

TerraVerde ENERGY



Pittsburg Unified School District

Solar Modernization Request for Proposals

Table of Contents

<i>Executive Summary.....</i>	<i>3</i>
Project Sites	3
Project Contract	3
Project Milestones.....	4
Request for Proposals Documents	4
RFP Webinar	4
Project Objectives	5
<i>Introduction & Background</i>	<i>6</i>
Scope of Work.....	6
Response Format and Detail	7
Round 1 - Qualifications, Pricing, and Schedule.....	7
Round 2 - Shortlist Interviews & Contract Documents.....	8
Questions	8
Submitting Response.....	8
Notification of Interest Form	9
RFP Response Package	9
Considerations for Respondents Response	10
<i>Evaluation Criteria.....</i>	<i>11</i>
<i>Method of Selection.....</i>	<i>12</i>
<i>Payment and Performance Bonds</i>	<i>12</i>
<i>Insurance</i>	<i>12</i>
<i>Special Conditions.....</i>	<i>12</i>
<i>Contract Award Protest</i>	<i>12</i>
<i>Public Records Act</i>	<i>13</i>

Executive Summary

Project Sites

Site #	Site Name	Inverter Manufacturer	Inverter Model	Inverter Count	Voltage [V]	Installed Solar [kW]
1	Foothills ES	SatCon	PVS-250	1	208	289.8
2	Willow Cove ES	SatCon	PVS-75 & PVS-100	1 1	208	183.54
3	Highlands ES	Satcon	PVS-135	1	208	164.22
4	Heights ES	SatCon	PVS-100	1	208	125.58
5	Adult Education Center	SatCon	PVS-100	1	208	125.58
6	Pittsburg Youth Dev Center	SatCon	PVS-50	1	208	57.96
7	Stoneman ES	SatCon	PVS-250	1	208	212.52
8	Hillview JHS	SatCon	PVS-250	1	208	276.92
9	Rancho Medanos JHS	SatCon	PVS-250	2	480	460.46
10	Los Medanos ES	SatCon	PVS-50 & PVS-100	1 1	208	161.00
11	Pittsburg HS - Creative Arts	SatCon	PVS-50	1	480	64.40
12	Pittsburg HS - Parking Area	SatCon	PVS-30 & PVS-250	1 1	480	356.04
13	Pittsburg HS - North Campus	SatCon	PVS-375	1	480	341.32
14	Martin Luther King Jr JHS	Advanced Energy	AE 35TX	4	480	174.42
15	Black Diamond HS	Advanced Energy	AE 75TX	1	480	86.94
16	Marina Vista ES	ABB	TRIO-20.0-TL-OUTD-S1-US-480 & TRIO-20.6-TL-OUTD-S1-US-480	2 2	480	116.64

Project Contract

The District is looking to enter into a turnkey cash purchase Energy Services Agreement (“ESA”) for the design, engineering, procurement, installation, interconnection agreement upgrade, commissioning, and removal of the existing solar inverters.

Project Milestones

Project Milestones	Date
RFP Released	September 5, 2025
Notification of Interest Form Due	September 9, 2025
RFP Webinar	September 9, 2025 at 10 a.m. PT
Deadline for RFP questions	September 17, 2025
Round 1 - Qualifications, Pricing, and Schedule Due	September 22, 2025 by 6 p.m. PT
Round 2a - Shortlist Interviews	September 25, 2026
Mandatory Site Walk with Shortlist Respondents	September 30, 2025 at 9 a.m. PT
Round 2b - Contract Documents, Best & Final Offer	October 8, 2025 by 6 p.m. PT
Respondent Selection, Proposal Clarifications, & Updates	October 15, 2025
Board Meeting for authorization to enter into Agreement	October 22, 2025
Notice to Proceed	November 10, 2025
Installation Completion	July 31, 2026
Board Meeting Approval to File Notice of Completion	September 29, 2026

Please note that this RFP will be conducted in two rounds:

- **Round 1 - Qualifications, Pricing, and Schedule:** Respondents to submit qualifications, pricing, and project schedule to rfp@terraverde.energy by the date and time listed under the “Project Milestones” section.
- **Round 2 - Shortlist Interviews & Contract Documents:** One or more Respondents will be selected for interviews and will be asked to provide redlined versions of contract documents. **Note: Only shortlisted Respondents will be asked to provide redlines on the provided Round 2 documents.**

Request for Proposals Documents

All documents pertaining to the Request for Proposals (“RFP”) with the Attachments (together the “RFP Documents”) can be download here: <https://tvrp.box.com/v/pittsburg-unified>.

