



Solarize NOVA Spring 2015 Request for Proposals Residential & Commercial Solar PV Systems

I: Executive Summary

The Local Energy Alliance Program (LEAP) (“Project Organizer”) is soliciting proposals from solar installation companies for locality-based campaigns as part of our Solarize NOVA program we run in partnership with the Northern Virginia Regional Commission (NVRC). The primary objective of Solarize NOVA is to spur community-wide interest in residential and commercial solar energy systems and to increase the total capacity of solar installations in the northern Virginia region. The program is also intended to reduce the average cost of residential and small commercial solar PV installations through bulk purchasing, economies of scale, and the offsetting of client acquisition and travel expenses.

This RFP is intended to solicit bids from qualified contractors (“Contractor”) to install roof-mounted solar photovoltaic (PV) energy systems on residential and small commercial structures of the campaign’s participating home and business owners. Proposals will provide tiered pricing based on the individual system wattage of participating homes as a \$/W installed (or \$/kWh if submitting proposal for leasing arrangement). Additional costs for exceptional conditions will be provided separately along with the criteria for what constitutes exceptional conditions. The individual property owners will own the PV energy systems and the SRECs unless otherwise noted in a leasing agreement.

LEAP will retain one or more firms to provide the design, equipment procurement, and installation services for property owners that choose to participate. If more than one contractor is chosen for Solarize NOVA Spring 2015, selected contractors will be asked to provide an agreed upon price, system, and service delivery model.

II. Solarize NOVA Spring 2015 Campaign

A. Focus Areas

The Solarize NOVA Spring Campaign will focus its grassroots marketing on residential and small

commercial property owners within the towns of Vienna, Falls Church, Herndon and neighborhoods such as Broadlands in Loudoun County. Mayors, Town Managers, and local citizen champions have already engaged and endorsed Solarize for their communities, and we have high expectations for signups and installations from these campaigns.

Similar in potential to LEAP’s Solarize Charlottesville campaign which saw over 1000 signups and over 100 contracts for installations, our goal for each locality is between 25-50 installations. Contractors will be expected to provide the agreed upon Solarize NOVA services for Loudoun and Fairfax County residents but not for homeowners outside these jurisdictions, unless LEAP and Contractors agree to do so writing. Prior campaigns have produced leads from homeowners outside of the focus areas.

B. Timeline

February 18, 2015	RFP Issue Date
March 13, 2015	Proposal Submission Deadline
March 18-20, 2015	Contractor Interviews (if necessary)
March 23, 2015	Award Announcement
March 24-25, 2015	LEAP-NVRC / Contractor Meeting
April 1 – June 30, 2015	Solarize NOVA Spring Campaign
August 31, 2015	Solarize NOVA Spring 2015 Contract Expiration

C. About the Project Organizer

With offices in Charlottesville and Fairfax, Virginia, LEAP is a nonprofit energy services organization whose mission is to lead the effort in local communities to implement energy efficient and renewable energy technologies in buildings. We do this to promote cost savings for families and businesses, job creation, energy self-reliance, local economic development, and the mitigation of climate change. LEAP’s alliance model is a community-based, public-private partnership.

Our programs serve as a tool to help local governments meet their carbon emission reduction targets; they improve the affordability and durability of our businesses and neighborhoods, and can stimulate the local economy through job creation and retention. Energy efficiency and renewable energy improvements benefit the local economy by enabling residents to keep their spending “local,” instead spending it paying utility bills.

III. Scope of Services

A. List of Services The selected Contractor is expected to provide the following services:

1. Site Assessment and individual proposal for each LEAP pre-qualified property owner.
2. Turnkey installation of a complete, fully functional photovoltaic system on each eligible participating residence.
3. Work includes all design services, permits, materials, labor, equipment, commissioning, and incidentals necessary to install a complete turnkey photovoltaic system as specified.

hereinafter, including, but not limited to, the work included in this specification.

