Humboldt Bay Harbor, Recreation

and Conservation District

*Request for Qualifications for Solar and/or Biomass Power Generation*

*Planning, Design, Financing and Construction Consultation*

***Introduction:***

In August 2014, the Humboldt Bay Harbor, Recreation and Conservation District (District) acquired the Redwood Marine Terminal II, with the intent on developing the former paper mill into an Eco-industrial Park. In March 2016 secured $3.1 million in capital, including New Markets Tax Credit financing, to fund the adaptive reuse of the former pulp mill into 196,000 SF eco-industrial park. Now with the environmental clean-up of the site by the EPA complete and the capital in place for improvements to the site, the District is seeking qualifications from a qualified solar and/or biomass development team (“Developer”) which will outline a plan to provide services to assist the District with preparation of conceptual plans, a financing plan, and other required services including preparing entitlement documents including an environmental impact reports EIR, site feasibility, planning, design, construction documents, bid documents and construction assistance for a 1 MW to 3MW solar and/or biomass power generator at the Redwood Terminal II.

For purposes of this RFQ, the District defines the solar installation as 1 MW, of which all of it must be sourced with US based panels, racking, and inverters. It is the District’s intent that the Developer’s qualification package will provide each firm’s specific successful experience with solar and/or Biomass installations, a financial plan outline, an implementation strategy, and resumes of key team members. While power purchase agreements PPA have generally provided for cost reductions to the off-taker (District), the District would consider an innovative financial proposal and alternative generation technologies including a waste to energy WTE in a potential financial structure.

The District is seeking sufficient relevant information to select the most qualified and experienced Developer team for an interview, at which time the Developers would be expected to present considerable detail regarding financing and project implementation. Based on the interviews and references, the District review team will make a recommendation to the Board of Commissioners to select a Developer team to enter into a development agreement.

***Project Location and assets:***

The subject site is approximately 88 acres in size and is located in Samoa, California. The subject site is improved with 220,000 SF buildings, which could be used for the solar installation. In addition, the site is serviced by a 60kvh substation, natural gas, California ISO agreement, air emissions credits, access to 30 million gallons/day of industrial water and 1.5 mile ocean outfall.

***Evaluation Criteria:***

Qualifications will be evaluated according to the following criteria:

a. Qualifications and experience of the Developer’s and sub-developers’ abilities in designing a solar and/or Biomass installation with efficient treatments to be compatible with and/or complement the surrounding buildings within a coastal environment;

 b. Developer’s articulation of accomplishing a successful financial plan and strategy;

c. Ability to understand and mitigate potential Project design impacts to the environment.

d. Developer’s and sub-developers’ past experience of performance with public agencies and with similar projects, including obtaining all entitlements, costs control, quality of work, adhering to schedules, managing public approval process and delivering identified scope of services on similar projects.

***Submittal Content Requirements:***

The response to the RFQ shall be in a task format and shall contain the following minimum information:

 A. Cover Letter – Include a letter of introduction that summarizes the Developer team’s basic qualifications and past projects along with project team and any sub- developers for the project;

 B. Identification of the Developer Team;

 a. Include an executive summary;

 b. Identification of the Project Team. Provide resumes of key personnel and the responsibilities assigned to them;

 c. Explain the developer team approach to completing the Project, including a outlined scope of work;

 C. Experiences and References

Provide a description of at least two (2) solar and/or biomass installations projects completed within the last five (5) years by the Developer and sub-developers that are similar in scope and consistent with the Project Services of this RFQ.

 For each project reference submitted, please include the following information:

 a. Project name, location and photographs;

 b. Description of key project features;

 c. Project size

 d. Current status of project;

 e. Cost of Projects including any public agency subsidy;

f. Experience in obtaining environmental and entitlement clearances in a coastal environment.

Provide a minimum of five (5) references, including three (3) from governmental agencies on similar projects, planned, designed and constructed by the lead Developer.

 Additional information provided for sub-developers for similar projects will also be evaluated.

 Other information required in the submittal:

 . Submittals must comply with the requirements detailed in the RFQ.

 . Responses which are incomplete, out of order, have inadequate number of copies, lack required attachments, or have other content errors or deficiencies may be rejected.

 . Contextual changes and/or additions to the proposals after submission will not be accepted.

 . The District may require additional information to consider the developer’s qualifications.

 . The response must be submitted in the legal name of the organization and the corporate seal (if the organization has a seal) must be embossed on the original proposal.

 . Qualifications must be signed by an authorized representative of the developer who has legal authority to bind the developer in contract with the City.

 . Submission of a response shall constitute acknowledgement and acceptance of all terms and conditions stated herein.

 . Lack of compliance with legal or administrative submission requirements may lead to disqualifications.

 . Submittals that are disqualified will not be reviewed or rated.

 . An estimated cost range. Please note that submittals will not be used to evaluate or rank submittal package without cost estimate.

Five (5) bound and tabbed copies of the proposal, one (1) unbound copy and one (1) Adobe Acrobat PDF digital version on Compact Disc shall be delivered no later than 4:00 p.m. July 7, 2016. Please mail or deliver your proposal to:

 Jack Crider, Executive Director

 Humboldt Bay Harbor and Recreation District

 601 Startare Dr, Eureka

 Eureka, CA 95501

Attachments:

 1. Project Site

**SCHEDULE OF RFQ PROCESS:**

1. Release RFQ June 03, 2016

2. Qualifications package due July 7, 2016

4. Notification of interviewees July 14, 2016

5. Developer interviews July 23-July 31, 2016

6. District Commission selection (estimated August 25, 2016)