



## Legislation Text

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File #: 19-759, Version: 1

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### CITY COUNCIL AGENDA ITEM

#### **ACTION REQUESTED:**

Approve the award of RFP 19-183, Public Works Service Center Fixed Axis Solar Photovoltaic System, to GRNE Solar Company for an amount not to exceed \$134,169, plus a 5% contingency (Item 1 of 2)

**DEPARTMENT:** Electric Utility

**SUBMITTED BY:** Lucy Podlesny, Director

#### **BOARD/COMMISSION REVIEW:**

N/A

#### **BACKGROUND:**

The other related item on the City Council agenda is:

- 19-808: 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. In May 2019, the City was awarded a \$100,000 grant to design, build, install, operate, and maintain a fixed tilt axis solar photovoltaic system which will be located on the roof of the Public Works Service Center at 180 Fort Hill Drive.

In June 2019, the Electric Utility issued RFP 19-183 to hire a firm to design, build and operate the fixed axis solar photovoltaic system on the roof of the Public Works Service Center.

#### **DISCUSSION:**

|                     |           |                |     |
|---------------------|-----------|----------------|-----|
| Advertisement Date: | 6/14/2019 | Notices Sent:  | 134 |
| Opening Date:       | 7/09/2019 | Planholders:   | 19  |
|                     |           | Bids Received: | 1   |

Two vendors attended the mandatory pre-proposal meeting and site-visit on June 25, 2019; however, only one proposal was received from GRNE Solar. The other vendor stated that the project did not fit with their forecasted workload and chose not to submit a proposal.

A selection committee comprised of City staff from the Electric Utility, Department of Public Works 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 sole vendor, GRNE Solar was invited to interview with the selection committee. Following the interview, the selection committee re-scored the vendor and a final qualification score was determined. The sole vendor with a qualification score of 79.2, GRNE Solar, is being recommended for award.

In addition to the design and construction of the solar system, the contract also includes ten years of operations and maintenance by the vendor. The term of the operations and maintenance will commence following acceptance of the system by the City.

As indicated previously, the grant from DCEO was for \$100,000. Staff is requesting the City Council approve the use of \$34,169 from the Renewable Energy Fund for the remainder of the project costs.

**FISCAL IMPACT:**

CIP#: N/A

The total cost of the solar photovoltaic system installation on the roof of the Public Works Building is \$134,169.00. The installation will be paid from the Capital Projects Fund. As the grant money from the DCEO is received, it will be deposited as a revenue to the Capital Projects Fund. Likewise, the distribution from the Renewable Energy Fund will be transferred to the Capital Projects Fund to offset the expenses incurred in excess of the DCEO grant funds.

| Account Number  | Fund Description          | Total Budget Amount |
|-----------------|---------------------------|---------------------|
| 31342200-551504 | Capital Improvements Fund | \$1,615,000         |