

REQUEST FOR PROPOSALS

for

GUARANTEED ENERGY SAVINGS CONTRACT

By

Evansville-Vanderburgh Airport Authority District

GUARANTEED ENERGY SAVINGS CONTRACT

PROJECT TIMELINE

<u>Date</u>	<u>Action Item</u>
April 22, 2026	RFP is advertised the first time in the Evansville Courier and Press
April 22, 2026	RFP itself is available per instructions in the advertisement and discloses that the contract will require the solar contractor to assume a contract with the Schedule B contractor at the price set forth in the successful bid, and that an Addendum will be issued and posted on the official website of the EVAAD no later than May 22 identifying the name and the price of the lowest responsible and responsive bidder.
April 29, 2026	RFP is advertised a second time in the Evansville Courier and Press AND posted on the official website of the EVAAD
May 15, 2026	Bids due for civil project including scope contained in Schedule B
May 22, 2026	RFP Addendum posted on the official website of the EVAAD in the news items and sent directly to interested persons who received the RFP, identifying the price and contractor for the Schedule B work, which must be accepted by the solar contractor
May 29, 2026	Proposals are due and received at 11:00 a.m. local time at the Evansville-Vanderburgh Airport Authority District office
June 22, 2026	Board selects the best Qualified Provider as recommended by the Administration and awards contract for civil project
June 23, 2026	Contracts presented for signature to civil project contractor and Qualified Provider
June 24, 2026	Qualified Provider to invoice Owner for no less than 5% of the total cost of the solar facility
July 4, 2026	Deadline for solar project to be under contract and 5% payment made on solar facility
July 4, 2026	Deadline for physical construction to begin on solar project
TBD	Substantial completion
December 31, 2027	Deadline for solar facility to be placed in service

SECTION I. OVERVIEW

The Evansville-Vanderburgh Airport Authority District (“Owner”) requests proposals for the implementation of energy conservation measures, repairs, and replacement services at Owner’s facilities on a performance contracting basis. The Owner’s board will make its own energy conservation decisions and financing selections. The Owner's objective in issuing this Request for Proposal (RFP) is to provide a competitive means in which to select a single Qualified Provider to perform the implementation of a Guaranteed Energy Savings Contract (GESC). The contract shall follow I.C. 36-1-12.5 and RFP guidelines. Qualified Providers must submit four (4) copies of their proposal. The cost of preparing a response to this RFP, including site visits and engineering analysis, will not be reimbursed by the Owner.

Each proposal will be reviewed to determine if it is complete prior to actual evaluation. The Owner reserves the right to eliminate from further consideration any proposal deemed to be substantially or materially unresponsive to the requests for information contained herein.

SECTION II. CONTENT OF PROPOSALS

Table of Contents

Responses shall include a table of contents properly indicating the section and page numbers of the requested information.

Executive Summary

Responses shall include a concise review stating the respondent’s understanding of the project contained on no more than three pages.

Company Qualifications

Company Profile:

- Provide general information on the responding firm including: company name, address, telephone number, evidence of Qualified Provider status under I.C. 36-1-12.5, contact person(s) for this project.
- Where is the company’s headquarters located?
- How many years has the company/parent or subsidiary operated in Indiana?
- How many years has your team/team member been involved in providing guaranteed savings solar contracts?
- Do you have a Solar Service department and if so, how many service professionals do you currently have that are on the road daily for service/solar contracts? List the contracts you currently service and names of references. Companies that perform Solar Maintenance at Airport facilities in Indiana will receive a higher score.
- Please document and verify current customers you currently monitor solar production on a daily basis, Companies monitoring solar sites at Airports will receive a higher score

- Qualified Provider must have installed 3 solar systems of (1) one megawatt or more in Indiana where you tried to zero out the utility bill under the performance contract law IC 36-1-12.5 in the state of Indiana.

Project Team:

- List the lead personnel employed by the Qualified Provider involved in this project. Include a resume on each person listing name, title, education, experience, work history and responsibilities on this project. Identify specifically the type of work performed by each person and for how long.
- Legal Grievances: The Qualified Provider shall describe in detail all litigation in which it is or was a party related to any construction projects, past or present, with an Indiana public school entity or political subdivision.

