Purchasing Division
Finance Department

Room 120
411 West First Street
Duluth, Minnesota 55802

218-730-5340
purchasing@duluthmn.gov

Addendum 1
Solicitation 23-99655
Request for Qualifications for Site Assessment & Evaluation for Solar PV & Storage

This addendum serves to notify all bidders of the following changes to the solicitation documents:

The following questions were received and the answers follow in *italics:*

1. The RFP indicates the city will be selecting sites, can you please clarify if the consultant will be helping to narrow down a larger number of sites to the 8-12 sites, or will the city select 8-12 sites for the consultant to evaluate? *The City will be selecting the 8-12 sites for the consultant to evaluate. Our goal will be to have the majority of these sites selected at the beginning of the contract period so that work can begin quickly. The selected consultant will* ***not*** *be part of the final 8-12 site selection.*

2. What is the energy output goal for this project? *Energy output will be site dependent. Each site will have unique constraints that will limit the amount of output available on site. Ideally, if a project has a load, we would like to try to attain 120% of that load on the site. If the site is vacant, we would want to achieve the largest energy output possible for the site while remaining within building/electrical and zoning codes.*

3. Of the 8-12 sites, what is the anticipated mix of roofs, greenfield, and parking structure roofs on these sites? If sites are known, can you provide a GIS map at this time? *We do not know the anticipated mix of sites at this time. We will be working with a pre-selected internal team and a few community partners to select the 8-12 sites from the current list. Until we have the sites selected, we will be unable to provide GIS maps. The selected vendor will be provided with GIS maps within one month of entering into the contract after sites have been identified.*

4. What is the design budget and what is the construction budget for this project*? The design/planning budget will vary for each site depending on the site's size, location, characteristics, etc. We anticipate some sites will require less evaluation/design than others as some information has already been gathered. Any relevant information on each site that has previously been gathered will be shared with the selected consultant. Information gathered during these initial site assessments will be used in determining future construction budgets.*

5. Please clarify the type and concern regarding ground water receptors that should be assessed. *Potential ground water receptors that may be assessed refer to water reservoirs*

and or pump stations owned and operated by the city. The majority of these reservoirs that may be considered consist of in-ground reservoirs or pumps that have concrete caps in place. If these sites are selected, main concerns would be the capability of the concrete cap to hold solar, how much, and where the solar could be placed and connected. While these would be main concerns, additional evaluations of the site may be necessary.

6. Is there a screening tool the city prefers to use as a starting point for site selection? Can the Duluth Shines tool be used for non-rooftop sites? *There is no preferred screening tool, and the Duluth Shines tool may be used while doing the initial screening of the site. We also have, and will continue to use alongside Duluth Shines, the PV Watts Calculator developed and used by NREL (https://pvwatts.nrel.gov/index.php). Both of these tools may be used for non-rooftop sites.*

7. What is the solar installation inter-connection intended to be with Minnesota Power*? This has not been determined at this time. This RFQ is intended for initial site assessment and possible PV & Storage planning. Interconnection with Minnesota Power would be determined on a per-site basis as each potential site may be developed in its own time and may require its own set of unique interconnection circumstances. Interconnection issues should be investigated and outlined site by site, during investigations.*

8. If we have more than 10 proposed team-members and partners, how would like us to present their experience? *While we understand that teams may include more than 10 members and/or partners, we request that you keep the resume pages limited to the maximum number as listed in the RFQ. Listing more than one team member or partner per page is allowed, but any resumes included after page 10 of team/partner resumes will not be included in the scoring of the RFQ.*

9. What milestones are anticipated for review documents*? Some of the work completed on these sites will be included as examples in the grant's research findings to other cold climate cities. While the RFQ has a deadline of 7/31/2025, we anticipate having most of the work with the selected consultant completed by 1/29/2025. Milestones will be determined in coordination with the project manager on a per-site basis as some sites will be larger than other and may require a longer timeline.*

Please acknowledge receipt of this Addendum by including a copy of it with your proposal. The pages included will not count toward any page limitation, if any, identified in the RFP.

Posted: **October 3, 2023**