



EL MONTE UNION HIGH SCHOOL DISTRICT

Purchasing Department

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January 17, 2025

TO : All Bidders
FROM : El Monte Union High School District
RFP # : 2024-25 (P9)
PROJECT : Districtwide Photovoltaic (PV) Solar Operations and Maintenance
SUBJECT : Addendum No. 2

The following changes, omissions, and/or additions to the Project Manual and/or Drawings shall apply to proposals made for and to the execution of the various parts of the work affected thereby, and all other conditions shall remain the same.

Careful note of the Addendum shall be taken by all parties of interest so that the proper allowances may be made in strict accordance with the Addendum, and that all trades shall be fully advised in the performance of the work which will be required of them.

Bidder shall acknowledge receipt of this Addendum in the space provided on the Bid Form. Failure to do so may subject Bidder to disqualification.

In case of conflict between Drawings, Project Manual, and this Addendum, this Addendum shall govern.

CLARIFICATIONS

1. **Scope of Work:** The intent of this RFP is to award a Professional Services Contract to a firm that will provide the services required under the scope of work shown in the RFP documents. **There will be no construction work related to this service.**
2. **Section E.2. PREVENTATIVE, CORRECTIVE, ADDITIONAL AND MONITORING SERVICES TO PROVIDE:**

Remove: "All corrective maintenance will be performed at no additional cost to EMUHSD, with the exception of items outside the Contractor's control such as vandalism and Force Majeure, as negotiated in the final Agreement."

Replace with: Firm is to provide a fixed fee for the preventive maintenance visits and a fixed manage fee for corrective maintenance on a Time & Materials basis. Consider the following common corrective maintenance items:

1. On-site troubleshooting & diagnostics of all system components
2. Inverter and Data Acquisition System resets: i. Unlimited remote resets (if capability enabled and connection available):
 - a. Unlimited on-site resets for systems under SunPower System Warranty
 - b. Up to two on-site resets per year for systems out of SunPower System Warranty
3. Processing of warranty claims on behalf of Customer and verification of replaced equipment
4. Management of repair and replacement for equipment out of warranty:
 - a. Full scope repair and replacement for equipment out of warranty can be provided as part of the Transactional Services
5. Ongoing warranty support and representation of Customer's interest with System equipment manufacturers

Firm is to include in detail the work included in their fees and any additional work fees not listed above.

RFI'S

1. RFI's and responses attached.

ATTACHMENTS

1. **As-Built drawings link:**
https://drive.google.com/drive/folders/1cu1xPWJDz7u2duVMg5w9_68qomKVnrC7?usp=drive_link
2. **RFI Response**

END OF ADDENDUM NO. 2

**RFI for RFP No. 2024-25(P9) Districtwide Photovoltaic (PV)
Solar Operations and Maintenance**

| No. | Question | Response |
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| 1 | Complete bid specifications and scope of work. | All bid documents and addenda are posted on our website: www.emuhsd.org/bids |
| 2 | Submission requirements and deadlines. | All bid documents and addenda are posted on our website: www.emuhsd.org/bids |
| 3 | Any addenda or amendments related to the bid. | All bid documents and addenda are posted on our website: www.emuhsd.org/bids |
| 4 | Contact information for further inquiries, if necessary. | All bid documents and addenda are posted on our website: www.emuhsd.org/bids |
| 5 | The RFP calls for proposals presented only on the District's forms. Are proposers directed to complete the forms attached in the RFP (e.g., "CONTRACTOR'S CERTIFICATE REGARDING DRUG-FREE WORKPLACE") and otherwise provide a proposal based on our own materials? | Yes. |
| 6 | Can the District provide current as-built drawings for these systems? | https://drive.google.com/drive/folders/1cu1xPWJDz7u2duVMg5w9_68qomKVnrC7?usp=drive_link |
| 7 | The RFP provides the following direction: "All corrective maintenance will be performed at no additional cost to EMUHSD, with the exception of items outside the Contractor's control such as vandalism and Force Majeure, as negotiated in the final Agreement." Given the unknown state of these systems, it is difficult to estimate the scope and scale of the anticipated corrective maintenance needs for the District and thereby include an "all-in" corrective maintenance fee for this engagement. Would the District consider amending the scope to include a fixed fee for the preventive maintenance visits and manage fees for corrective maintenance on a Time & Materials basis? | Yes. See details on Addendum No. 2 cover page. |
| 8 | Are the new systems at Arroyo High School and Mountain View High School anticipated to be energized and fall within the scope of this 1-year contract? | Yes. They are already energized. |
| 9 | Is the District currently monetizing it's solar renewable energy certificates? | No. |