4. Design services shall include (1) a Structural and Roofing Integrity Review for roof installed systems and (2) an Electrical Review.
5. The photovoltaic system shall be utility grid connected following the local electric utility's required design and installation standards for grid-tie and net metering. Contractor will prepare applications for interconnection with the local utility.
6. Photovoltaic system components shall minimize roof penetration for roof-mounted systems.
7. Contractor is required to update LEAP's Customer Relationship Management software (Salesforce) at a minimum on weekly basis pertaining to Contractor's project funnel. LEAP will provide training and a user license to Contractor for free. LEAP may restrict leads to Contractors who do not update Salesforce weekly and/or may sever contract with Contractor for noncompliance with this requirement.
8. Contractor shall respond in a timely manner to customer inquiries and LEAP referrals. It is expected that both email and phone will be utilized for customer contact and that customers will hear from contractors through one means or other within a 36 hour period after referral from LEAP.
9. Contractor shall be responsible for providing the homeowner with adequate training, maintenance and warranty information covering photovoltaic modules, equipment and system components, mounting system and inverters.
10. Photovoltaic modules and inverters eligible for this proposal must be UL 1703 listed, tested, and certified to IEC 61215 and/or IEEE 1262.
11. Other applicable codes and standards:
 - a. System shall comply with all applicable local building and electrical codes and the most recent version of the National Electrical Code Section 690.
 - b. System shall comprise UL listed or recognized components.
 - c. System interconnection shall comply with IEEE 1547 and 929 and the current requirements of the local electric distribution company.
 - d. All required professional services (architects, engineers, etc.) utilized by the contractor must be licensed by the Commonwealth of Virginia.

B. Warranties

1. **General Warranty** – Installer will provide a warranty on all installation labor for a minimum of five years from system commissioning, if not so covered by the manufacturers' warranties. Special warranties specific in this article shall not deprive the homeowner of other rights they may have under other provisions of the contract or warranty documents and shall be in addition to, and run concurrent with, other warranties made by the contractor or manufacturer under requirements of the contract documents. This warranty shall include repair of any roof leaks directly attributed to the PV system installation.
2. **Special Warranty** – Written warranty, executed by manufacturer agreeing to repair or replace PV equipment and system components that fail in materials or workmanship within a specified warranty period.
 - a. Photovoltaic modules shall have a minimum 25 year power warranty with not more

- than 20% allowable degradation of power during a 25 year period.
- b. Mounting system shall be warranted free of defects for a period of not less than five (5) years.
 - c. Inverters shall be warranted free of defects for a period of not less than ten (10) years.

C. Products

1. General Component Requirements (all material must be new--- no used products)
 - a. Electrical components shall be designated for 600 Volts or higher system voltage.
 - b. All materials that are used outdoors shall be sunlight and UV resistant.
 - c. Materials shall be designed to withstand the temperatures to which they will be exposed.
 - d. All conductors will be copper. Only stainless steel fasteners shall be used.
 - e. Structural members shall be corrosion resistant aluminum or stainless steel.
 - f. The array shall be mounted in such a way that normal drainage of the roof area is not affected.
 - g. Array installation shall not unreasonably restrict roof access to roof surface for inspection and repair, if for a roof installation.
2. Mounting System
 - a. Mounting system shall promote ambient air circulation beneath and above modules to enhance panel efficiency.
 - b. Modules shall be individually removable for roof access, maintenance or repair.
3. Inverters
 - a. Maximum peak inverter efficiency shall be 96% or greater.
 - b. Each inverter shall include:
 - i. Automatic operation including startup, shutdown, self-diagnosis and fault detection.
 - ii. Digital Signal Processor (DSP) based controls with self-diagnostics and LCD for display of operating status.
 - iii. Anti-islanding protection to prevent back-feeding inverter generated power to the grid in the event of a utility outage.
 - c. Please provide a price quote for either string inverters, DC optimizers or micro-inverters or a combination of them in the pricing sheet Exhibit A or B to the this RFP.
4. Combiner Boxes
 - a. Combiner boxes shall have the following characteristics: NEMA 3R enclosure, 600 VDC, and UL listed.
5. AC Disconnects
 - a. Where required by NEC, the inverter disconnect shall be a heavy duty fused disconnect, 240 V AC rated, with isolated neutral and ground. If fused the fuses shall be class RK5, 240 V AC with a minimum interrupt capacity of 65kA.
6. DC Disconnect Switches
 - a. The DC disconnect(s) shall be 600 VDC, non-fusible, heavy duty safety switch.
7. Wiring and Conduit
 - a. All system wiring shall be in accordance with Section 690 of the National Electric Code (NEC). The wires used have a temperature rating of 90 degrees C or higher.

