

ADDENDUM TO RFQ/RFP

**Southern Humboldt Unified School District
ECAA-Ed Funded
Solar Photovoltaic Project**

**Addendum #1
June 8, 2020**

To All Prospective Respondents:

The Southern Humboldt Unified School District (District) herewith issues Addendum No. 1 to the above-referenced solicitation. This Addendum shall be made part of the Contract Documents and the proposer shall acknowledge receipt thereof in their Proposals. Except as specifically modified by this document, all other terms and conditions remain in full force and effect.

Question: Can you provide specifics of the ECAA reporting requirements referred to in the RFP?

Answer: The reporting requirements fall upon the Borrower, SHUSD. Contractor agrees to provide SHUSD any information it may have in its records that will allow SHUSD to meet its reporting requirements including but not limited to items such as system monitoring data.

From SHUSD's Loan Agreement:

1. The Borrower agrees to provide the Energy Commission with the following information for three years following completion of the Project, unless the Energy Commission requests a longer period: (1) the annual computation, required by Section 25414 of the Energy Conservation Assistance Act, of energy cost savings for the most recent fiscal year, calculated in the manner and provided in the format prescribed by the Energy Commission; and (2) any information or change in assumptions or operations which might affect the Energy Commission's initial determination of energy savings.

From Section 25414:

Annually at the conclusion of each fiscal year, but not later than October 31, each eligible institution that has received an allocation pursuant to this chapter shall compute the cost of energy saved as a result of implementing a project funded by the allocation. The cost shall be calculated in a manner prescribed by the commission.

Question: Why is the Invoice Schedule required, why is the project structured around the reimbursement process?

Answer: From SHUSD's current signed Loan Agreement 002-19-ECG:

LOAN DISBURSEMENT SCHEDULE

- A. *The Energy Commission agrees to disburse funds to the Borrower upon the Borrower's execution of the attached Promissory Note and required supplemental documents, including invoices as required in Section 3.B below.*

- B. Loan funds shall be disbursed on a reimbursement basis based on invoices submitted by Borrower in a form approved by the Energy Commission. Backup documentation for actual expenditures (such as timecards, vendor invoices, etc) and proof of payment must be provided to substantiate the request. Energy Commission staff will approve invoices only after verifying requested amounts against backup billings and determining that expenses are appropriate and used for the authorized purposes of this Loan. For executed Agreements, invoices for expenses incurred during the Agreement Term are eligible for reimbursement.*

Question: We want to view the electrical sheets form the modernization. Specifically, the SLD (that includes the 1200A switchboard and 2000A service) and load calculations.

Answer: RCEA hopes to be able to get access to these drawings and get them digitized so that they can be made available to all potential proposers. We will notify contractors as soon as we know more.