

Town of Barrington, New Hampshire

Request for Proposals

For

Town Hall Municipal Photovoltaic (PV) Installation



Due: Thursday, February 1, 2024

No later than 12:00pm

**Deliver by USPS to:
Town of Barrington
Proposals for Barrington Town Hall
Solar PV Installation
PO Box 660
Barrington, NH 03825**

**Deliver in person or by UPS/FedEx to:
Town of Barrington
Proposals for Barrington Town Hall
Solar PV Installation
4 Signature Drive
Barrington, NH 03825**

Questions to Paul Panish, Energy Committee Chair

energy@barrington.nh.gov

www.barrington.nh.gov



TOWN OF BARRINGTON

NEW HAMPSHIRE

Office of the Select Board
Request for Proposals – Town Hall Solar Installation

1. General Information Provided

A Site

I. Location: Barrington NH Town Hall, 4 Signature Drive, Barrington NH 03825

II. Description

- a. The town of Barrington NH is requesting bids for a roof mounted solar system approximately 43 KW on multiple roofs facing south, east and west. A suggested roof diagram is provided but installers should feel free to submit designs as they see fit.
- b. The Town Hall currently uses approximately 38,000 kWh/year.
- c. The system shall be grid-tied, and should include online monitoring, revenue grade metering and automatic REC reporting.
- d. Each bid will provide an estimate of production for each design with commentary about how the figures were determined.

III. Submissions to include objectives of each proposal and installation timeline

B Finance Structure Solicited

I. The Town will provide a direct cash purchase for the system.

II. Chosen vendor would be expected to assist in receiving federal tax grant and any additional benefits available from

- a. Build America, Buy America Program
- b. Inflation Reduction Act prevailing wage requirements
- c. NH DOE rebates

III. Bonding may be required if the project cost exceeds \$125,000.00.

C Municipal permitting

I. The town will require electrical and building permits which would include a stamped engineering review for structural integrity. Roof plans will be provided to the chosen vendor.

II. Chosen vendor would be expected to arrange and pay for all permits and engineering plus complete all utility, rebate and REC reporting paperwork.

III. Chosen vendor is expected to abide by all electric and building code requirements.



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D Administration

- I. This Request for Proposal is issued by the Select Board through its Energy Committee. All communications shall be made via e-mail to Paul Panish (Energy Committee Chair) at energy@barrington.nh.gov.

2. Instructions to Bidders

A Anticipated RFP Schedule

- I. RFP Release Date: 12/21/2023
- II. Deadline for Bidder Questions: 1/18/2024
- III. Response to Bidder Questions: 1/25/2024
- IV. Proposed Due Date: 2/1/2024
- V. Reviewed and Recommendations by Energy Committee: 2/2/2024
- VI. Review by Select Board: 2/13/2024
- VII. Town of Barrington may change these dates at its sole discretion.

B Contact

- I. The issuing entity and sole contact for the coordination and dissemination of all information regarding this RFP is: Paul Panish, Energy Committee Chair.
- II. Bidders may submit written questions via email to Paul Panish by 1/18/2024. Email subject line must read: Barrington Solar RFP.
- III. Proposal Submission Format
 - a. All proposals must be received by, 12:00 PM, prevailing time, on Thursday, February 1, 2024. Interested parties must submit proposals in a sealed envelope, marked with the company name, address, and "Proposals for Barrington Town Hall Solar".

3. Submittal Requirements - Proposals should be succinct and well-organized, and no more than 25 pages. At a minimum, the following sections and information shall be included:

- A Cover Letter: Provide a statement of ability to complete the project with current workload; cite any conflicts of interest; and provide a 90-day guarantee on terms.
- B Contractor Qualifications: Provide an overview of qualifications for the contract team including, but not limited to, type of firm and relevant project experience.
- C References: Authorize release of information (see attachment) and provide firm references from at least three similar projects, including name, address, telephone number, title of project, and description of the work performed.



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D. Contact email Address

E Cost Proposal: Provide a not-to-exceed cost proposal for all work described under the Scope of Work, broken down by appropriate units.

F Equipment: Provide details of products and major components (modules, inverters, racking, etc) including standards for modules (Tier 1) and safety and other independent ratings.

