submitted in Microsoft Excel, Word, or similar format. Each package must be clearly marked "PROPOSAL FOR SOLAR POWER SUPPLY FOR SPRINGFIELD PUBLIC UTILITIES" and shall clearly state the name of the Bidder. A Bidder may submit more than one proposal. Each proposal submitted by a Bidder must meet all the requirements of this RFP on an individual basis.

## **7. Reserved Rights**

CMPAS reserves (at any stage in the RFP process) the right to:

- a) Reject any and/or all proposals received in response to this RFP with no reason provided;
- b) Waive errors or omissions by Bidders in any proposal if corrected to CMPAS's satisfaction;
- c) Reject any proposals not received on or before the proposal due date and time;
- d) Not disclose detailed reasons for rejecting a proposal;
- e) Accept other than the lowest price proposal due to non-price considerations;
- f) Negotiate arrangements for power supply with one or more Bidders;
- g) Request clarification and additional information from Bidders at any time;
- h) Request qualifications and references from Bidders demonstrating technical ability and financial strength to execute their proposal;
- i) Make appropriate adjustments to projected capacity factors for its economic evaluation as it deems appropriate;
- j) Amend this RFP at any time.

## **8. Disqualification of Proposal**

A proposal may be disqualified at any point in the evaluation process CMPAS 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. Bidders may not lobby Springfield to intervene on behalf of proposals before CMPAS as part of this RFP, and risk disqualification if they do.

## **9. Proprietary Confidential Business Information**

Unless required to be disclosed, and/or not protected under exceptions to the Minnesota Right to Know Act all materials submitted by the Bidder will be held in confidence by CMPAS. If any request for Bidders submitted information results in litigation seeking that information's release, the Bidder will defend and hold harmless CMPAS. Any failure to so defend and hold harmless will be deemed permission for CMPAS to release such information to the requesting party. If requested by a Bidder for treatment as a "Competitor or Bidder" exception to the Minnesota Right to Know Act, any information must be clearly labeled "PROPRIETARY CONFIDENTIAL BUSINESS INFORMATION". Each page of information in the proposal to which the Bidder would like CMPAS to give such treatment must be clearly labeled "PROPRIETARY CONFIDENTIAL BUSINESS INFORMATION" at the top of the page. CMPAS reserves the right to disclose all information submitted with the proposal to its consultant(s), attorneys, employees and agents for the purpose of evaluating the proposals. CMPAS will require the consultant(s), attorneys, employees and agents to maintain the confidentiality of documents so marked. All proposals shall become the property of CMPAS.

## **10. Minimum Requirements**

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. These minimum requirements are intended to demonstrate, to the reasonable satisfaction of CMPAS, that the Bidder has the ability to meet the needs of CMPAS as presented in this RFP.

1. Statement of Credentials
2. Scope of Work
3. Detailed Pricing Information
4. Technical information sufficient to evaluate performance
5. Indicative timeline