

COMMONWEALTH OF MASSACHUSETTS
DEPARTMENT OF ENERGY RESOURCES (DOER)

Mark Sylvia, Commissioner

RFQQ-ENE-2013-012



REQUEST FOR QUICK QUOTE

**Rural Electrification Upgrades for Renewable Energy Economic
Development**

I. Procurement Calendar

DOER Issues RFQQ	October 19, 2012
Deadline for Submitting Questions	October 31, 2012
DOER Answers Questions	November 3, 2012
RFQQ Response Due	November 6, 2012 by 4:00pm
Selection of Winning Response*	November 13, 2012
Execution of Contract with DOER*	November 20, 2012
Project Kick-off meeting*	November 27, 2012
PROJECT COMPLETE*	January 11, 2013

* Dates after RFQQ Response Due date are *anticipated* dates. All dates are subject to change.

II. Procurement and Contact Information

A. Type of Procurement

Fee for Service

B. RFQQ Distribution Method

This RFQQ has been distributed electronically using the Comm-PASS system. It is the responsibility of every potential respondent to check Comm-PASS for any addenda or modifications to an RFQQ to which they intend to respond. The Commonwealth of Massachusetts and its subdivisions accept no liability and will provide no accommodations to respondents who fail to check for amended RFQQs or submit inadequate or incorrect responses. Potential respondents are advised to check the "last change" field on the summary page of RFQQs for which they intend to submit a response to ensure they have the most recent RFQQ files.

Respondents may not alter RFQQ language or any RFQQ component files. Those submitting a proposal must respond in accordance to the RFQQ directions and complete only those sections that prompt a respondent for a response. Modifications to the body of this RFQQ, specifications, terms and conditions, or which change the intent of this RFQQ are prohibited. Any unauthorized alterations will disqualify a response.

C. PRF46 - Management Consultants, Program Coordinators and Planner Services

Work awarded as a result of this RFQQ is pursuant to statewide contract PRF46 - Management Consultants, Program Coordinators and Planner Services. As such, all terms, conditions, contract rules, and pricing established in PRF46 shall apply.

D. Massachusetts Public Records Law

All proposals and information submitted in response to this RFQQ are subject to the Massachusetts Public Records Law, M.G.L., Chapter 66, Section 10, and to Chapter 4, Section 7, Subsection 26. Any statements in submitted proposals that are inconsistent with these statutes shall be disregarded.

E. Small Business Procurement

This is a small procurement targeted to small businesses participating in the Commonwealth's Small Business Purchasing Program (SBPP). EEA intends to evaluate bid responses from and to award a contract to a SBPP-participating business(es) who submit a bid that meets or exceeds the solicitation criteria only. If determined that there is inadequate SBPP capacity, or no SBPP-participating vendors provide a responsive bid, the Department will evaluate and award bid responses received from non-SBPP businesses. To determine eligibility and to participate in the SBPP, please review the requirements and general program information at www.mass.gov/sbpp.

G. No Guarantee of Resulting Contract

The Commonwealth makes no assurance that any services will be purchased from any contract resulting from this RFQQ.

H. Questions and Answers

All questions must be submitted by email to the Procurement Contact listed below.

I. Contact Information

Responses to this RFQQ will be received by:

Procurement Contact:	Rob Rizzo Department of Energy Resources 100 Cambridge Street, Suite 1020 Boston, MA 02114
Telephone:	(617) 626-7379
E-mail:	Robert.Rizzo@state.ma.us
RFQQ Name:	Rural Electrification Upgrades for Renewable Energy Economic Development
RFQQ File Number:	RFQQ-ENE-2013-012

III. Introduction

The Massachusetts Department of Energy Resources (DOER) is a state agency whose mandate is to analyze and develop policies and programs to ensure that Massachusetts' citizens have adequate and diverse energy supplies, at a reasonable cost, with a minimal impact on the environment. To that end, DOER strives to create a clean energy future for the Commonwealth, economically and environmentally, including:

- Accelerating the deployment of cost-effective energy efficiency,
- Increasing the development of clean energy resources,
- Implementing strategies to assure reliable supplies and improve the cost of clean, energy relative to fossil-fuel based generation, and
- Supporting MA clean energy companies and spurring MA clean energy employment.

IV. Background

The development of larger scale (greater than 50 kW, up to several MW) distributed renewable energy resources requires upgrades to electrical distribution lines for interconnection to the utility grid, including access to three phase power lines and other means to smooth out voltages from intermittent resources. The lack of three phase power lines and other interconnection challenges in rural Massachusetts has restricted distributed generation in these rural areas. Meanwhile, rural regions of the Commonwealth have important land and renewable energy resources to contribute to the renewable energy market expansion and to support of local businesses and economic development. DOER is committed to increase the development of clean energy sources and to assist clean energy developers in expanding reliable distributed electrical generation throughout the state.

In this light, DOER is interested in better understanding the technical barriers and options for rural distribution system interconnections, along with the geographic extent of single phase power

distribution, the constraints this distribution service places on renewable energy project development, the benefits three phase power may provide to regions beyond support of renewable energy projects, and costs associated with this service upgrades and other necessary interconnection technologies.

