



Redwood Coast Energy Authority

Request for Qualifications

RFQ-25-901

Design-Build Opportunity:

Energy Resilience at Rural Fire Stations Project

Response Due Date:

February 14, 2025, 4:30pm

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Design-Build Opportunity

The Redwood Coast Energy Authority (RCEA) invites qualified design-build entities (DBEs) to submit statements of qualifications (SOQ) for design-build delivery of individual rack-mounted (roof / awning) solar photovoltaic energy generation systems coupled with battery energy storage at a minimum of 11 and up to 12 separately located, rural fire stations and one (1) communications tower in Humboldt County (Energy-Resilient Fire Services in High-Threat Communities Project, or “Project”). See attached map, Exhibit A, for installation locations. **This Request for Qualifications (RFQ) is the first step in a two-step process that RCEA is undertaking to select a DBE that RCEA will contract to design and construct the Project. The RFQ will serve as a prequalification process.** The second step includes issuance of a Request for Proposals (RFP) including the request for firm pricing for design and construction services.

About RCEA

RCEA is a local government Joint Powers Agency whose members include Blue Lake Rancheria Tribe, the seven incorporated Cities in Humboldt County, County of Humboldt, Humboldt Bay Municipal Water District, and Yurok Tribe. RCEA offices are in Eureka, California.

The purpose of RCEA is to develop and implement sustainable energy initiatives that reduce energy demand, increase energy efficiency, and advance the use of clean, efficient and renewable resources available in the region for the benefit of the member agencies and their constituents.

Funding / Authority

RCEA is the recipient of a grant award through the Regional Resilience Grant Program administered by the California Governor’s Office of Land Use and Climate Innovation for the Energy-Resilient Fire Services in High-Threat Communities Project. As the awardee, RCEA is leading solicitation and procurement of all contracts to complete the Project.

The Project

The primary objective of the Energy-Resilient Fire Services in High-Threat Communities Project is to help sustain operational energy needs at remote fire stations during times of natural disasters and planned and unplanned electric grid outages. To this end, RCEA staff have developed preliminary designs for the following fire station renewable energy systems:

- 1) Roof-mounted photovoltaic (PV) arrays coupled with battery energy storage systems (BESS) installed on participating fire stations that can accommodate roof-mounted systems (11 - 12 stations),
- 2) one (1) awning-mounted PV array attached to the side of a building coupled with a BESS,
- 3) one (1) pole-mounted PV array coupled with a BESS.

The preliminary designs are based on 15-minute energy use data over a one-year period. The preliminary design for the communications tower is based on measurements of the energy demand when transmissions are occurring and an assumed amount of time that the system is activated over the course of a day. Fire station and communications tower locations are shown on Exhibit A.

Scope of Work

The Project consists of the following major components. The preliminary scope is provided for the Submitter to understand the nature of the Project and to assemble a well-qualified team. The information provided at this time is subject to change at the discretion of RCEA:

- Design of PV + Battery systems for each fire station and communications tower.
 - Design submittal to RCEA at 80% and 100% design phases.
 - Revisions based on comments provided at 80% and 100% design phases.
- Permitting assistance for all projects.
 - Timely provision of information needed to complete permitting documentation.
 - Timely response to Building Department plan check comments.
- Timely provision of information needed for interconnection application.
- Purchase of all equipment needed for a complete PV + Battery energy system at each site.
- Construction of PV + battery storage energy systems at each site.
 - Ensuring compliance with all provisions of permits.
- Testing and performance verification (commissioning) of PV + battery storage energy systems.
- Operations and maintenance training for fire station staff at each site.
- Provision of minimum 12-month performance guarantee for each energy system constructed. (RCEA has not yet determined whether a long-term performance guarantee will be part of the Project).

Prior to the start of construction, RCEA will obtain proof of site control and permits necessary for the project. This includes environmental review of the non-Tribal projects under the California Environmental Quality Act (CEQA).

Project Budget

The expected cost range for the Project is \$1 to \$1.5 million USD.

Prevailing Wage Requirements

The work on this Project will be subject to prevailing wage requirements. All contractors and subcontractors must be registered with the Department of Industrial Relations to perform public construction.

