



Legislation Text

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File #: 18-541, Version: 1

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**CITY COUNCIL AGENDA ITEM**

**ACTION REQUESTED:**

Approve the award of RFP 18-019, Design, Build and Operate Roof Mount Fixed Axis Solar Photovoltaic System, to WCP Solar Company, Inc. for an amount not to exceed \$100,893.03 plus a 5% contingency and for a 10-year term

**DEPARTMENT:** Electric Utility

**SUBMITTED BY:** Mark Curran, Director

**BOARD/COMMISSION REVIEW:**

N/A

**BACKGROUND:**

In 2004, the Naperville City Council approved the Naperville Renewable Energy Program enabling utility customers (both residential and businesses) to make voluntarily monthly payments through their electric bill to support the City's investment in renewable energy. With a 5.53% participation rate in the program, it is among the top 10 green power community programs in the United States according to the National Renewable Energy Laboratory (NREL). The program's renewable energy is sourced 100% from Illinois-sited renewable energy facilities. The program also provides grants to directly fund local community-based renewable energy projects for all commercial customers who invest in solar, wind, photovoltaic, biomass, and fuel cell technologies projects. The goals of the program are to create opportunities for the community to learn about renewable solutions, support grant projects that measurably increase renewable energy usage and displace fossil fuels, and have projects that can be replicated.

On October 17, 2017, the City Council approved the use of up to \$150,000 of the fund to install a roof-mounted, 50 kW system comprised of approximately 150 photovoltaic (PV) modules on the Municipal Center roof and develop a community solar education program.

**DISCUSSION:**

In April 2018, the Electric Utility issued RFP 18-019 soliciting proposals to hire a firm to design, build and operate a roof mount fixed axis solar photovoltaic system on the Municipal Center roof.

Advertisement Date:	4/25/2018	Notices Sent:	209
Opening Date:	5/22/2018	Planholders:	27
		Bids Received:	4

Eight vendors attended the mandatory pre-proposal meeting and site-visit on May 8, 2018. Proposals were received from the following four vendors:

WCP Solar  
Midwest Wind and Solar  
Moxie Solar  
Wind Free Solar

A selection committee comprised of City staff from the Electric Utility, Finance Department and Transportation, Engineering and Development Business Group reviewed and scored the proposals based on the following criteria set forth in the RFP:

- Capability, Capacity and Qualifications of the Proposer (30%)
- Suitability and Quality of the Approach/Methodology (30%)
- Milestones and Deliverables (20%)
- Outcomes to be Achieved (20%)

The top three vendors based on qualification scores, WCP Solar, Midwest Wind & Solar and Moxie Solar, were invited to interview with the selection committee. Following the interviews, the selection committee re-scored the vendors and a final qualification score was determined for each vendor. The vendor with the highest qualification score, WCP Solar is being recommended for award.

Vendor	Qualification Score
WCP Solar	83.2
Midwest Wind and Solar	67.7
Moxie Solar, Inc.	48.1

In addition to having the highest qualification score, WCP Solar also provided the lowest price.

In addition to the design and construction of the solar system, the contract also includes ten years of operations and maintenance by the vendor at a cost of \$3,494.66. The term of the operations and maintenance will begin following acceptance of the system by the Electric Utility.

**FISCAL IMPACT:**

CIP #: N/A

A total of \$150,000 has been budgeted for the installation of a Solar Photovoltaic System on the roof of the Municipal Center. The funds were budgeted in the Renewable Energy Grants account listed below. The requested award of \$100,893.03 is within budget.

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