G Warranty and Maintenance: Require information on the warranty for the solar panels and inverters, as well as a proposed maintenance plan.

H Insurance: Provide a Certificate of Insurance which clearly documents all current coverage limits available to the contractor. Successful contractor will be required to provide a policy endorsement which shows the Town of Barrington to be an additional named insured.

4. Selection

A Selection Process

I. Criteria for Evaluations Shall Include but are not Limited to:

- a. Proposal price and value
- b. Demonstrated experience installing, financing, and servicing systems of similar size and complexity in the region
- c. Quality and durability of equipment including warranties.
- d. Response of references
- e. Available resources to complete projects in a timely manner

5. Awards - to be made in the best interest of the Town. In determining what would be in the best interest of the Town, the following shall be considered:

A The ability, capacity, and skill of the Bidder to perform the Contract or provide the service required;

I. Whether the Bidder can perform the Contract or provide the service promptly or within the time specified, without delay or interference;

II. The character, integrity, reputation, judgment, experience, and efficiency of the Bidder;

B The quality of performance of previous contracts or services;

I. The previous and existing compliance by the Bidder with laws and ordinances relating to the Contract made in the best interest of the Town.

C The quality, availability and durability of components, supplies and/or sub-contractual services to the particular use required;



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- D The best financial result for the Town including price and durability and performance
6. Other
- A This RFP does not commit the Town of Barrington to pay any costs incurred by firms in the preparation, submission, or presentation of a qualifications package. By submitting to this RFP, the firm is authorizing the Town to request any relevant information or ask any questions in order to make an informed decision. The firm further agrees to release the Town from any liability in the review of the firm’s proposals and references.
 - B If the Select Board feels, at any time, that a firm’s proposal contains false or misleading statements, references, or any other matter which does not support a function, attribute, capability, or condition as stated by the firm or firms submitting, the proposal shall be rejected, regardless of the status of the phase of the selection process.
7. Reservation of Rights
- A The Town of Barrington reserves the right to undertake such investigations as it deems necessary to evaluate the qualifications of the firm and the individual team members. Firms may be requested to execute releases of information. Failure to provide a release upon request will result in disqualification.
 - B The Town of Barrington reserves the right to negotiate additional work not specifically detailed in this RFP with the selected firm.
 - C The Town of Barrington reserves the right to reject any or all proposals, to waive technical or legal deficiencies, to accept any proposal that it may deem to be in the best interest of the Town, and to negotiate the terms and conditions of any proposal leading to execution of a contract.
8. Exhibits
- A Facility roof plan
 - B Reference information release authorization

AUTHORIZATION TO RELEASE INFORMATION

The undersigned hereby authorizes the Town of Barrington to obtain information regarding its performance on other contracts, agreements or other business arrangements, its business reputation, and any other matters pertinent to the evaluation and selection of a successful proposer in response to its Request for a Barrington Town Hall Municipal Photovoltaic Installation.

The undersigned hereby releases, acquits, and forever discharges the Town of Barrington, its Administrators, employees, governing Board members, and agents from any and all liability whatsoever, including all claims, demands and causes of action of every nature and kind affecting the undersigned that it may have or ever claim to have relating to information, data, opinions, and references obtained by the Town of Barrington in the evaluation and selection of a successful proposer in response to its Request for a Barrington Town Hall Municipal Photovoltaic Installation.

The undersigned hereby authorizes representatives of the Town of Barrington to contact any and all of the persons, entities, and references that are, directly or indirectly, listed submitted, or referenced in the undersigned's proposal submitted in response to its Request for a Barrington Town Hall Municipal Photovoltaic Installation.

The undersigned further authorizes any and all persons or entities to provide information, data, and opinions with regard to the undersigned's performance under any contract, agreement, or other business arrangement, the undersigned's ability to perform, the undersigned's business reputation, and any other matter pertinent to the evaluation of the undersigned. The undersigned hereby releases, acquits, and forever discharges any such person or entity, their officers, directors, employees and agents from any and all liability whatsoever, including all claims, demands and causes of action of every nature and kind affecting the undersigned that may have or ever claim to have relating to the evaluation and selection of a successful proposer in response to its Request for a Barrington Town Hall Municipal Photovoltaic Installation.