RFP Webinar

Respondents may register for the RFP Webinar by accessing the following link:

<https://events.teams.microsoft.com/event/65b2e915-bd82-4ad7-8fd7-0ab091798628@543a7b49-b31f-40f6-9d6f-2ee3ccc5e3b7>

Project Objectives

1. **Restore & Optimize** - Restore and optimize the performance of existing solar installations that have been operational for over 10 years by replacing aging, out-of-warranty inverters that are contributing to underperformance.
2. **Life-for-Like** - Implement like-for-like inverter replacements where feasible to minimize disruptions and maintain compatibility with current system configurations.
3. **Backward Compatibility** - Ensure all replacement inverters are backward compatible with the existing wiring, voltage, and installation setups at each site to facilitate seamless integration.
4. **Monitoring System Integration** - Ensure that new inverters and/or inverter-integrated batteries are configured to integrate seamlessly with the existing on-site performance monitoring and reporting systems.
5. **Recommissioning** - Conduct thorough recommissioning of the solar installations post-replacement to verify functionality, safety, and efficiency.
6. **Update Interconnection Agreements** - Update interconnection agreements as necessary to reflect the modernized system components and ensure compliance with utility requirements and ensure existing Net Energy Metering (“NEM”) is maintained.
7. **Equipment Warranty** - Require all proposed inverters to include a minimum 10-year warranty to guarantee long-term reliability and reduce future maintenance risks.
8. **Labor & Permitting Compliance** - Achieve compliance with all relevant regulations, including DSA approvals for code compliance, prevailing wage and labor standards, and bonding requirements.
9. **Value Engineering** - Evaluate and, where appropriate, incorporate inverter-integrated battery energy storage systems to enable additional energy savings through time-of-use arbitrage, peak shaving, or demand reduction.
10. **Project Coordination** – Ensure coordination of work with other concurrent projects being carried at Project Sites including installation of new battery energy storage systems by other contractors.

Introduction & Background

Pittsburg Unified School District (**the “District”**) is seeking proposals from qualified contractors (**“Respondents”**) to design, engineer, procure, install, and commission **solar inverters** and other associated equipment (collectively referred to as the **“Project”**) at one or more of the sites listed in the Executive Summary (**“Project Site”**). The selected contractor will be required to remove existing inverters from the site and additionally file updated interconnection agreements with the utility. The Project may be split into two or more stages or phases if, after reviewing responses to this RFP, the District determines that staging is advisable.

THE DISTRICT RESERVES THE RIGHT TO AWARD THE AGREEMENT TO ONE OR MORE RESPONDENTS FOR WORK ON ONE OR MORE PROJECT SITES, POSSIBLY RESULTING IN MULTIPLE AGREEMENTS, EACH FOR ONE, SEVERAL, OR ALL OF THE PROJECT SITES. THE DISTRICT FURTHER RESERVE THE RIGHT, BEFORE THE AWARD OF THE AGREEMENT, TO REMOVE FROM THIS RFP AND CANCEL ONE OR MORE PROJECT SITES FROM THE SCOPE OF WORK. THE DISTRICT FURTHER RESERVES THE UNQUALIFIED RIGHT TO MODIFY AND/OR SUSPEND ANY AND ALL ASPECTS OF THE RFP, TO REQUEST FURTHER INFORMATION FROM ANY RESPONDENT, TO WAIVE ANY DEFECT AS TO FORM OR CONTENT OF THIS RFP OR ANY RESPONSE THERETO, TO EXTEND DEADLINES FOR ACCEPTING RESPONSES OR ACCEPT AMENDMENTS TO RESPONSES AFTER EXPIRATION OF DEADLINES AND TO REJECT ANY AND ALL RESPONSES TO THE RFP.