References:

- Past performance is a critical component in the selection process of this project. Therefore, each Qualified Provider must include a *summary* of **5 Indiana** guaranteed savings contracts they have worked on as an individual working for an energy savings company or as the company currently submitting this request for proposals. Include the following detailed information on the (3) guaranteed savings contracts.
- Contact, telephone number
- Description of scope of work
- Start & completion date of the installation phase of the project
- Annual guaranteed and actual energy savings
- A list of all (3) Indiana one megawatt solar installations with contact information so we can verify.
- A list of the airports solar projects that you have completed
- A list of Airport projects you have done glare studies and land releases for? Solar Companies that have provided glare studies and land release documentations will receive a higher score

Certifications:

- I.C. 36-1-12.5 requires that Qualified Providers submit with their proposal certification from the Indiana Department of Public Works that they and their subcontractors (for all subcontracts in excess of \$150,000) are certified to perform the work included in their proposal. This statute also requires that each Qualified Provider be a Certified Professional Services company that employs a minimum of one full-time employee registered in the State of Indiana as a Professional Engineer.
- Include a copy of the certification(s) from the Indiana Department of Administration, Division of Public Works that proves the Qualified Provider is a Certified Professional Services Company.
- Include a copy of the certification(s) from the Indiana Department of Administration, Division of Public Works that proves the Qualified Provider is a Certified Contractor.

- Include the names and PE numbers for all fulltime employees who are professional engineers registered in the State of Indiana.

Insurance Certificate

- The Qualified Provider shall include a certificate of insurance in the proposal indicating its insurance coverage, and the Qualified Provider shall maintain such insurance in full force and effect at all times until the Work has been completed, in the following minimum amounts:

<u>COVERAGES</u>	<u>LIMITS OF LIABILITY</u>
General Liability	\$6,000,000
General Aggregate	\$1,000,000
Product & Completed Operations Aggregate	\$1,000,000
Personal & Advertising Injury	\$1,000,000
Each Occurrence	\$1,000,000
Workman’s Compensation	\$500,000
Umbrella Policy in addition to individual coverage	\$1,000,000

Technical Approach

Each proposal should contain the following information about the respondent's scope of work.

Needs, Solutions & Price:

- Include a "Needs, Solutions & Price" section explaining current facility needs, the proposed solutions the Qualified Provider recommends, and the associated price for that solution. The Qualified Provider needs to demonstrate a clear understanding of the existing conditions of the facilities.
- New Solar system installed in the new parking lot to be constructed just before or concurrently with such installation.

Construction Approach:

- Include a detailed explanation of how construction services will be implemented. This explanation should include the people, specific construction services, timeline, and any external forces that could affect this project.

Project Management:

- Describe your firm’s approach to managing the proposed project from contract award through the guaranteed phase. Include a resume of the project manager who will be responsible for the project. Include in your proposal an implementation plan, including completion dates, describing how the Qualified Provider intends to execute the project, based on a June 2026 contract award.

Contractor & Equipment Selection:

- Describe the process that the Qualified Provider utilized in obtaining their contractor and equipment selections and what criteria were used to make those selections. A minimum of 20 percent of the work is to be provided by the Qualified Provider, which is defined by those entities

having financial ownership of the Qualified Provider. Engineering and project management will not be considered in the 20 percent.

Owner Training:

- Explain the Qualified Provider's plan for providing training and support services to the Owner. Describe the range of services being offered by your firm, such as maintenance, training, follow-ups, auditing, etc.
- The guaranteed savings contract shall state that the Qualified Provider shall not submit any change orders to the Owner for payment unless the Owner requests a change in the scope of the project after the contract is executed by the Owner, and the guaranteed savings contract shall be a guaranteed maximum price contract with no changes in the contract unless there is a change in the scope of the project requested by the Owner.

Past References:

- Provide references from three (3) one megawatt solar customers. Customers who have performed Solar work specifically in Airports in Indiana will receive a higher score.

Additional Information:

- Additional information about the Qualified Provider's technical approach to the project may be included in this section of the proposal. Follow Bid/Spec Submittal-Process.

Performance Guarantee / Energy Calculations

Energy Savings:

- All energy calculations and assumptions shall be included in the proposal. Methods used in determining actual energy savings shall be based on energy measurements of the specific Energy Conservation Measure (ECM) installed under this project and/or utility bill measurement.

Performance Bond:

- The Qualified Provider must submit to the Owner a Performance Bond following contract execution to insure the performance of the construction portion of the project. A subsequent Performance Bond shall be executed to insure the performance of the guaranteed energy savings. This will be renewed on an annual basis until contract completion.

Performance Guarantee Agreement:

- Each Qualified Provider must complete the energy savings, operational savings, and total savings amounts along with providing guarantee language that reflects the savings being guaranteed within the Qualified Provider's proposal and the savings verification methodology being proposed. Energy savings and operational savings shall be tracked separately and a shortfall in energy savings cannot be offset with excess operational savings. The Qualified Provider shall refund the Owner for any energy shortfall experienced during the guaranteed savings contract.

