

Block Island Health Services, Inc
6 Payne Road
Block Island, R.I. 02807
Notice of Request for Proposals to
Install a Solar PV System - March 1, 2017

Section 1 - Background

A. Block Island Health Services Inc. seeks proposals to design, furnish, and install a roof mounted solar PV system at the Block Island Medical Center with an intended capacity of approximately 6000 watts. The system is to be grid-tied system with electrical interface to allow for net metering. No battery back up is required. B.I.H.S. is a non-profit tax exempt corporation, operating the Block Island Medical Center, providing health care on Block Island. It is exempt from federal excise and state sales tax.

B. Project Funding

B.I.H.S. plans to directly purchase and own the PV asset, and not to lease or utilize a power purchase agreement. It is expected that the selected vendor will apply to and be awarded a R.I. O.E.R. Renewable Energy Fund (REF) Small Scale program grant for this project. B.I.H.S. will assist as necessary in this effort.

Section 2 - Scope of Work

A. Pre-construction

- Design the PV system in consideration of existing conditions present at the Block Island Medical Center
- Complete all engineering and system design work
- Town permit fees will be waived; any other permit fees will be paid by the vendor.
- A site tour can be arranged as desired.
- The higher, main roof is the suggested location for the array.

B. Equipment and Installation

- Coordinate with the roofing contractor the installation of new roofing, a Town of New Shoreham project, with the installation of the solar array racking systems.
- Furnish and install all mounting equipment.

- Furnish and install solar PV equipment including the solar modules, inverters, data acquisition system, and other necessary components. All equipment must be listed by a regulatory testing agency (i.e. UL, CSA, ETL). It will be the responsibility of the vendor to have materials associated with the PV system delivered to the job site.
- Furnish make/model information for panels, racking systems, and inverters to be used in the project. Recommended panels should be black framed and anti-reflective.
- Inspect and survey the PV components for manufacturing flaws or defects before installing.
- Include all necessary equipment and wiring for a complete and whole system .
- Furnish and install lightning protectors.
- The installation will comply with the most current National Electric code and the R.I. State Building Code (RISBC) as applicable including local wind load requirements.
- All electrical work must be performed by a licensed master electrician (or under the supervision of one in the state of Rhode Island. All contractors performing work on the project must be registered with the State of Rhode Island Contractor”s Registration Board.
- Clean the work area of the job upon completion.

C. Inspection and Commissioning

- Start and test the systems to the satisfaction of inspector and the Town of New Shoreham Facility Manager.
- Attend all applicable inspections required to confirm funding under the REF grant.
- Following completion of installation, provide an inspection and testing report. If necessary, make any changes identified in the draft report. attend and participate in any related press events, as requested by OER.
- Provide a detailed walk-through of the completed project to the facility manager of the Town of New Shoreham.
- All materials and labor shall be warranted for one year from final acceptance by owner. All equipment shall carry the manufacturer’s full warranty.
- Submit required paperwork to local utility for interconnection and attend any required utility inspections.

D. Monitoring

- The system shall include a web-based data acquisition system which provides the ability to access and monitor electrical production in real time and by day , month, and year.

E. Restrictions

- Vendors shall be responsible for securing the work area, including any and all measures to ensure the safety of building occupants during working hours, vehicular traffic, and vendor’s workers. Vendors shall provide for building access for emergency and medical use 24/7.
- Vendors may perform the work off hours and on weekends at their discretion.

F. Completion date

- System must be completed, inspected, and interconnected by November 1, 2017.

Section 3 - Qualifications

Respondents shall provide proposals that describe in detail their ability to design, install, and commission the PV system requested.

A. Threshold requirements

In order to be considered a qualified vendor, applicants must include legible photocopies of the following documentation:

- R.I. Contractors” registration and Licensing boards registration
- R.I. Renewable Energy Professional Certificate and/or a valid A Electrical License
- Proof of registration with the R.I. Secretary of State’s office. Corporations, LLCs, etc. must file the necessary paperwork with the R.I. Secretary of State and must reflect the registration number of the registered entity. A copy of the certificate of registration is necessary for each business entity even if that entities owned by the same individual pursuant to RIGL 5-65-1 (3) (ii).
- Maintain the required certificate of liability insurance of \$1,000,000.
- Have proof of proper Workers Compensation Insurance coverage.
- Ensure that all sub-contractors are registered and/or licensed depending on the work being performed.

B. Additional requirements

Vendors must demonstrate past project experience, including a listing of at least three commercial references interconnected within the last three years. Include contact information, project description, and interconnection date. In addition vendors must demonstrate recent work assisting in similar grant applications, and detail any experience with construction on Block Island or similar locale. Vendor should provide an estimated per KWH cost of power produced.

Section 4 - Submission Requirements and Selection Procedure

Both the technical and fee proposals are required to be submitted at the same time and delivered to Cynthia M. Baute, RN, MS at Block Island Health Services, Inc, PO Box 919, Block Island, RI. Proposals will be accepted until 3 pm on April 3rd, 2017 and will be opened on April 4, 2017.. All proposals will be in force for 120 days following opening. Block Island Health Services reserves the right to interview any and all respondents to this RFP based on their proposal. Bids will not be considered public records.

Describe past grant experience. Vendors must demonstrate recent work assisting in similar grant applications.

All services described in this RFP must be included in the submission, with no exclusions, exceptions, or qualifications, or the submission will be rejected as being non-responsive. Block Island Health Services Inc will review proposals for both fee and qualifications and reserves the right to award based upon a balanced consideration of both. BIHS reserves the right not to award this contract or to award on the basis of cost alone, to accept or reject any or all responses, and to award in its best interest.

Pre-submission questions

Questions should be directed to Cynthia M. Baute, RN,MS. at [**cmbaute2189@gmail.com**](mailto:cmbaute2189@gmail.com) and will be accepted until March 31, 2017.