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| 10 | Regarding the scope “Customer website updated every 15 minutes for operational and environmental performance of the solar power system”, has the District already established a connection between the Power Factors platform and its website to facilitate this, or is the District looking for support with the back end and front end work required to facilitate this? | Yes it has been connected to Power Factors under the previous O&M provider. The District is looking for new O&M provider to assess the state of Power Factors receiving data transfers from the solar panels. Upon assessment, the district is looking for new solar O&M provider to provide back end support and front end work to get data up and running with Power Factors. |
| 11 | The scope of work calls for preventive maintenance to be completed annually or per the manufacturer’s specifications. Can you please provide the drawings, equipment spec sheets, equipment operating manuals, and / or equipment warranties so we can confirm the scope and frequency of activities required by the manufacturers? | https://drive.google.com/drive/folders/1cu1xPWJDz7u2duVMg5w9_68qomKVnrC7?usp=drive_link |
| 12 | The scope of work calls for “Unlimited on-site resets for systems under SunPower System Warranty”. Is SunPower still obligated to provide this? If yes, would our scope be to manage that. If no, is it right to assume that the District does not expect the respondent to provide unlimited on-site resets? | <p>The Sunpower contract with EMUHSD ceases to exist. Provide an alternative to unlimited onsite resets. What number do you recommend? Provide a reset number per site per month for resets.</p> <p>The solar O&M provider is expected to remotely manage the system to give peak performance.</p> |
| 13 | Can the District please complete the last sentence in the Description section of the O&M services table for the Corrective Maintenance Section, or otherwise provide clarification? | <p>Corrected: Management of repair and replacement for equipment out of warranty:</p> <p>Recommendations for Full scope repair and replacement for equipment out of warranty will be provided in the assessment report to get systems 100% operational, including estimated costs.</p> |
| 14 | The scope of work calls for generating “new as-built drawings as part of the required Corrective Services that must be down to bring he PV system to Normal Operation Conditions.” Is it correct to assume that the District has current as-built drawings for these facilities and is looking only for updates to those drawings as needed where equipment is replaced or systems are modified? | <p>Correct.</p> <p>As built - https://drive.google.com/drive/folders/1cu1xPWJDz7u2duVMg5w9_68qomKVnrC7?usp=drive_link</p> |
| 15 | To clarify the timing and scope of the PV System Monitoring Equipment Calibration, can the District please clarify when the equipment was last calibrated and provide copies of the equipment | <p>Last calibration unknown. However, O&M contract with Total Energies (formerly Sunpower) ended 1/2024.</p> <p>Specs located here -</p> |

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| | spec sheets and manufacturer's specifications for calibration? | https://drive.google.com/drive/folders/1cu1xPWJDz7u2duVMg5w9_68qomKVnrC7?usp=drive_link |
| 16 | Regarding scope item E.5. "Removal and Restoration of Rooftop PV System". Per the details provided by the District, the only roof-mounted PV system is installed at El Monte / Rosemead Adult School. Is the District currently anticipating the need to remove and / or reinstalled this system in the term (1-year) of this agreement? | The rooftop panel at El Monte/Rosemead High School will need to fixed (panels mounted) as some were removed. The selected contractor to perform the repair work at district's discretion will also need to work with the roofing company to maintain roof warranty. |
| 17 | Has the District already entered into an agreement with Power Factors for the ongoing performance monitoring of these facilities? | PowerFactors is only the dashboard to monitor the solar facilities. Ongoing monitoring was performed by District and Total Energies. |
| 18 | Has the District already transferred the cellular network services accounts from the previous provider to the District? | No |
| 19 | Is this project DIR/Prevailing wage/Certified payroll | Not for these services. This RFP is for professional services only. No construction work will be performed via this contract. |
| 20 | Can Arrays be cautioned off during school hours to perform duties | Yes. EMUHSD requires a minimum of 48 hours' notice. |
| 21 | Is there a pre-registration requirement for the site walk on 1/9/2025 | None required. |
| 22 | Is there a bid/performance bond required | No. This RFP is for professional services only. No construction work will be performed via this contract. |
| 23 | is there a fee for access to web based Das for monitoring | This would be part of the proposal package to submit to EMUHSD. |
| 24 | Is there a DIR number for this project | This is not a construction project. |
| 25 | Who is responsible for the cost of a new monitoring system and subscription fees. | contractor to submit cost of transferring license for Power Factors. |
| 26 | We are still waiting for as-built drawings for the solar system. | https://drive.google.com/drive/folders/1cu1xPWJDz7u2duVMg5w9_68qomKVnrC7?usp=drive_link |