A photocopy of this signed Authorization is as valid as the original.

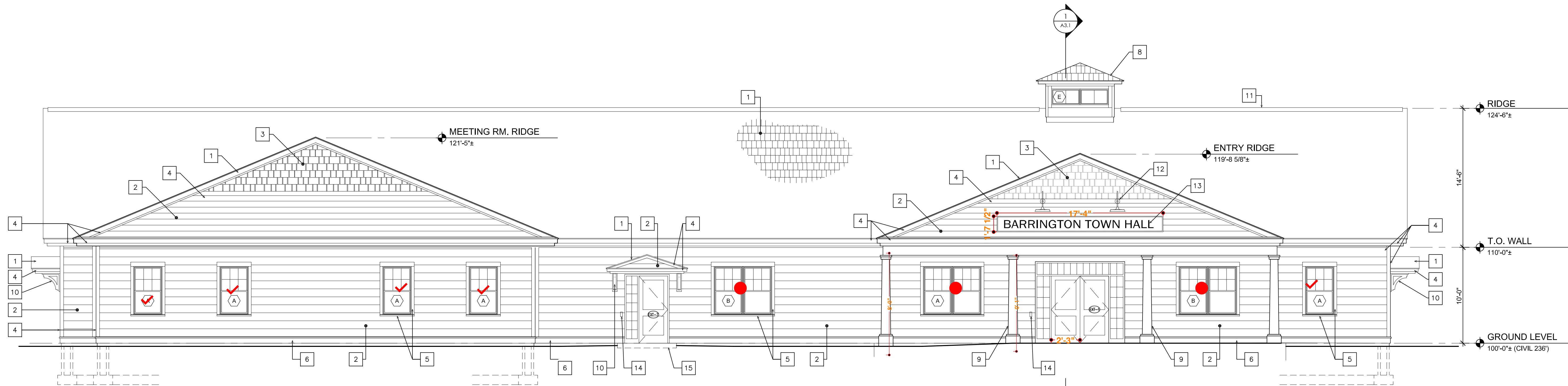
Signature

Date

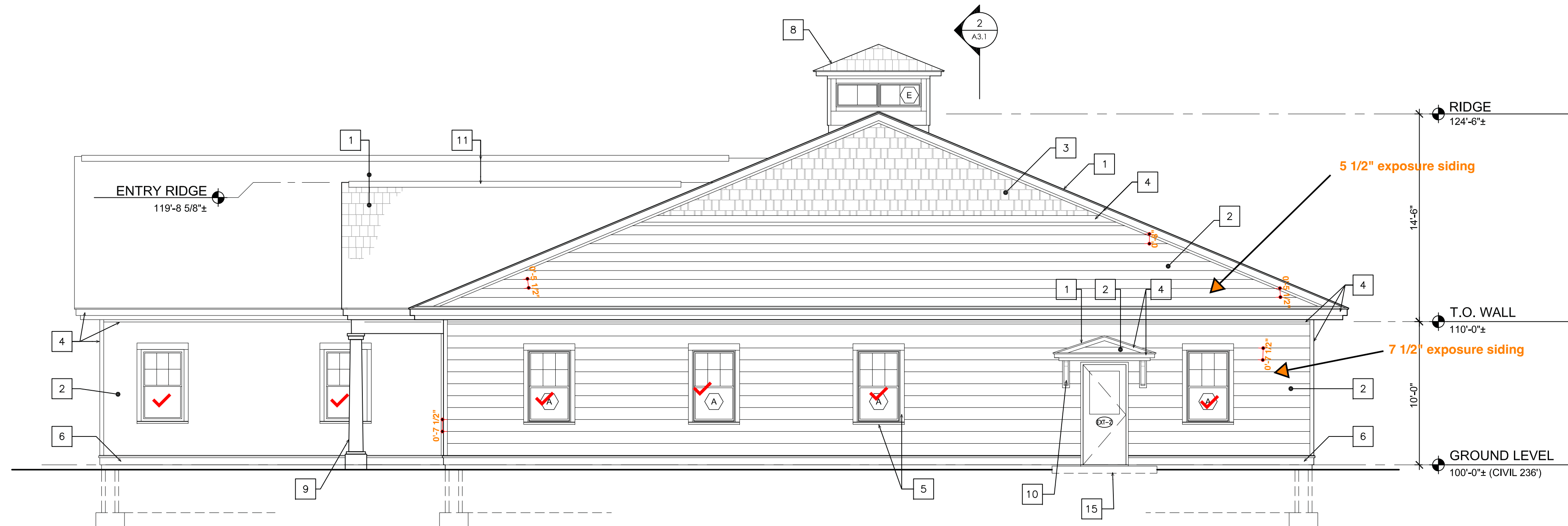
Company

Name

Title

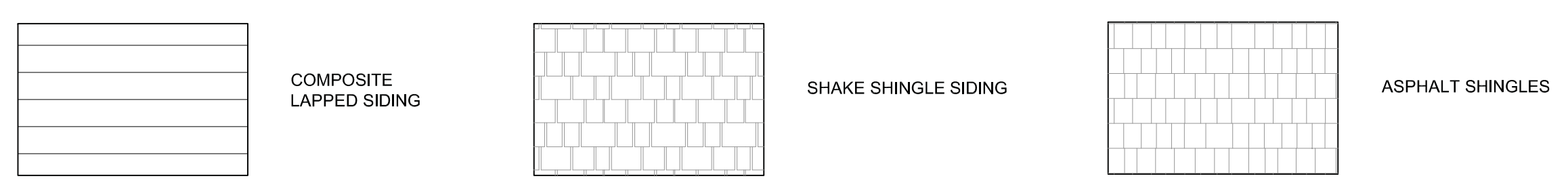


2 WEST EXTERIOR ELEVATION
SCALE: 1/4" = 1'-0"




1 SOUTH EXTERIOR ELEVATION
SCALE: 1/4" = 1'-0"

EXTERIOR PATTERN KEY:



ELEVATION KEYNOTES:

- 1 ASPHALT SHINGLE ROOF
- 2 COMPOSITE LAP SIDING
- 3 SHAKE SHINGLE SIDING
- 4 COMPOSITE TRIM BOARD
- 5 COMPOSITE WINDOW CASING
- 6 COMPOSITE WATER TABLE
- 7 FIXED BORROWED LIGHT
- 8 CUPOLA LIGHT WELL
- 9 ARCHITECTURAL COLUMN COVER - MELTON DURACCLASSIC
COMPOSITE COLUMN COVER TUSCAN 200DC -14"
- 10 ARCHITECTURAL BRACKETS
- 11 RIDGE VENT