SECTION III. ASSUMPTION OF CONTRACT FOR PARKING LOT CONSTRUCTION

As noted above, this project for installation of solar canopies on a parking lot at Owner's facility that will be constructed immediately prior to, or concurrently with, the solar installation. Owner is presently soliciting bids for the work in constructing the parking lot itself, and the contract for such construction (the "Construction Contract") will describe the scope of the work in two separate schedules, namely Schedule A, which will consist solely of civil construction work including demolition of existing improvements, excavation, installation of paving, curbing, and underground electrical conduit, and Schedule B, which will consist of additional civil construction work that will be necessary to accommodate the installation of the solar canopies, including installation of footers and electrical supply.

The **Owner will assign** the portion of the Construction Contract covering the scope of work contained in **Schedule B** to the Qualified Provider selected pursuant to this RFP, **which will be required to assume such contractual obligations and scope**, including the selection of the construction contractor, the terms and conditions of the Construction Contract, and the pricing set forth in the awarded Construction Contract relative to Schedule B. The assignment/assumption will provide that the Owner's obligations to the contractor will not be extinguished by the assignment but that the Qualified Provider is assuming those obligations jointly with the Owner.

As set forth in the Project Timeline appearing at the front of this RFP, the bids for the Construction Contract will be received by or before May 15, 2026, and by May 22, 2026, an Addendum to this RFP will be posted on the official website of the Owner in the news items and sent directly to interested persons who received the RFP, identifying the price and contractor for the Schedule B work, which must be accepted by the Qualified Provider as set forth above.

SECTION IV. SOLAR INVESTMENT TAX CREDIT COMPLIANCE

In order for a proposal to be considered at all, the Qualified Provider must demonstrate that the terms of the proposal and its execution will comply with all requirements for obtaining maximum tax credits, rebates and reimbursements available under the federal laws pertaining to solar energy, including the Inflation Reduction Act of 2022 (P.L. 117-169), the One Big Beautiful Bill Act of 2025 (P.L. 119-21), and Internal Revenue Service Notice 2025-42. This includes, but is not limited to, meeting all applicable requirements and documentation of compliance for the following:

1. Date of beginning construction to qualify for safe harbor
2. Commercial operation date, including placement-in-service and interconnection with permission from local electric utility
3. Procurement – domestic source requirements and foreign source restrictions
4. Labor matters including, without limitation, utilization of apprentices, payment of common wage rates, and payroll certification

Again, the list above is not exhaustive, and it is the Qualified Provider's responsibility to investigate and understand the solar tax credit requirements and demonstrate that the proposal and the project execution will achieve compliance and maximum credit.

SECTION V. EVALUATION OF PROPOSALS

The Owner intends to award a contract to the Qualified Provider offering the Best Value proposal. The Owner will reject any proposal that does NOT meet the minimum criteria described in this RFP including demonstration of compliance with requirements for tax credits, Guaranteed Energy Savings Contracts, and proposal content.

For proposals meeting or exceeding the minimum criteria, the Owner will score the Proposals based on the criteria shown below. The calculation that shall be used to determine the Best Value proposal is the price for the scope of work offered by each Qualified Provider divided by the Qualitative Score assign to each proposal by the Committee to arrive at the lowest net price, or Best Value proposal.

The rubric for qualitative evaluation appears on the following page.

Qualitative Criteria	Points
Reputation of the Qualified Provider for designing and implementing three (3) one-megawatt solar projects and inclusion of the guaranteed savings contracts with solar scopes of work. An emphasis will be given to the experience in the design and implementation of one-megawatt solar solutions.	15
Previous successful completion of solar projects at airports	10
References and experience of the Qualified Provider and the people responsible for implementing the solar project. Consideration will be given to past project experiences with solar.	10
Demonstration of daily monitoring of existing solar customers 24 / 7 / 365	5
Listing of solar maintenance customers that are currently under contract, providing the detailed reports, I-V curve testing etc	5
Price / Savings of the solar canopy solution	25
Integration with existing systems	10
Years in business including Parent Company and bonding capacity of \$10 million	5
Proper certifications and insurance as set forth in the RFP	5
Warranty of Equipment. 25-year warranty of the solar panels production at 80 percent and 20-year warranty for the inverters versus 10	10
TOTAL POINTS	100

Best Value Determination

- Qualitative Score (0 – 100%): _____