Procurement Process

RCEA intends to use design-build procurement for the Project, pursuant to California Public Contract Code section 22160 et seq. This RFQ seeks SOQs from potential design-build entities (as that term is defined in Public Contract Code section 22161, a corporation, limited liability company, partnership, joint venture, or other legal entity that can provide appropriately licensed contracting, architectural, and engineering services as needed) in order to pre-qualify the DBEs that will be eligible to submit a proposal for design and construction services. RCEA will evaluate each SOQ to 1) determine if the DBE meets RCEA's mandatory minimum requirements for the Project and 2) evaluate the SOQ pursuant to the evaluation system described below. Any SOQ that fails to demonstrate the mandatory minimum requirements set forth in this RFQ and any addenda will be deemed non-responsive and will not be considered further for this procurement.

This procurement will be in accordance with all applicable federal, state, and local laws. RCEA has an organizational conflict of interest policy which includes a policy for Supplier, Contractor Ethics. The Supplier, Contractor Ethics policy is in effect throughout this procurement. A copy of the Supplier, Contractor Ethics policy is enclosed as Exhibit B to this RFQ.

All communications of any type about this RFQ and project must be made solely through email to: procurement@redwoodenergy.org. Any attempts by prospective respondents to contact other RCEA officials, employees, or project partners about this RFQ or project will result in the disqualification of the prospective respondent's submittal.

This RFQ is not a formal request for bids nor an offer by RCEA to contract with a DBE responding to this RFQ. RCEA reserves the right to reject any and all SOQs. RCEA also reserves the right to amend this RFQ by addenda. All materials submitted to RCEA in response to this RFQ will remain the property of RCEA.

RFQ Informational Meeting

A non-mandatory informational meeting on the Project and the RFQ/RFP process is scheduled for January 24, 2025 at 8:00am at RCEA's main office, 633 3rd St. in Eureka, California and broadcast via Zoom.

Register in advance for the Zoom meeting at:

<https://us02web.zoom.us/meeting/register/DVampQhETFuoMtc8z-lb4Q>

Prospective respondents and team members are encouraged to attend. Prospective respondents may not visit individual sites or contact project partners when developing their responses.

Project Procurement Schedule

The following schedule is provided for general planning based on currently available information. All dates and durations are subject to revision as the procurement process and Project proceed.

Energy Resilience at Rural Fire Stations Project Procurement Schedule	
Date	Activity
January 14, 2025	RCEA Issues RFQ
January 24, 2025	Informational Meeting (non-mandatory)
January 31, 2025	Last date to submit questions regarding RFQ
February 14, 2025	SOQ due to RCEA
2/21 – 2/28 2025	Notification to Short-Listed Submitters
Tentative Key Dates for Request for Proposals:	
February 28, 2025	RCEA Issues RFP
April 4, 2025	Last date to submit questions regarding RFP
April 11, 2025	RFP due to RCEA
April 14, 2025	RFP submission opening & evaluation
April 28 - 30, 2025	Interviews with selected proposers
May 22, 2025	RCEA Board meeting to approve Design Build Entity selection
June 1, 2025	Contract negotiations complete & notice to proceed issued

DBE Minimum Qualifications

At a minimum, entities responding to this RFQ should possess the following qualifications:

- Experience in system design and construction for PV energy generation systems with BESS,
- Experience as a design-build entity (or ability to demonstrate this experience through the formation of a team)
- Commitment to using a skilled and trained workforce, as specified under Public Contract Code section 22164 4(c).
- Experience with design and/or construction services for public works projects.
- Technical design capabilities and construction expertise.
- Safety program and acceptable safety record.
- Sufficient financial strength to complete a project of this scope and size, including the capacity to obtain required insurance coverage and payment of performance bonds.

Statement of Qualifications

Each SOQ must be submitted in compliance with the requirements of this RFQ, as further specified below. Clarity and brevity are preferable to volume.

Each SOQ must include the following:

- 1) **Cover Letter.** The cover letter must include the name and address of the DBE's principal place of business, and the principal contact person's email and phone number for purposes of responding to this RFQ.
- 2) **DBE description.** Please provide detailed information about the DBE, its team members and key personnel including the following:
 - a) If the design-build entity is a privately held corporation, limited liability company, partnership, or joint venture, a listing of all of the shareholders, partners, or members known at the time of statement of qualification submission who will perform work on the project.
 - b) Provide a copy of the DBE's organizational documents or agreement committing to form the DBE.
 - c) Proposed DBE team organization chart with names, titles (if applicable), and type of entity (if applicable).
 - d) Describe any and all design or construction related claims or litigation that the team member has been a party to within the past five years, with respect to claims or litigation. Provide contact information for representatives of the parties involved in the claims or litigation, including for each, name, title or role, party represented, nature of involvement, address, phone number, and email.
- 3) **Key Team Members.** Identify all proposed key personnel, including the individual's name, title or role, and describe the individual's experience and training as it relates to their ability to competently manage and complete design and/or construction of the Project, including:
 - a) Detailed and verifiable information evidencing completed or demonstrated experience, competency, and capacity to complete projects of similar nature, size, scope or complexity to the Project, including listing references and their contact information.
 - b) Licenses, registration and credentials required to design and construct the Project, including the type of license, registration, or credential; the number; and the issue and expiration date of each.
 - c) Provide information on the present or past revocation or suspension of any such license, registration, or credential.