- 12 EXTERIOR GOOSENECK LIGHTING FIXTURE
- 13 EXTERIOR SIGNAGE
- 14 ADA ACTUATOR
- 15 EXTERIOR CONC. ENTRY SLAB, SEE STRUCTURAL DWGS.

OWNER:

 TOWN OF BARRINGTON
 PO BOX 660 333 CALIF HIGHWAY
 BARRINGTON, NH

DESIGN BUILDER:

 Careno Construction Company, LLC
 Design Build / Construction Managers / General Contractors
 270 West Road - Suite 4A
 Portsmouth, NH 03801
 p. 603.436.1006 f. 603.436.6020
 e. build@carenoconstruction.com

ARCHITECT:

 PORTONE ARCHITECTS
 959 Islington Street
 Portsmouth, NH 03801
 603.436.8891
 info@portonearchitects.com

CIVIL / STRUCTURAL ENGINEER:

 CIVIL CONSULTANTS
 Engineers - Planners - Surveyors
 293 Main Street
 South Berwick, ME

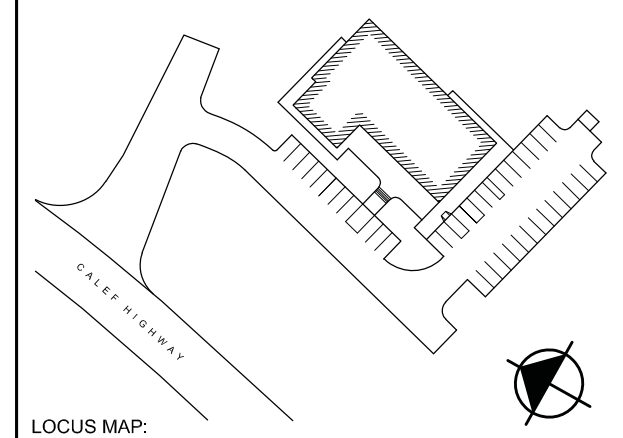
REVISION HISTORY:

