

## Form A – Installer Contact Information

### Primary contact for questions related to this proposal

<b>Company Name:</b>	<b>Website:</b>
<b>Address:</b>	
<b>Primary Contact Name and Title:</b>	
<b>Email:</b>	<b>Phone:</b>

### Additional Installers (if applying as a consortium)

<b>Company Name:</b>	<b>Website:</b>
<b>Address:</b>	
<b>Primary Contact Name and Title:</b>	
<b>Email:</b>	<b>Phone:</b>

<b>Company Name:</b>	<b>Website:</b>
<b>Address:</b>	
<b>Primary Contact Name and Title:</b>	
<b>Email:</b>	<b>Phone:</b>



*If yes, Freeport will follow up with you in April 2015 to verify the information we will be posting.*

**Briefly describe your company and outline its history (include any changes in size, business model, name, or ownership since your founding). What services does your company provide? Does your company typically contract out for any portion of your work related to solar PV installation? Please explain.**

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**Key Solarize Roles and Staff**

Please list the individuals, teams, and/or subcontractors who will serve each of the following key roles during the Solarize program. If any roles are uncertain at this time, please note and explain.

- Wherever possible, list specific individuals (*all individuals listed must be included in Form B.2*).
- If a team/department is listed, list at least one specific lead individual responsible for Solarize efforts.
- *All listed subcontractors must submit a separate Form B.1 and Form B.2.*

<b>Attend public outreach events:</b>
<b>Participate in bi-weekly calls:</b>
<b>Contact Solarize leads:</b>
<b>Perform site visits:</b>
<b>Design systems:</b>
<b>Write proposals/contracts:</b>

**Perform installations:**

**Other key roles relevant to the Solarize program (if applicable, please describe and list relevant staff/team):**

**Please list three customer references, preferably in or near Freeport.**

<b>Customer Name:</b>		<b>Town:</b>	<b>State:</b>
<b>Phone Number:</b>		<b>Email Address:</b>	
<b>Date of Install:</b>	<b>System Size:</b>	<b>Additional Notes:</b>	

<b>Customer Name:</b>		<b>Town:</b>	<b>State:</b>
<b>Phone Number:</b>		<b>Email Address:</b>	
<b>Date of Install:</b>	<b>System Size:</b>	<b>Additional Notes:</b>	

<b>Customer Name:</b>		<b>Town:</b>	<b>State:</b>
<b>Phone Number:</b>		<b>Email Address:</b>	

<b>Date of Install:</b>	<b>System Size:</b>	<b>Additional Notes:</b>
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## Form B.2 – Staff Profiles

**Company Name:** \_\_\_\_\_

Please include all individuals referenced on pages two and three of Form B.1.

Use as many Form B.2 sheets as necessary to list all relevant individuals.

This is sheet \_\_\_\_ of \_\_\_\_ for the company listed above.

Name:	With company since (year):	Total years in solar industry:
Based out of (town):	Applicable licenses/certificates (including NABSEP) held:	
Additional notes:		

Name:	With company since (year):	Total years in solar industry:
Based out of (town):	Applicable licenses/certificates (including NABSEP) held:	
Additional notes:		

Name:	With company since (year):	Total years in solar industry:
Based out of (town):	Applicable licenses/certificates (including NABSEP) held:	
Additional notes:		

Name:	With company since (year):	Total years in solar industry:
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<b>Based out of (town):</b>	<b>Applicable licenses/certificates (including NABSEP) held:</b>
<b>Additional notes:</b>	

<b>Name:</b>	<b>With company since (year):</b>	<b>Total years in solar industry:</b>
<b>Based out of (town):</b>	<b>Applicable licenses/certificates (including NABSEP) held:</b>	
<b>Additional notes:</b>		

<b>Name:</b>	<b>With company since (year):</b>	<b>Total years in solar industry:</b>
<b>Based out of (town):</b>	<b>Applicable licenses/certificates (including NABSEP) held:</b>	
<b>Additional notes:</b>		

