



Town of Derry, New Hampshire

REQUEST FOR QUALIFICATIONS

B19-123

April 3, 2019

The Town of Derry - Department of Public Works is seeking proposals for:

Photovoltaic System

Offered by:

Town of Derry – Public Works Department

RFP Process Coordinated by:

Michael A Fowler, P.E., Director
Department of Public Works
14 Manning Street
Derry NH 03038
(603) 432-6144

Background:

The Town of Derry invites qualified proposers to submit proposals for installation of solar panels on the Town's solid waste landfill, located on Kendall Pond Rd. The following configurations are requested for a quote:

1. 1 MW project
2. 1 MW project with infrastructure to facilitate expansion to 5MW
3. 5 MW project

Landfill History

The Derry Landfill located on Kendall Pond Road consists of approximately twenty-seven (27) acres of covered area and is comprised of two (2) contiguously capped sections. One section is approximately twenty (20) acres of sanitary municipal waste and was operated from approximately 1974 to 1985 (now referred to as LF 86). The second section is approximately seven (7) acres of demolition debris and tree stumps that operated from approximately 1980 to 1990 (now referred to as LF 98). These

sections were closed and capped in 1986 and 1998 with a 30 mil PVC liner and 40 mil textured HDPE liner, respectively. The two sections are hereafter referred to as the 86 and 98 landfills based upon year of closure.

Landfill Construction

Construction of the cap over LF86 was completed in 1986. This cap consisted of 12 inches of interim cover overlain by 12 inches of sand overlain by a 30 mil PVC liner. The liner was covered with 18 inches of sand overlain by 6 inches of topsoil. Side slopes of the cap range from 2 to 29 percent.

The construction of the cap over LF98 was completed by the Town of Derry between April and November 1998. The cap consisted of 12 inches of intermediate cover over the solid waste, overlain by 12 inches of stone dust, overlain by forty (40) mil HDPE. Twelve (12) inches of stone dust was placed over the HDPE followed by 6 inches of silt and 4 inches of topsoil. Side slopes of the cap range from 8 to 29 percent.

There is a passive landfill gas venting system installed in the landfill. The system consists of 22 vertical perforated PVC pipe installed at varying depths within the landfill to vent to the atmosphere and prevent gas build up or migration. There are also three (3) gas monitoring probes outside the footprint of the newer landfill to monitor for potential migration of landfill gases.

Surface drainage from both sections of the landfill cap relies primarily on sheet flow over the landfill cap with run-off routed around and through a series of drainage ditches and swales prior to being released into grassy areas near Beaver Brook or surrounding wetlands. LF86 also has a subsurface drainage tile system in a portion of the landfill. The subsurface consists of perforated piping approximately 2-feet below surface within a pea-stone backfill covered by filter fabric.

The capping system is maintained in accordance with standards set forth in NHDES landfill post-closure regulations and guidelines. Semiannual inspections are conducted to identify the presence of leachate, cap erosion, groundwater/gas monitoring well and gas vent damage, excessive settling, perimeter control, and sparse vegetation. The cap vegetation is cut once per year beginning in late summer. The results of the inspection and monitoring are reported annually to the NHDES Solid Waste Management Bureau.

Total/usable Acreage

An estimate of “usable acreage” was made using the Town’s GIS system. In preparing the estimate, it was assumed that a solar array would require relatively flat, level areas to construct the array.

The larger older section of the landfill (LF86) has approximately 10 acres of relatively flat level area. There are 15 landfill gas vents within this area that would have to be worked around. In addition, it would be advisable to avoid placement of any footings above the tile drain system to avoid damage to the piping.

The newer section of the landfill (LF98) consists of a large hill which is mostly sloped and only a small flat/level area exists at the top which is approximately 0.5 acres in size.

Regulatory Discussions and Required Site Work

Recent discussions with NHDES Solid Waste Bureau indicate that an assessment of the LF86 cap liner would not be required provided the following: 1) that any excavation into the cap for purposes of placement of footings is limited to a shallow work, few inches to a foot such that it leaves a buffer distance to the liner and does not penetrate the liner, and 2) a review of long term groundwater monitoring data does not suggest a breach of the liner.

LF86 has some areas of uneven settlement which formed some localized depressions which temporarily collects runoff. These areas will be addressed by the Town of Derry for filling and grading to promote positive drainage, prior to the start of the project. Any new depressions caused by Vendor construction activities would need to be corrected by the Vendor.