#	DATE	ISSUANCE



PERMIT DOCUMENTS

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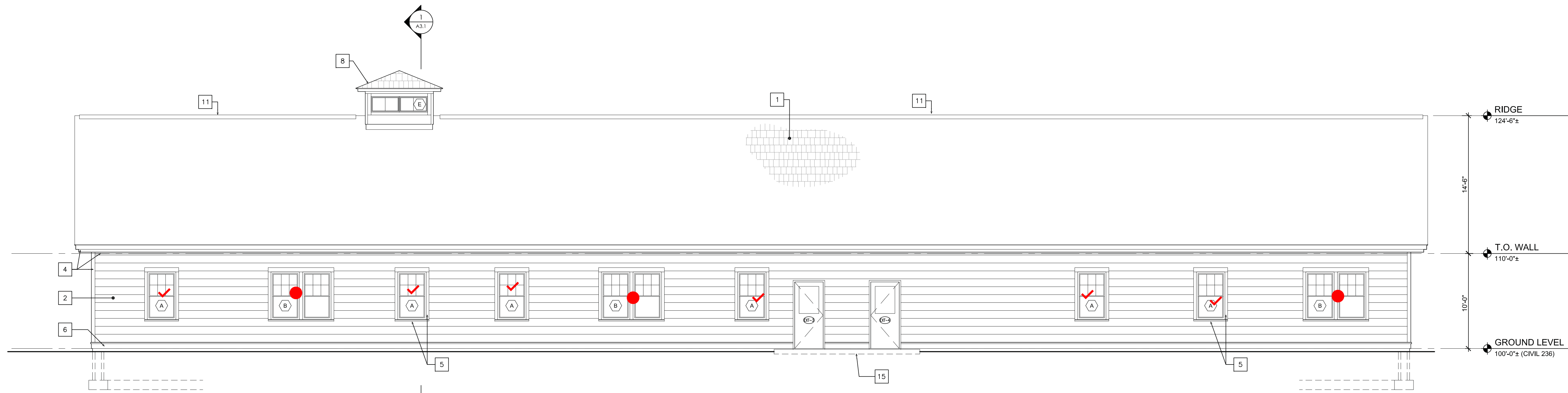