<b>Name:</b>	<b>With company since (year):</b>	<b>Total years in solar industry:</b>
<b>Based out of (town):</b>	<b>Applicable licenses/certificates (including NABSEP) held:</b>	
<b>Additional notes:</b>		

<b>Name:</b>	<b>With company since (year):</b>	<b>Total years in solar industry:</b>
<b>Based out of (town):</b>	<b>Applicable licenses/certificates (including NABSEP) held:</b>	



**Additional notes:**

# Form C – Core Solarize Proposal

## Bidding Installer(s):

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*If applying as a consortium, please submit one Core Solarize Proposal on behalf of all partnering installers.*

**QUESTION 1 – Explain your company's/consortium's interest in Solarize Freeport, including why Solarize is a sound business opportunity for you.**

**QUESTION 2 – Describe your company's/consortium's interest in and commitment to the Freeport solar market beyond the limitations and timeframe of Solarize Freeport.**

**QUESTION 3 – Please outline a contingency plan in the event that the flow of leads is greater than anticipated and you are unable to provide timely and high-quality customer service to all Solarize leads.**

**QUESTION 4 – One goal of Solarize Freeport is to help guide customers who don't go solar through Solarize toward other energy-related resources (e.g. solar hot water, energy efficiency, community solar). How will your company/consortium support these efforts? Include any existing consumer education practices, relationships with other energy-related companies, and/or any unique in-house expertise.**

**QUESTION 5 – As stated in the RFP, the Town is committed to working with small businesses and farm enterprises as well as residents. Please describe any experience you have working with customers of**

**this kind. Include any concerns, considerations or limitations which might inhibit your ability to work with farms or small businesses during Solarize Freeport.**

## Form D – Customized Proposal

### Bidding Installer(s):

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*If applying as a consortium, please submit one Customized Proposal on behalf of all partnering installers.*

**QUESTION 1 – Describe your company’s/consortium’s geographic proximity to Freeport, addressing your team’s ability to provide a consistent presence throughout the program.**

**QUESTION 2 – If applicable, list marketing services your company/consortium will provide to complement and support the Town’s outreach (e.g. paying for lawn signs, postcard mailings, vehicle magnets).**

## Form E – Equipment and Pricing Proposal

**Bidding company or consortium:**

If bidding as a consortium with a single tiered pricing structure and equipment offering, please submit one Form E on behalf of the partnering installers. If bidding with multiple pricing structures or equipment offerings, please contact Donna Larson ([dlarson@freeportmaine.com](mailto:dlarson@freeportmaine.com)) prior to completing Form E.

*All information provided in Form E will be publicly available throughout the Solarize program.*

### **Proposed Standard Equipment**

The chart below must include all equipment required for a typical Solarize solar PV installation (all-inclusive, roof-mount) as represented in the standard tiered pricing proposal outlined on the next page. If more than one variety of equipment might be used without impacting project cost, please indicate below. Please also write in any relevant items not listed here and any available warranties on individual components.

<b>Major Component</b>	<b>Manufacturer, Model #, Country Where Produced</b>	<b>Warranty</b>	<b>Notes</b>
<i>Inverter(s)</i>			
<i>PV Modules</i>			
<i>Mounting System</i>			
<i>Production Meter</i>			
<i>Data Acquisition System</i>			

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## Tiered Standard Pricing Proposal

Installers are expected to offer a purchase model for pricing. Other lease/PPA/financing options will be considered. All installers interested in proposing anything other than a purchase model for pricing should contact Donna Larson (dlarson@freeportmaine.com) prior to submitting a bid.

**Please Identify 3-5 Standard Pricing Tiers** in the chart provided below. Tier levels indicate total aggregated amounts of contracted solar. Pricing at each tier should reflect the total installed cost<sup>1</sup> of a typical installation, including the standard equipment outlined on the previous page. The proposed price to the customer must decrease for each of the proposed tiers. The price drop and total capacity jump can be different between tiers.