The District has retained TerraVerde Energy (**“TerraVerde”**) as a consultant to assist the District in developing the Project, administering this RFP, and providing consultation to the District regarding the design, installation, and commissioning of the Project. With TerraVerde’s assistance, the District has prepared draft Project contracts, which is attached hereto and entitled the Agreement. TerraVerde will assist the District in evaluating the RFP responses, and the District will recommend one or more Respondents to the District’s governing body with whom to contract to design, engineer, procure, construct, interconnect, and commission the Project.

Each selected Respondent must be experienced in executing projects similar in scope, scale, and complexity as the Project. Each Respondent must be licensed in the State of California and possess the skills and experience necessary to design engineer, procure, install, and commission the Project with minimum supervision and project management support from the District and TerraVerde. The Respondent must present an execution plan that complies with the Project objectives, timeline (including the anticipated Project schedule set forth in the Executive Summary), and general requirements and stipulations in any incentive program(s).

This RFP is issued pursuant to authorization by each District’s governing body and in accordance with Government Code section 4217.12. However, until and unless a District’s governing body awards and approves the Agreement with the successful Respondent and the Agreement has been fully executed, no contract exists or is binding upon that District.

Scope of Work

The scope of work is defined per the terms of the Agreement.

Response Format and Detail

The District is seeking responses to this RFP that are organized, comprehensive and tailored to this RFP and which satisfy the following format and content requirements (the “**RFP Response Package**”). The District may choose to interview Respondents who respond to this RFP and to ask for additional information. A folder structure has been provided as part of the **RFP Documents** and can be found in the respective **RFP Response Package** folder. The folder includes template documents for Respondent to review and use. Respondents must provide responses to the items below within the corresponding **RFP Response Package** folder.

Round 1 - Qualifications, Pricing, and Schedule

- A. RFP Response Cover Letter and Questionnaire. Provide a brief cover letter per the instructions in the RFP Response Cover Letter folder. Highlight any omissions or additions to the RFP package and include any special notes that may help with the review of the Respondent’s response.
- B. Project Schedule. Populate the milestones table in the Project Schedule folder.
- C. Cost Breakdown Table. Populate the table provided in the Cost Breakdown Table folder. The proposed costs shall be valid for a 90-day period. Add any additional line items necessary and include the price for contingency fees for the District and other materials, labor costs, taxes, and tariffs for the Respondent to complete the Project in a turn-key approach per the Agreement.
- D. Scope of Work and Value Engineering. Provide a letter outlining any omissions, assumptions, exclusions, or modifications to the scope work as outlined in the Agreement. Provide and quantify any value engineering, cost reduction, and utility bill cost savings maximization recommendations.
- E. Verification, Non-Collusion, & Certifications. Respondents must complete and sign the Verification Statement form, Non-Collusion Declaration, and Certifications. **Additionally**, the CARB Declaration is provided for reference and will need to be executed by the successful Respondent prior to contract award.
- F. Equipment Datasheets, Specifications, & Warranty. Provide equipment datasheets, specifications, and manufacturer warranty coverage information of all proposed equipment including inverters, battery energy storage, performance monitoring & reporting service,

racking/support structures, combiner boxes, disconnect switches to be procured and installed by the Respondent.

Round 2 - Shortlist Interviews & Contract Documents

- G. DRAFT Agreement.** Review and markup the Agreement documents as required. EACH RESPONDENT MUST CAREFULLY REVIEW THE AGREEMENT AND ATTACHMENTS AND MAKE ANY MARKUP THERETO THAT RESPONDENT DETERMINES NECESSARY OR PROPER. BY SUBMITTING A RESPONSE TO THIS RFP, THE RESPONDENT IS CERTIFYING ITS WILLINGNESS TO ENTER INTO THE AGREEMENT IN THEIR PRESENT FORM, SUBJECT TO SUCH NON-MATERIAL CHANGES AS RESPONDENT MAY SUGGEST. THE DISTRICT SHALL HAVE THE RIGHT TO REJECT ANY AND ALL PROPOSED CHANGES TO THE AGREEMENT BY RESPONDENT. FAILURE BY THE RESPONDENT TO MARKUP THE AGREEMENT IN THE WRITTEN RFP RESPONSE SHALL BE DEEMED A WAIVER OF THE RESPONDENT'S RIGHTS TO CHALLENGE THE TERMS OF THE AGREEMENT, AND THE RESPONDENT DOES HEREBY CONSENT TO SUCH WAIVER. THE DISTRICT SHALL RETAIN THE RIGHT TO TERMINATE THE AGREEMENT FOR INADEQUATE PERFORMANCE OR FOR CONVENIENCE