The 15 landfill gas vents located on LF86 would need minor modifications to raise the height above the solar array and will be addressed by the Town of Derry prior to the start of the project.

The attached imagery is taken from the Town's GIS System. The estimated available area could change based on the site inspection and the individual proposer's approach using their technology and installation methods. Proposers may access the Town's GIS at www.derrynh.org for their own use.

Proposers may access the FEMA flood map #33015C0527E for related data on flood zones within this property.

The proposer shall be responsible for preparing and submitting a landfill modification permit reflecting the proposed site changes based on the existing permit DES-SW-TP-94-011 in accordance with Env-Sw 807.05(0). Please refer to the NHDES website for further information on requirements.

The proposer shall provide copies of plans, studies and other accompanying information to assist the Town in its evaluation of the proposals. A Planning Board site plan review will also be conducted by the Town prior to start of the project.

Project Intent

The Town of Derry is seeking a proposal to include the following components:

1. The Town of Derry is seeking proposals to either purchase the solar panels outright or consider a lease to own option as offered by the proposers. All submissions shall explicitly state a firm annual lease for the duration of the contract. If escalation clauses are to be included, the proposal shall include percentage increases over the 25-year period.
2. The proposer shall be responsible for system design and permitting through NHDES and other regulatory agencies such as NHPUC. This would include any Wetlands permit for the crossing of Beaver Brook. Proposer will be responsible for completing the Eversource Interconnection Agreement and any other Eversource requirements to complete the project.
3. A glare study shall be provided that takes into consideration surrounding homes, roads and highways.
4. The proposer shall furnish surety (bond) for 100% value of the project cost, if the project is an outright purchase.
5. The proposer will not be responsible for building permit fees and property taxes if the proposal includes provisions for the Town to own the panels outright. ***If the proposal includes a lease provision, the Vendor can assume that the annual property tax payments would be \$1 (one) dollar per year.***
6. In a lease scenario, the proposer may apply for tax credits and other incentives as eligible. The proposer may retain the credits/incentives as part of the overall financial proposal. For an outright purchase, the Town expects to capture those credits, if available to them.
7. The proposer shall provide liability insurance for the duration of the lease with the following minimum limits:

Coverage must be written with an insurance carrier licensed to do business in the State of New Hampshire. The Town of Derry requires thirty (30) days written notice of cancellation or material change in coverage. The successful Bidder is responsible for filing updated Certificates of Insurance with the Town of Derry during the life of the contract.

The successful Bidder shall provide a Certificate of Insurance with evidence of the following coverage to the Town of Derry prior to commencing work under the contract document.

Comprehensive General Liability - \$1,000,000 per occurrence/ \$2,000,000 aggregated – Town of Derry must be named as an additional insured.

Motor Vehicle Liability - \$1,000,000 combined single limit – Town of Derry must be named as an additional insured. Coverage must include all owned, non-owned and hired vehicles.

Workers' Compensation – as required by statute, Employers' Liability of \$100,000/\$500,000/\$100,000.

The successful Bidder shall indemnify and hold harmless the Town of Derry, NH, its agents and employees from and against all claims, damages, losses and expenses, including attorney's fees, arising out of the successful Bidder's/Subcontractors' performance under the contract.

8. The Town of Derry seeks to use generated electricity at the Town's wastewater treatment plant which is located immediately to the north, across Beaver Brook. The Eversource account number is #8000358-01-5-8. For the main meter connection (see GIS map), the medium voltage is 7200V phase to ground and 12470V phase to phase. The proposer will be responsible for soliciting demand/usage information on this account to determine the optimum sizing of the solar panel field for this location. For the 12 month period between January 2018 and December 2018, usage was 2,276,943 kWh. The Vendor is responsible for all material and labor to connect the solar array system into the main meter for a net metering arrangement. Minimum electrical requirements are listed in Addendum 1.
9. Proposers may submit questions by email only to mikefowler@derrynh.org. All questions shall be submitted by April 26, 2019, 4PM. Responses shall be posted to the Town's website by April 30, 2019.
10. **A mandatory site visit will be conducted on April 23, 2019, 10am at the landfill.** Proposers are urged to keep an eye on the weather; they may contact Craig Durrett @ 603-432-6144 with any questions on the weather. There will be a question and answer session at the DPW site immediately after the site visit.