4) Demonstrated Past Performance

- a)** Describe the team's past performance in successfully managing design-build (or a similar integrated delivery model) projects, including developing and maintaining integrated design and construction schedules; and working together as a team.
- b)** Describe the teams past performance with designing and permitting projects of similar scope and complexity.
- c)** Describe the team's past performance with construction management, start-up, and operations of projects of similar scope and complexity.

5) Reference Projects

- a)** Describe a minimum of three (3) and no more than five (5) reference projects that the DBE or team members designed, and/or constructed within the past five (5) years. For each reference project, please include:
 - i) Owner/Customer name and contact information
 - ii) Location of project (include physical address of project facilities if available)
 - iii) Description of the delivery method and integration of design and construction, identifying the team member's role as a prime consultant, subconsultant, contractor, subcontractor, or other, and project responsibilities.
 - iv) Project description and relevance, including initial contract price and any change orders; initial schedule and any deviations from the schedule; and any significant issues or problems that arose and how they were resolved.

6) Bonds and Insurance. Provide evidence that establishes that the DBE has the capacity to obtain all required payment and performance bonding (for the construction phase), liability insurance. For design professionals, errors and omissions (professional liability) insurance.

- a)** The selected DBE will be required to provide evidence of compliance with the following insurance provisions set forth below: Comprehensive or Commercial General Liability Insurance in an amount of not less than \$2,000,000 per occurrence and 4,000,000 aggregate. \
- b)** Automobile Liability Insurance in an amount of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate.
- c)** Workers Compensation/Employers Liability: Statutory Workers' Compensation (statutory as required by California State law) and Employers' Liability in an amount of not less than \$1,000,000 per occurrence and per each employee and \$4,000,000 aggregate.
- d)** Professional Liability (Errors and Omission) Insurance appropriate to the DBE's profession, with limit no less than \$1,000,000 per occurrence or claim and \$2,000,000 in the aggregate to cover

all services rendered by the DBE. The selected DBE shall cause all subcontractors performing design services to procure professional liability coverage with limits stated above.

- e) The Submitter must have the ability to obtain a performance and payment bond of at least 100% of the upper end of the currently estimated capital cost of the Project.
 - i) As evidence, the Submitter shall provide a letter signed by an authorized representative of Submitter's surety company (or agent) confirming that the Submitter can meet this minimum requirement. Any Submitter who fails to meet this mandatory minimum requirement will be considered non-responsive and will not be considered further by RCEA in this Procurement process.
 - ii) The surety shall be a company authorized to conduct business in California with a minimum rating of "A" or better according to AM Best Company and have a stable or positive outlook. Letters indicating "unlimited" bonding capability are not acceptable.

7) Financial Statement. Describe the DBE's financial capacity and attach evidence that demonstrates the DBE's financial capacity to complete the project.

8) Worker Safety.

- a) Provide information on the DBE's Workers' Compensation experience and worker safety program.
- b) Include a statement certifying under penalty of perjury that the Submitter's average total recordable injury or illness rate and average lost work rate for the most recent three-year period does not exceed 2.0 as further specified in PCC section 22164(b)(3)(G).

9) Skilled and Trained Workforce. Include a statement certifying that the DBE will provide an enforceable commitment that the DBE and its subcontractors of any tier will use a skilled and trained workforce, unless subject to an exemption, as further specified and defined under PCC section 22164(c) and the statutes referenced therein.

10) Certification. The DBE and its general partners or joint venture members must sign a certification under penalty of perjury that the information submitted in the SOQ is truthful and complete, and must include the following statement:

"The undersigned certifies the truthfulness and accuracy of all information submitted, agrees to all provisions of RCEA's RFQ, and authorizes RCEA to obtain credit reports, contract references, and any other persons or entities with information regarding the DBE and its members, or to conduct such other investigations it deems necessary to confirm the DBE's qualifications. DBE agrees to sign all releases, authorizations or other documents required for disclosure of financial information for DBE or its members."