Questions

All questions about the meaning or intent of this RFP shall be submitted electronically to rfp@terraverde.energy. Contact with other District personnel regarding this proposal is strongly discouraged. Replies will be issued by addenda and emailed to all parties recorded by the District as having received the RFP documents. Questions received after the Final Day to Submit Questions to TerraVerde will not be answered. Only questions answered by formal written addenda will be binding.

Submitting Response

All costs associated with the preparation and/or delivery of an RFP Response Package in response to this RFP are solely the responsibility of the Respondent. The District will in no way compensate or reimburse Respondents for any costs associated with the preparation and/or delivery of an RFP Response Package. The District reserves the right to reject or accept any and all proposals for any reason, to withhold consideration of incomplete responses, to waive informalities or minor irregularities, or request additional information of Respondent at its discretion. The District reserves the right to terminate the solicitation and/or evaluation process, and to cancel the award of the Agreement before the full execution of the Agreement with the successful Respondent. The District also reserves the right to amend this RFP as necessary.

Submittals to this RFP must be in accordance with all the requirements set forth within this RFP. Any RFP Response Package not submitted in accordance with the requirements of this RFP may not be considered.

Any Respondent who has submitted a response to the RFP shall not, after the RFP Response Deadline in the Executive Summary, withdraw or cancel the response for at least 90 days thereafter.

Acceptance of a proposal does not constitute a contract and does not obligate the District to take any further action. Funding is subject to the approval of the final Agreement by the District's governing body. The District reserves the right to construct the Project with different sizes than those proposed by Respondent, to reject any or all responses without penalty, and to act in each District's best interests as required, in each District's sole discretion.

Respondent shall comply with all applicable laws in their RFP response submittal and throughout the Project. By submitting a proposal, Respondents certify that they are authorized to do business in the State of California and attest that they are in good tax standing with the California Franchise Tax Board. Respondent shall obtain and maintain the required licenses, permits and all other appropriate legal authorizations for all applicable federal, state and local jurisdictions and pay all applicable fees associated therewith. Respondent shall either (a) employ the services of or (b) shall be, a licensed contractor pursuant to the Business and Professions Code and shall be licensed in the following appropriate classification(s) of contractor's license(s), for the Project, and must maintain the license(s) throughout the duration of the Project: **B or C-10**. Respondent shall immediately notify the District in writing of any change in its licensing status during the term of its Agreement with each District.

The successful Respondent must execute the Agreement in the form attached **within 14 days** of being notified of award and must furnish the required faithful performance bond and payment bonds and proof of insurance.

For proposals signed by an agent other than an officer of a corporation authorized to sign contracts on its behalf, or a member of a partnership, a Power of Attorney must be submitted with the proposal; otherwise, the proposal may be rejected as irregular and unauthorized.

Notification of Interest Form

Any person or entity interested in responding to this RFP must complete the Notification of Interest Form and deliver to rfp@terraverde.energy.

RFP Response Package

An electronic copy of the RFP Response Package must be submitted via email in zipped format or cloud-based file sharing e.g., Box, Dropbox, Google Drive, etc. to rfp@terraverde.energy. Respondents must use the RFP Response Package. It is preferable that each section of the RFP Response Package be in separate folders per the structure provided with a table of contents document at the base folder level that lists the folders and files. Where indicated, populate each template consistent with the format of the template and return in native format.

