



ADDENDUM TO RFQ # 1219-18/19

Date: 5/28/2019
Project: Solar Photovoltaic (PV) Systems Power Purchase Agreement
From: Vivien Watts, Director of Business Services
Addendum Number: 1

THIS ADDENDUM IS ISSUED AS PART OF THE CONTRACT DOCUMENTS FOR THIS PROJECT AND AMENDS ONLY THOSE ITEMS SPECIFICALLY DEFINED HEREIN. THIS ADDENDUM MUST BE ACKNOWLEDGED ON THE BID/PROPOSAL FORM. YOUR FAILURE TO DO SO MAY RENDER YOUR BID/PROPOSAL NON-RESPONSIVE.

Section 1 - Correction/Revision:

1. Page 2 Section 1: overview. It was stated that the proposals must be received no later than 2:00 p.m. on June 18, 2019. The correct date should be June 19, 2019 by 2:00 p.m. as listed on page 4.
2. **Appendix A Version 2 (Aerial Site Maps) is posted on the district website. This version supersedes the previous appendix A.**
3. Deadline for mandatory response of intent to respond to RFP is extended to 5:00 p.m. on **May 29, 2019**.

Section 2 – Pre-proposal meeting notes:



Alhambra Unified School District
 15 West Alhambra Road
 Alhambra, CA 91803
 626.943.6600 phone

Alhambra Unified School District
 School Bond Measures AE & HS

PRE-PROPOSAL MEETING NOTES
1219 - 18/19 - Solar Photovoltaic (PV) Systems
 Tuesday, May 21, 2019
 7:30 a.m. in the Alhambra Room

Present:
 See attached sign-in sheet

Item:	Discussion:	Action Needed:	Action By:
1	Welcome & Introductions by George Murray Assisting the District with the RFP process is Staffan Ankerstrom - Empowered Solutions LLC	Information	
2	George Murray (GM) gave a brief overview of the two Bond Measures - AE & HS, AE is the Elementary School Bond Measure and HS is the High School Bond Measure.	Information	
3	GM indicated that site walk is not mandatory as stipulated in the RFP.	Information	
4	GM discussed milestone dates as stipulated in the RFP: - Intent to respond to RFP due May 24, 2019. - Questions must be received by 2:00 p.m. on June 3, 2019. - Responses will be posted to the AUSD website Purchasing page no later than June 5., 2019. - Proposals due at 2 p.m. on June 19th, 2019. - District has allotted two (2) weeks for review of proposals. - Firms selected for further negotiations will be notified by July 1, 2019. - District has allotted three (3) weeks for negotiations with firms. - Board of Education Ratification of Award is scheduled for July 22, 2019. - Anticipated award date is August 6, 2019.	Information	
5	RFP can be downloaded from the AUSD website.	Information	
6	AUSD has teamed up with a legal firm (DWK - Dannis Woliver Kelley) to assist through this RFP process.	Information	
7	GM emphasized 'Selection Criteria': - Proposal Completeness - DO NOT SKIP ANY SECTIONS. - Financial Strength. - Experience with K-12 Districts having installed 1MW or larger installations. - Solar projects over multiple sites. - Pricing via the Calculation Workbook (App. B). - Note the Outreach and Education Program. - Performance and Production Guarantee. - Project Schedule - All scope of work to be complete by Summer 2020.	Information	
8	Contractors need additional pictures of existing electrical switchgear. Includes pull sections.	Need more pics of electrical gear	Facilities
9	Proposals include all costs. Costs included are Inspector-of-Record, Plan Check, and all Permits. Several firms took exception to Inspector costs being included in Proposals. This presents a conflict of interest. POST-MEETING UPDATE: It is the intent for this RFP that the inspection contract and all costs associated with such are the responsibility of the District.	Information	
10	For all dates, refer to the <i>Milestone Task Table</i> on page 4 of 24. This table supersedes all dates referenced elsewhere should there be a conflict.	Information	
11	District would like all Firms to consider battery storage even though it is optional. This is very important to the District.	Information	
12	Firms are to be very diligent in noting any exceptions in Proposals. Ensure they are clear, well-represented and cannot be misinterpreted.	Information	
13	Any changes to the RFP contents will be made available to all Firms via the AUSD website in early June (no later than June 5, 2019). District reserves the right to issue multiple updates prior to June 5, 2019.	Information	
14	Firm asked if Firm's PPA agreement could be used in lieu of that provided for in the RFP. GM indicated that Firm's PPA Agreement can be forwarded to the District for review. However, when submitting a Proposal it is the intent that Firms accept the Solar PPA Agreement as attached to RFP 1219-18/19 (Appendix C).	Information	

These notes convey an account of the discussions held at this meeting. Unless written notification indicating otherwise within (3) days of receipt of these notes is received by the undersigned, these notes will stand as a recorded document.

Mike Vollebregt, Construction Manager, TKR, LLC