SOQ Format

- 1) The SOQ shall be organized according to the Statement of Qualifications section above.
- 2) Digital versions of the SOQ shall be formatted in searchable Portable Document Format (pdf).
- 3) The font size shall be no smaller than 12 point.

SOQ Submission

Submissions must be clearly identified as “SOQ for Energy Resilience at Rural Fire Stations Project”. Respondents may submit either one digital document or 5 paper copies to:

Redwood Coast Energy Authority
Attn: Procurement
633 3rd St.
Eureka, CA 95501
Via Email: procurement@redwoodenergy.org

All responses must be received by February 14, 2025; no later than 4:30pm local time.

RCEA will provide a receipt of submission either via hard copy receipt or email.

Questions regarding this RFQ may be submitted in writing only and directed to RCEA Procurement, at: procurement@redwoodenergy.org. All questions must be received by January 31st, 2025.

By signing and submitting an SOQ each DBE agrees to the following:

- 1) RCEA may modify or waive any the criteria or procedures specified in this RFQ, subject to the limitations of law.
- 2) RCEA will not compensate any DBE for the cost of responding to this RFQ or preparing its SOQ.
- 3) RCEA reserves the right to accept prequalification applications despite minor irregularities and omissions in the information which would otherwise serve to disqualify a Design Build Entity.

Evaluation of SOQs

Submittals will be opened privately to assure confidentiality and avoid disclosure of the contents to competing respondents prior to and during the review, evaluation and negotiation processes. All DBEs are responsible for clearly marking any information that is not a public record under the California Public Records Act (Government Code section 6250 et seq.).

RCEA will evaluate each SOQ to determine whether it includes all requested information (responsiveness) and that the DBE team meets minimum requirements pursuant to the evaluation system described below. RFQ respondents that fail to clearly present ALL requested information,

present false or misleading information, or do not submit SOQ in the format requested may be considered nonresponsive and rejected on that basis.

RCEA reserves the right, but assumes no obligation, to request clarifying information from any DBE following submission of an SOQ if it determines that further clarification is necessary to evaluate the SOQ. RCEA may, acting in its sole discretion, elect to reject any SOQ that it determines to be nonresponsive.

Evaluation Criteria	Pass / Fail
SOQ includes all requested information (responsiveness)	Pass / Fail
Key Team member demonstrated capabilities to develop solar + battery systems	Pass / Fail
Team experience and successful performance with comparable design-build projects	Pass / Fail
Team has solar + battery design & engineering capabilities	Pass / Fail
Team has solar + battery permitting experience	Pass / Fail
Demonstrated Solar + battery system Startup and Operations capabilities	Pass / Fail
Provided reference projects relevant to RRGP project	Pass / Fail
Ability to meet Bonding and Insurance requirements	Pass / Fail
Demonstrated financial capabilities to complete project	Pass / Fail
Safety program & acceptable worker safety record	Pass / Fail
Commitment to use of a skilled and trained workforce	Pass / Fail

RCEA will create a short-list made up of all qualified DBEs and invite short-listed DBEs to respond to a Request for Proposals. Final selection of a DBE, terms and conditions of any and all agreements and authority to proceed with the design-build services, will be determined at the sole discretion of RCEA.

RFQ Addenda

Should there be a need to issue clarifications to this RFQ, RCEA will issue an addendum. Clarification requests shall be via email to the point of contact for RCEA. Please check the website below frequently for any addenda. It is the responsibility of each firm to make itself aware of any addenda with or without further notice from RCEA.

[Contracting Opportunities - Redwood Coast Energy Authority](#)

Available Reference Documents

Any background documents listed with this RFQ are included solely for informational purposes and shall not be considered an appropriate or exhaustive list of all the information necessary for a Submitter to meet the Design-Builder’s obligations for the Project. These documents do not represent the final Project features that will be included in the RFP.