Note: Prices indicated below do not take into account system size. Any variations in installed cost resulting from system size should be defined in the next section under "Increased Pricing Factors."

	<i>Tier 1</i> <i>(e.g. 0-30kW)</i>	<i>Tier 2</i> <i>(e.g. 30-50kW)</i>	<i>Tier 3</i>	<i>Tier 4 (optional)</i>	<i>Tier 5 (optional)</i>
<b>Tier bracket, in kW</b>					
<b>Purchase Price (\$/W)</b>					

**What electricity pricing escalator will be used to calculate return on investment for customers?**

### Adjusted Pricing Factors

**In the chart on the following page**, list any factors that will increase or decrease the standard tiered pricing proposed above. Indicate the impact on total project cost in \$/W or as a flat cost.

**Please also list any services not provided by the installer that, if required, could add to total project cost (e.g. tree removal or structural reinforcement of rafters):**

<sup>1</sup> Including system design, permitting, applicable materials and equipment, transportation, labor, and all equipment and workmanship warranties. Price should be independent of any available tax credits or incentives.

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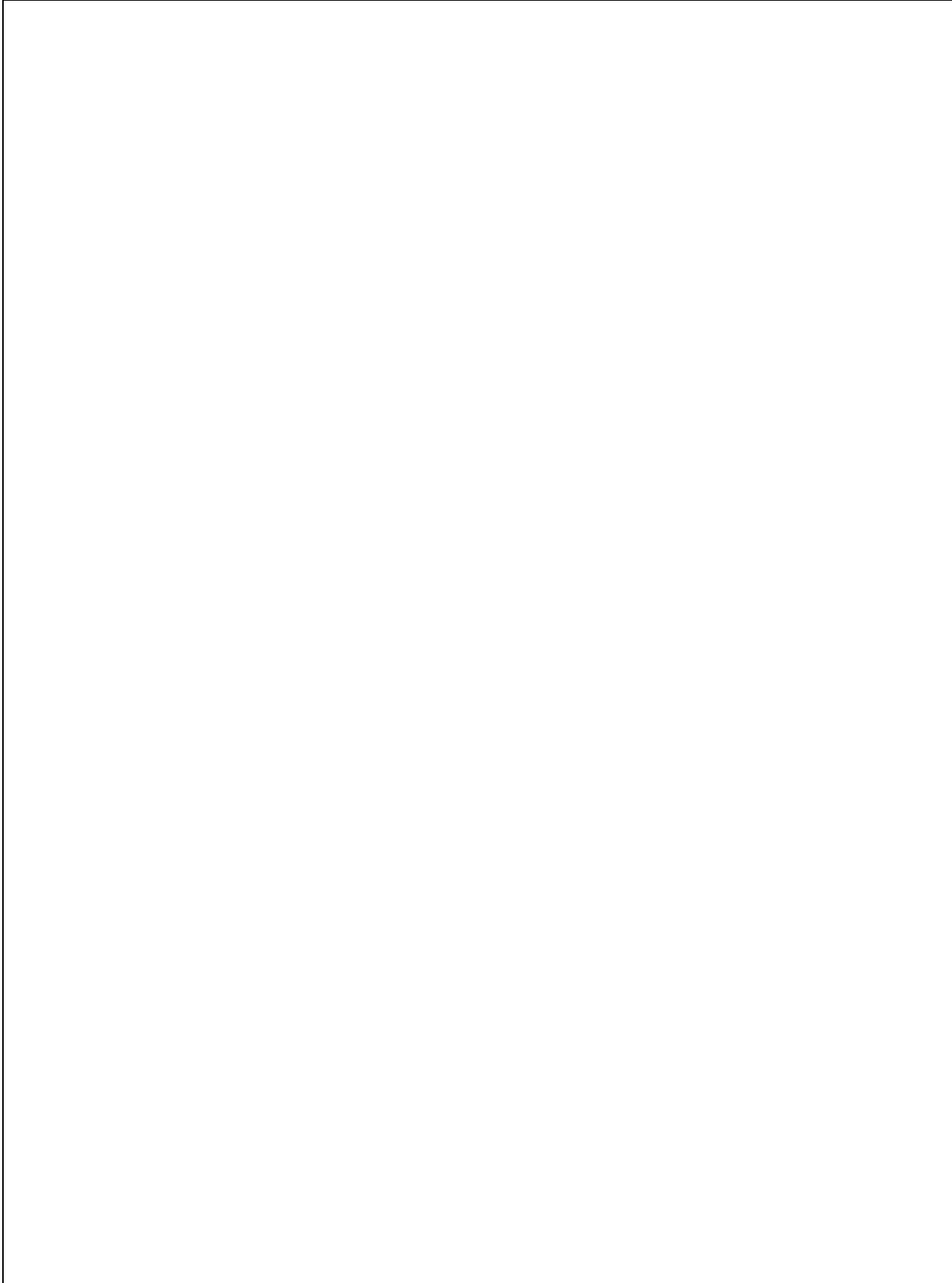
**Adjusted Pricing Factors Chart (a.k.a. Cost Adders)**