Proposal Requirements:

At a minimum, the proposal shall include information regarding the qualifications and experience of personnel on this project, information on projects in operation, references, project approach and financial terms. Three (3) copies of the proposal shall be submitted.

Basic Requirements for the proposal each site shall include:

- Company Profile – including key personnel
- References for projects similar in scope and overall company experience
- Panel Count/Size and Location – Panels shall be black in color
- Power production estimate: provide assumptions and methodology used to derive estimate yearly kwh production.
- Estimated Installation Schedule and company backlog (if any)
- Specifications for panels, microinverters and other relevant equipment
- Proposed capacity and production metrics
- Annual Reduction in Electricity cost (using 13 cents per kWh as baseline)
- Annual REC Income
- Peak Usage Impact and Potential Cost Savings
- Payback Analysis – **PROPOSERS SHALL ACCURATELY REPRESENT REVENUES/CREDIT FROM EXPORTED ELECTRICITY SALES AND ALSO ACCURATELY REPRESENT EXPENDITURES FROM IMPORTED ELECTRICITY PER NHPUC REGULATIONS**
- Warranty Information for panels at 25 years, microinverters at 25 years, workmanship and infrastructure at 12 years
- Pricing shall include all racking materials and service from PV array to service panel and or WWTP building.
- Discussion about the permitting time line with NHDES and NHPUC.
- Pricing
- ***Option A – Outright purchase – Gross Cost and Net Cost (after rebate) for 1MW, 1 MW with interconnect and 5 MW.***
- ***Option B – Lease Agreement/PPA buyout at Years 5 through 25 for 1MW, 1 MW with interconnect and 5 MW.***

Selection Criteria:

All responsive submittals shall be reviewed. Each proposer shall be evaluated based on the following criteria:

1. Team qualifications/Past Projects
2. Qualifications of Project Manager, Lead Designers, and other Key Staff
3. Understanding of project objectives
4. Responsiveness to Town's requirements reflected in proposed approach/scope
5. Project schedule
6. Financial Terms

The Town shall rate the firms in order of preference. The top-rated firm shall be notified of its standing and further negotiations with the Town may commence. If the Town is unsuccessful in reaching a satisfactory contract with the top-rated firm, it may terminate the negotiations without prejudice and commence negotiations with the second rated firm. If no agreement can be reached with the second rated firm, the Town shall move to the third, and so forth. Once negotiations are terminated with a firm, they may not be reopened.

The Town of Derry may or may not interview proposers at their discretion. Proposers should fully understand that the Town evaluation team cannot interview all proposers. The Town will seek to expedite the selection process but proposers should expect a final decision by May 31, 2019.

Submission Information:

Proposals must comply with the following submission procedures:

Sealed proposals shall be submitted marked "Photovoltaic System" on the outside of the envelope, addressed to:

Photovoltaic System

**Michael A Fowler, P.E., Director
Department of Public Works
14 Manning Street
Derry, New Hampshire 03038**

Proposals will be accepted until 4:00 pm **May 7, 2019**. Proposals received after this time will be returned unopened. Faxed proposals will not be accepted.

1. **AUTHORIZATION:** The proposal must be signed in ink by an authorized signer, or by an agent of the proposer legally qualified and acceptable to the proposer, and contain the printed names, titles, and business and post office address of both parties, if applicable.
2. **WITHDRAWAL OF PROPOSALS:** A proposer will be permitted to withdraw their proposal unopened after it has been deposited if such request is received in writing prior to the time specified for opening of the proposals.
3. **RESERVATION OF RIGHTS:** The Town of Derry reserves the right to reject any or all proposals, to waive technical or legal deficiencies, and to accept any proposal that it deems to be in the best interest of the Town. The proposer is solely responsible for the contents of their response to this request for proposal. **The Derry Town Council must approve the terms of the contract at a public meeting. This contract will not become binding until Town Council has taken an affirmative vote according to the Town Charter.**
4. **AVAILABILITY OF DOCUMENTS:** Copies of this proposal are available at:

Public Works Office
2nd Floor – Derry Municipal Center
14 Manning St
Derry, NH 03038

Bids & Proposals web page: <https://www.derrynh.org/bids-rfps>