Exhibits

- A. RCEA map of Project locations
- B. RCEA Supplier, Contractor Ethics Policy

EXHIBIT A
Project Location Map

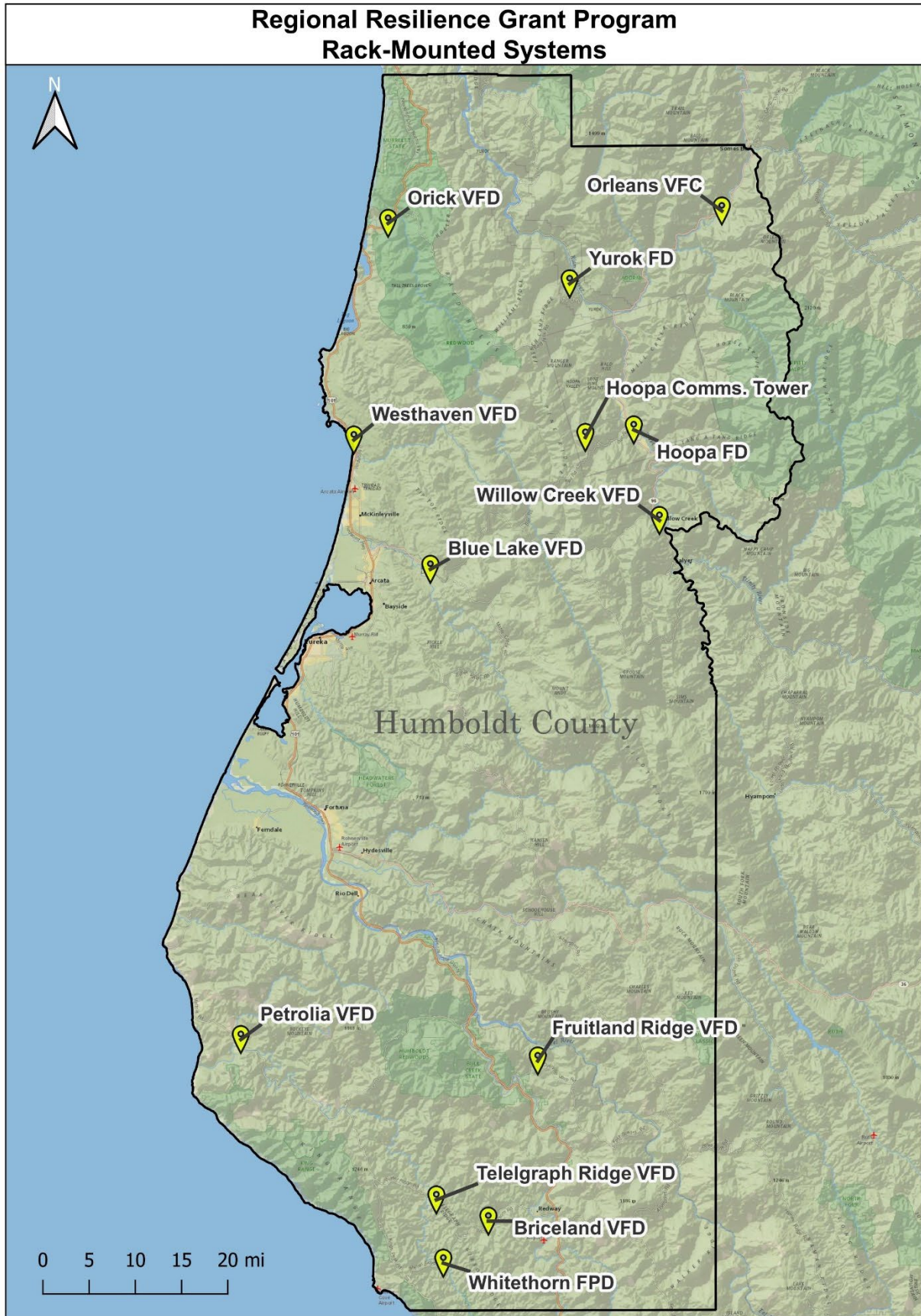


EXHIBIT B

RCEA Supplier, Contractor Ethics Policy

**The following section is excerpted from the
REDWOOD COAST ENERGY AUTHORITY
PROCUREMENT POLICY**

2.4 Supplier, Contractor Ethics

2.4.1 It shall be a violation of ethical standards for any third party to offer, give, or agree to give any RCEA employee a gratuity, an offer of employment or any other benefit in connection with any RCEA decision, approval, disapproval, recommendation, specification, standard, solicitation or contract.

2.4.2 It shall be a violation of ethical standards for any person or firm to present false documents to RCEA or falsely represent its firm.

2.4.3 Suppliers and contractors shall exercise reasonable care and diligence to prevent any actions or conditions that could result in a conflict with RCEA's best interests. This obligation shall apply to suppliers' and contractors' employees, agents, subcontractors, and third parties associated with accomplishing work for RCEA.

2.4.4 A violation of Supplier, Contractor Ethics may result in disqualification of the third party, or other parties involved in the conduct, from consideration of any procurement awards.

2.4.5 Any prospective contractor who develops or drafts specifications, requirements, statements of work, or other documents relevant to a particular procurement is excluded from competing for such procurements.