	<i>Description of Cost Adder</i>	<i>Increased Cost (\$/W)</i>	<i>Notes</i>
<b>Site Specific</b> e.g. <ul style="list-style-type: none"> <li>• Multiple roofs</li> <li>• Tilt racking</li> <li>• Roof material</li> <li>• Steep/tall roof</li> <li>• Ground mount</li> </ul>			
<b>Electrical</b> e.g. <ul style="list-style-type: none"> <li>• Electrical panel upgrade</li> <li>• Meter upgrade</li> <li>• Interior conduit run</li> </ul>			
<b>System Monitoring</b>			
<b>System Size</b> e.g. additional cost per kW for systems under X kW, or discount for larger systems			
<b>Other</b> e.g. <ul style="list-style-type: none"> <li>• Alternative inverter options</li> <li>• Alternative panel options</li> <li>• Options</li> </ul>			



requested by community (if applicable)			
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**Please provide a narrative outlining the features and merits of the equipment you have proposed (both the standard equipment options and additional options listed under adjusted pricing factors) in terms a layperson would understand. Please also comment on any possible product sourcing issues which might arise, including your contingency plan should any of the promised equipment become unavailable during the program.**



## Form F – Authorized Signatures

The undersigned is a duly authorized representative of the installer listed below, with the authority to commit the company for the proposed Solarize Freeport Program. I certify:

- The installer has read and understands the RFP requirements.
- The information contained in this proposal, and any related correspondence or documentation, is true, accurate, and complete.
- The installer has disclosed all affiliates, partnerships, and relationships.
- The installer understands that selection of an installer through this RFP is not an offer and the selection committee reserves the right to continue negotiations with the selected installer until the parties reach a mutual agreement. Moreover, the selection committee reserves the right to reject any or all proposals; waive defects or irregularities in any proposal; enter into discussions with selected installers; discontinue discussions with any installer at any time and for any reason; correct inaccurate awards; change the timing or sequence of activities related to this program; modify, suspend, or cancel this program; and condition, modify, or otherwise limit awards pursuant to this program.

Installer: \_\_\_\_\_  
(Printed Name of Installer Organization)

By: \_\_\_\_\_ Title: \_\_\_\_\_  
\_\_\_\_\_  
(Printed Name of Authorized Representative)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**If applying as a consortium, please include signatures from all installer partners:**

Installer: \_\_\_\_\_  
(Printed Name of Installer Organization)

By: \_\_\_\_\_ Title: \_\_\_\_\_  
\_\_\_\_\_  
(Printed Name of Authorized Representative)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Installer: \_\_\_\_\_  
(Printed Name of Installer Organization)

By: \_\_\_\_\_ Title: \_\_\_\_\_

\_\_\_\_\_ (*Printed Name of Authorized Representative*)

Signature: \_\_\_\_\_

Date: \_\_\_\_\_