



Legislation Details (With Text)

**File #:** 20-520      **Version:** 1

**Type:** BID, RFP, RFQ, COOP, SOLE SOURCE, OPTION YEAR      **Status:** Passed

**File created:** 4/27/2020      **In control:** City Council

**On agenda:** 5/19/2020      **Final action:** 5/19/2020

**Title:** Approve the award of RFP 20-110, Solar Photovoltaic System - Electric Utility, to Influent Energy for an amount not to exceed \$116,100, plus a 5% contingency (Item 1 of 2)

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
5/19/2020	1	City Council	approved	Pass

**CITY COUNCIL AGENDA ITEM**

**ACTION REQUESTED:**

Approve the award of RFP 20-110, Solar Photovoltaic System - Electric Utility, to Influent Energy for an amount not to exceed \$116,100, plus a 5% contingency (Item 1 of 2)

**DEPARTMENT:** Electric Utility

**SUBMITTED BY:** Lucille Podlesny, Director

**BOARD/COMMISSION REVIEW:**

N/A

**BACKGROUND:**

The other related item on the City Council agenda is:

- 20-550: Approve the use of Renewable Energy Funds

The Illinois Department of Commerce and Economic Opportunity (DCEO) administers a grant program designed for capital improvements as defined within the annual appropriation bill (Public Act 100-0586) set forth by the Illinois General Assembly. The goal of this program is to improve the quality of life of Illinoisans.

The City was awarded a \$100,000 grant to contract with a qualified vendor to design, provide, install and maintain a fixed axis solar photovoltaic solar system on Suite 100 of the Electric Service Center building located at 1392 Aurora Avenue. The goal of the system is to reduce the power consumption of the building by at least 5% annually. In March 2020, the Utility issued RFP 20-110, Solar Photovoltaic System - Electric Utility to solicit for a qualified contractor.

**DISCUSSION:**

Advertisement Date: 03/31/2020 Notices Sent: 120  
Opening Date: 04/23/2020 Planholders: 23  
Proposals Received: 4

Proposals were received from the following vendors:

- Ameresco
- GRNE Solar (Non-Responsive)
- Influent Energy
- TAF Solar

GRNE Solar did not provide the required documents prior to the closing of the RFP; therefore they were deemed non-responsive. Vendors who downloaded the bid documents but did not submit a competitive proposal were contacted to inquire why they did not bid and responders stated that the project was too small for their company or once they read the documents realized that the work did not align with the services that they offer.

A selection team comprised of staff from the Electric Utility and Public Works Department evaluated the three remaining proposals, which were scored based upon the criteria set forth in the RFP:

1. Capability, Capacity and Qualifications of the Proposer (30%)
2. Suitability and Quality of the Approach (30%)
3. Milestones and Deliverables (20%)
4. Outcomes to be Achieved (20%)

After reviewing proposals and determining qualification scores, the committee chose not to conduct interviews for this project. The vendor with the highest qualification score, Influent Energy, is recommended for award. The table below provides a summary of the final qualification scores:

Vendor	Qualification Score
Influent Energy	90.4
Ameresco	73.6
TAF Solar	54.0

The highest scoring vendor provided a well thought out proposal responding to everything that the RFP asked for. Influent Energy offered relevant references, a work plan that details the steps that will be taken during each phase of the project and offered at least a once a year maintenance visit to the site to ensure continued efficient operation.

The anticipated completion of the installation is October 2020 with the vendor providing ten years of maintenance and support once installation is complete. The cost of the maintenance and support over the 10 year period is included with the cost of the installation services.

**FISCAL IMPACT:**

CIP#: N/A

The Solar Photovoltaic System is expensed to the Renewable Energy Grant account listed below. \$100,000 of the \$116,100 will be funded by a DCEO Grant which will be deposited into the Renewable Energy fund. The remainder of funds is within the budgeted amount for this expense.

<b>Account Number</b>	<b>Fund Description</b>	<b>Total Budget Amount</b>
40101400-561603	Renewable Energy	\$300,000