PROJECT NAME:
**Barrington
 Town Hall**

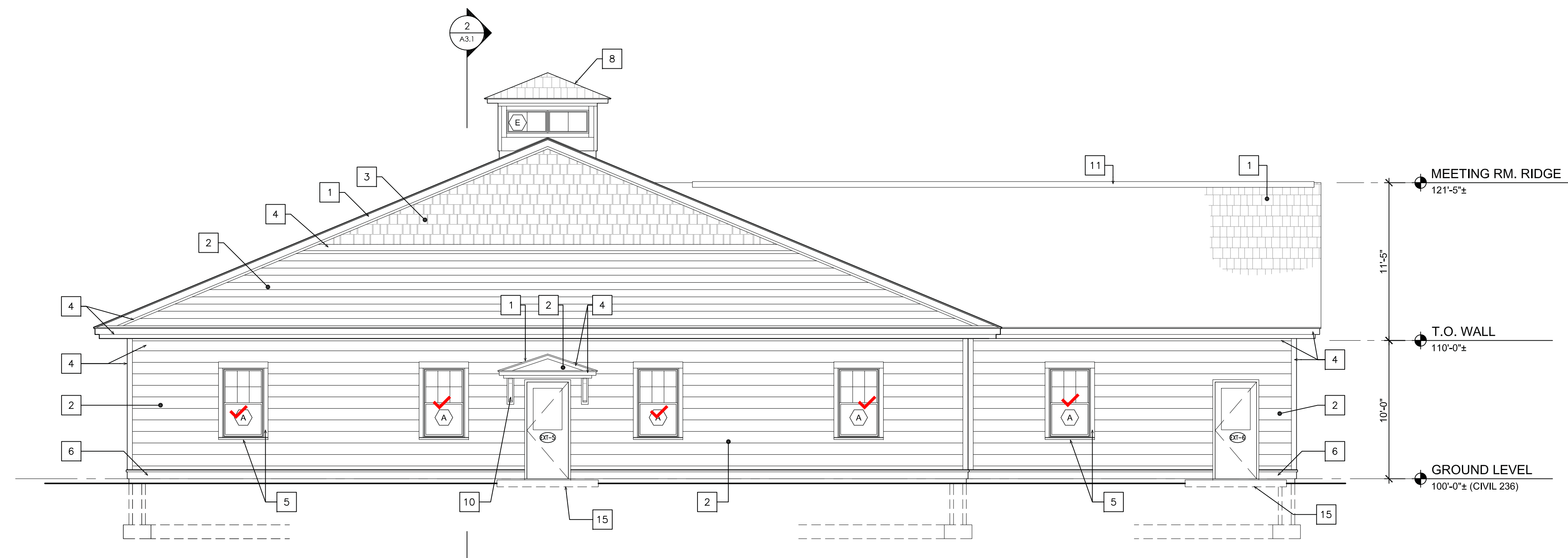
DRAWING TITLE:
 EXTERIOR
 ELEVATIONS

PROJECT No.: 19-062
 DATE: DECEMBER 1, 2021
 DRAWING SCALE: AS NOTED
 SHEET NUMBER:

A2.1

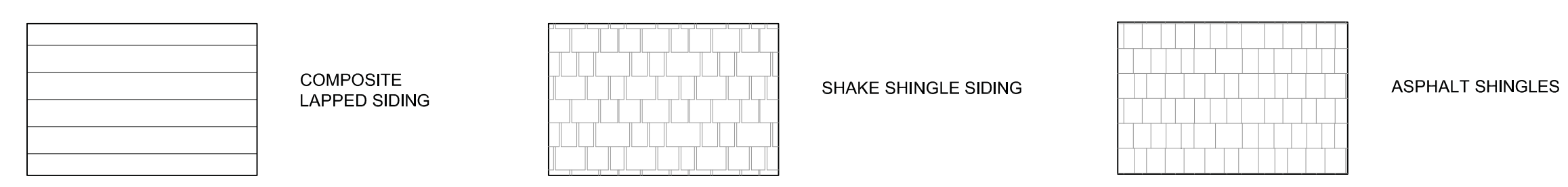


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SCALE: 1/4" = 1'-0"




1 NORTH EXTERIOR ELEVATION
SCALE: 1/4" = 1'-0"

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DESIGN BUILDER:

 Careno Construction Company, LLC
 Design Build / Construction Managers / General Contractors
 270 West Road - Suite 4A
 Portsmouth, NH 03801
 p. 603.436.1086 f. 603.436.6020
 e. build@carenoconstruction.com

ARCHITECT:

 PORTONE ARCHITECTS
 959 Islington Street
 Portsmouth, NH 03801
 603.436.8891
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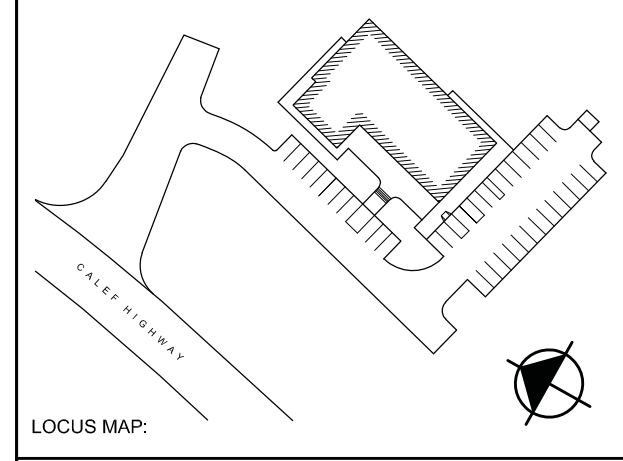
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A2.2