Considerations for Respondents Response

Respondents shall take into account the following factors when developing their response to this RFP:

- a. Respondent is to note that grading, landscaping, fencing, security, geotechnical investigation and any environmental studies and assumptions shall be included in their proposal.
- b. Respondent shall supply an erosion control plan, a weed abatement plan, and a security plan for the Project Sites. Such plans shall include estimated costs for contracted services to execute the plan(s). If no such plans are required a negative statement in the cover letter is required.
- c. Respondent is to note that ADA upgrades that are required as part of the project shall be included in their proposal.
- d. Respondents may be required to install charging stations in compliance with California Green Building Standards Code (“CALGreen”) code.
- e. Prior to execution of the Agreement, TerraVerde will use information provided from the Respondent in the RFP Response Package to provide electricity cost savings reports as justification of electricity cost savings pursuant to Government Code section 4217.12.
- f. The successful Respondent is responsible for supporting and assisting the District in the California Environmental Quality Act (“CEQA”) process. The successful Respondent shall provide the District all information necessary for the District to complete the CEQA process. The District anticipates applying for a notice of exemption to CEQA.
- g. The successful Respondent will be responsible for facilitating all incentive applications and approvals for the District.
- h. The successful Respondent will be responsible for facilitating the interconnection applications and agreement modification, submittal, and execution with the distribution utility in consideration with the existing solar at the Project Site.
- i. The successful Respondent will be required to seek all approvals required for the Project as may be required by any governmental entity having jurisdiction over the Project, including but not limited to the DSA. Respondents are encouraged to submit plans and specifications for Systems in their RFP response that allow for over-the-counter DSA approval, if DSA approval is deemed necessary.
- j. Respondent shall be responsible to conduct all feasibility and configuration assessments, environmental assessments, and other inspections of the Project Sites to determine that the Project Sites can support the installation and interconnection of the Project including but not limited to (a) the Respondent is required to ensure the existing electrical distribution equipment including the main switchboard and utility transformer will support the interconnection of the Project; (b) the Respondent is required to ensure that each Project Site’s soil conditions and terrain are favorable for Project installation, if necessary; (c) the Respondent is required to ensure the existing underground utilities and installations will not be impacted by Project construction; (d) the Respondent is responsible to ensure that existing fences, if any, meet security, safety and code

protection requirements for the Project Sites and include the cost for upgrades as required; (e) Respondent is required to obtain Project Site survey maps and verify all legal land requirements for the Project; and (f) Respondent shall ensure that access to the Project Sites can support the construction of the Project. The cost of any required upgrades to the Project Sites or changes to the Project that are a result of the feasibility assessment shall be included on separate line items in the Cost Breakdown Table.

Evaluation Criteria

The District will evaluate the responses from Respondents based on the following criterion:

- a. Clarity and Completeness – responses shall be clear, concise, and complete
- b. Conformance to the specified RFP format
- c. Suitability and Creativity – proposal of solutions to meet Project objectives as well as all requirements set forth in this RFP and the Agreement; ability to provide cost savings proposals that provide benefit to the District
- d. Experience – the comprehensive qualifications and experience of both the Respondent and the proposed team (including use of local subcontractors) in completing projects with similar scope and complexity
- e. Financial Wherewithal – general financial strength of the enterprise and ability to uphold all obligations, guarantees, warranties, and promises for the respective stated durations of each agreement
- f. Cost – proposed Project cost under the Agreement
- g. Project Management and Execution – capabilities in project planning, coordination, execution, cost control, quality control, and completing projects on schedule
- h. Insurance – ability of Respondent to meet insurance requirements
- i. Warranties – warranties, quality of proposed equipment, and financial stability of the original equipment manufacturers
- j. Client references – performance on previous projects and responsiveness in solving problems
- k. Knowledge and understanding of the local environment and a local presence for interfacing with the District
- l. Best Value – the Respondent’s overall ability to accomplish District’s goals of reducing energy consumption and cost, which may be evaluated on the basis of objective criteria related to price, features, function and life-cycle costs of the proposed services and products.