V. Scope of Work

DOER is seeking a qualified consultant, with sufficient and current electric distribution system engineering knowledge, to research the benefits and challenges and opportunities associated with interconnection of distributed generation including solar PV, wind, and combined heat and power (CHP) in rural Massachusetts, including the upgrade of electrical distribution lines from single phase to three phase power.

Specific tasks include the following:

- 1) Describe the technical challenges of maintaining system reliability, power quality, and safety associated with the interconnection of renewable and CHP distributed generation to rural distribution power lines.
- 2) Describe and evaluate interconnection technology options (commercially available and emerging) that address the interconnection challenges of distributed generation on rural distribution lines.
- 3) Describe the attributes of single and three phase distribution lines and the extent to which single phase lines inhibit siting/interconnection of renewable energy generation.
- 4) Describe any other distribution line technical or cost issues that may also inhibit renewable energy project interconnection, particularly as they occur in rural regions.
- 5) Describe non-renewable energy benefits associated with upgrading the distribution system for distributed generation interconnection, including enhancing the lines from one to three phase power. Discuss and quantify to the extent possible benefits to other DG/CHP units, system reliability and safety, power quality to other electric loads and benefits to other customers upstream of an upgraded distribution line, etc
- 6) In coordination with the MA distribution companies, particularly National Grid and NStar/Western Massachusetts Electric Company, assess current practices and challenges for rural distributed generation interconnection, and the extent of single phase distribution lines across MA utility territories in Massachusetts.
- 7) Hold discussions with renewable energy developers (large solar PV arrays, wind, CHP, anaerobic digesters) to assess breadth of concerns and limitations on project development posed by interconnection in rural areas and availability of only single-phase distribution lines.
- 8) Evaluate options and typical costs associated with interconnection technologies and upgrading of distribution lines from single to three phase lines.

- 9) Identify any funding opportunities from the federal government or elsewhere for interconnection technologies or electric distribution line upgrades for rural economic development. Identify any programs in other U.S. states that offer financial or other support for such upgrades.

VI. DELIVERABLES

Key deliverables to be completed by the selected consultant include:

- Draft and Final Report documenting activities, analyses, findings, and recommendations associated with the tasks of the scope of work
- Weekly updates on progress to DOER
- Other deliverables as defined by DOER and selected consultant during kick-off

VII. CONTRACT INFORMATION

A. Funding availability /duration of contract

The maximum funding available under this RFQQ is \$25,000. The contract(s) awarded pursuant to this RFQQ-ENE-2013-012 will likely be through February 28, 2013.

B. Contract expansion

If additional funds become available during the contract duration period, DOER reserves the right to increase the maximum obligation to some or all contracts executed as a result of this RFQQ-ENE-2013-012 or to execute contracts with contractors not funded in the initial selection process, subject to available funding.

C. Consultant's responsibility and invoicing

The selected consultant team will be responsible for timely completion of the requirements described above. The selected consultant must assume overall responsibility for coordinating and completing all deliverables contained in the resultant contract. All invoices must be submitted to DOER on a schedule and in a format to be agreed upon by DOER and the selected consultant. Invoices shall include sufficient back-up documentation to support the amount being invoiced.

D. DOER's responsibility

The DOER Project Manager will be responsible for overseeing and managing all tasks undertaken by the selected consultant, including but not limited to developing of a Statement of Work; reviewing, commenting and approving work plans and subsequent deliverables; coordinating with DOER program staff; approving invoices promptly; and reviewing and preparing work products for reports.

VIII. PROPOSAL REQUIREMENTS

Respondents to this Quick Quotes RFQQ-ENE-2013-012 must respond via the Quick Quote Response Form and must also submit an electronic proposal to Rob Rizzo (Robert.Rizzo@state.ma.us) by 4:00 P.M. on November 6, 2012. Late proposals will not be accepted. Faxed proposals will not be accepted. Proposals should not be submitted in an elaborate format that includes expensive binders or graphics. Unnecessary attachments beyond those sufficient to present a complete, comprehensive, and effective response will not influence the evaluation of the proposal. Each page of the proposal should state the name of the bidder, and the page number.

Respondents must provide a schedule of activities, including key milestones and outcomes for the project. The schedule shall define a clear timeline for achieving the project objectives. Respondents must also provide a cost proposal, broken out by task.

Respondents must provide a narrative, not to exceed 10 pages, describing their proposed approach, qualifications, and experience (the page limit does not include resumes, schedule of activities, or cost proposal).

Respondents must provide project-based pricing instead of the maximum billing rates established in PRF46. Consultants must include any and all ancillary services in the project price. DOER under no circumstance will pay additional invoices related to project-based procurement.

Proposals that include partnerships must designate one party as the lead consultant and identify the team of subcontractors (collectively referred to as consultants).

IX. PROPOSAL EVALUATION

The selected consultant needs to have the experience, ability, and skills to complete projects of this type on time and within budget. In particular, the ideal consultant will have applicable experience and expertise related to utility distribution lines, renewable energy and the benefits of three phase power in Massachusetts.

All proposals received by the due date and meeting the requirements established in this RFQQ will be reviewed and evaluated by DOER staff in accordance with the following criteria:

- qualifications and experience of the individual(s) and the organization(s), including experience and expertise related to distribution lines and renewables in Massachusetts;
- the quality of the proposal and its responsiveness to this RFQQ-ENE-2013-012
- schedule of activities, and
- cost proposal.