Method of Selection

The District will evaluate Respondents based on their demonstrated competence and on their professional qualifications necessary for the satisfactory performance of the services required, as evident in their responses and/or interviews. The District will negotiate the Agreement that is in the best interest of the District, at compensation which the District determines is fair and reasonable. Should the District be unable to negotiate satisfactorily with the Respondent considered to be the most qualified at a cost the District deems reasonable, negotiations with that Respondent may be formally terminated. The District may then undertake negotiations with other Respondents for the project. The District reserves the right to waive immaterial irregularities in any RFP submittal.

Payment and Performance Bonds

The selected Respondent is required to provide a performance bond and a payment bond for the Project in an amount equal to 100% of the amount payable to Respondent under the Agreement and in the form attached to and in accordance with the requirements in the Agreement. Respondents are encouraged to verify, prior to submitting a response, that Respondent's surety will execute the bonds in this form. District will consider any modifications to the form of the bonds to be a material change to the Agreement and may decline to select a Respondent on account of such modifications.

Insurance

Respondent must procure, maintain and provide evidence of insurance as required by the Agreement.

Special Conditions

Respondent must ensure that the Project meets the prevailing wage, apprenticeship, and background check requirements stated in the Agreement or required by the District.

Contract Award Protest

A Respondent may protest a contract award if the Respondent believes that the award was inconsistent with District policy or that this RFP was not in compliance with the law. A protest must be filed in writing with the District within five (5) working days after receipt of notification of the contract award. The Respondent shall submit all documents supporting or justifying the protest. A Respondent's failure to timely file a protest shall constitute a waiver of its right to protest the award of the contract. Any Respondent submitting a proposal may file a protest of the District's intent to award the contract provided that each and all of the following conditions are met:

- (1) The protest must be submitted in writing to the District (e-mail is not acceptable), before 2 p.m. of the fifth business day following notification of the proposed contract award.
- (2) The initial protest document must contain a complete statement of any and all basis for the protest, including without limitation all facts, supporting documentation, legal authorities, and argument in support of the grounds for the protest; any matters not set forth in the written protest shall be deemed waived.

- (3) All factual contentions must be supported by competent, admissible, and creditable evidence.
- (4) The protest must refer to the specific portions of all documents which form the basis for the protest.
- (5) The protest must include the name, address, email, and telephone number of the person representing the protesting party.

Any protest not conforming to the preceding shall be rejected by the District as invalid. Provided that a protest is filed in strict conformity with the foregoing, the District shall review and evaluate the basis of the protest. The District shall provide the Respondent submitting the protest with a written statement concurring with or denying the protest. The District's Board of Trustees will render a final determination and disposition of a protest by taking action to adopt, modify or reject the disposition of a contract award. Action by the District's Board of Trustees relative to a contract award shall be final and not subject to appeal or reconsideration. The action by the District's Board of Trustees to adopt, modify or reject the disposition of the contract award reflected in such written statement shall be an express condition precedent to the institution of any legal or equitable proceedings relative to the proposal process, the District's intent to award the contract, the District's Board of Trustees' disposition of any protest, or the District's decision to reject all proposals. The procedure and time limits set forth in this paragraph are mandatory and are the Respondent's sole and exclusive remedy in the event of protest. Failure to comply with these procedures shall constitute a waiver of any right to further pursue the protest, including filing a Government Code claim or legal proceedings.

Public Records Act

All Proposals will become the property of the District and subject to the California Public Records Act, Government Code sections 7920, et seq. Those elements in a Proposal that are trade secrets as that term is defined in Civil Code section 3426.1(d) or otherwise exempt by law from disclosure and which are prominently marked as "TRADE SECRET," "CONFIDENTIAL," or "PROPRIETARY" may not be subject to disclosure. The District shall not be liable or responsible for the disclosure of any such records including, without limitation, those so marked if disclosure is deemed to be required by law or by an order of the Court. A Firm that indiscriminately identifies all or most of its Proposal as exempt from disclosure without justification may be deemed non-responsive. In the event the District is required to defend an action on a Public Records Act request for any of the contents of a Proposal marked "Confidential," "Proprietary," or "Trade Secret," the Firm agrees, by submission of its Proposal, to defend and indemnify the District from all costs and expenses, including attorneys' fees, in any action or liability arising under the Public Records Act.