- b. All electric wiring raceways and outdoor electrical conduits shall be compliant with current code.
- c. Exposed cables shall be UV resistant.
- d. Conduits shall be mounted on high density polyethylene supports.

D. Execution

1. Installation Requirements

- a. All required over-current protection devices shall be included in the system and accessible for maintenance. Each shall have trip ratings no greater than the de-rated amperage of the conductor it protects.
- b. All electrical connections and terminations shall be fully tightened, secured, and strain relieved as appropriate.
- c. System switching and metering equipment shall have convenient access for resetting or repair during electrical outages, and for regular monitoring for data retrieval.
- d. For roof installations, the system shall maintain roof and structural integrity. The loading impact of the array, wind, snow, etc. shall be determined before the installation.
- e. The system shall maintain the integrity of the home electrical system. The Contractor shall carefully inspect the electrical system to ensure against harmonic distortion, fault protection issues, and interconnect problems.

2. Installation Standards

- a. System installation shall conform to all Manufacturers' Installation Manuals and approved project drawings and specifications.
- b. Site shall be maintained and kept secure, free of excessive debris and in safe condition during the construction period. Site should be left "broom clean" after work is complete at the end of each workday. All work will comply with the National Electric Code, the National Fire Code, and the Uniform Building Code, and shall be inspected by local inspectors at each appropriate phase. System installers shall comply with OSHA regulations specifically including Chapter 29 CFR Part 1926.
- c. The Contractor shall be present on site at all times during installation. In the event that installation requires more than one day to complete or the site is to be left unattended for any reason, including but not limited to lunch, breaks or emergencies, the Contractor shall properly secure the site to ensure no tampering, vandalism or accidents occur at the site.
- d. Array mounting hardware supplied by Contractor shall be compatible with the site considerations and environment. Special attention shall be paid to minimizing the risk from exposed fasteners, sharp edges, and potential damage to the modules or support structures. Corrosion resistance and durability of the mechanical hardware shall be emphasized. The use of stainless steel fasteners and aluminum support structures is required. The use of ferrous metals, wood, or plastic components is not acceptable, except that pipe supports made of UV-rated plastic curb-type standoffs are acceptable.
- e. The Contractor shall ensure installing subcontractors (if used) are familiar with manufacturer's installation guidelines.

3. Delivery, Storage, and Handling

- a. PV modules and system components will be delivered to their final locations in protective wrappings, containers and other protection that will exclude dirt and moisture and will prevent damage from construction operations. Protection will be removed only after equipment is safe from such hazards. The Contractor shall solely bear the full risk of loss until installation.
- b. The Contractor shall maintain the integrity of the installation site during delivery, handling and installation, including laying out mats, insulation/plywood layers, etc. Any damage to the roof surface or landscaping shall be identified and repaired by the Contractor.
- c. Each module shall be visually inspected for defects by the Contractor upon receipt. Any defects shall be immediately reported to the Solicitor.

4. Labeling and Identification

For diagnostic and troubleshooting purposes, all array strings at the combiner boxes and the combiner boxes themselves shall be uniquely tagged and identified with such tagging on the as-built drawings.

5. Cleaning

PV modules shall be free of dirt and construction debris prior to system start up procedures.

E. Startup, Acceptance, and Commissioning

1. Procedures

- a. System inspection and safety checks: Contractor shall run through a checklist of startup requirements and conduct a series of safety tests to ensure proper installation, safe operation and performance up to specification.
- b. Contractor shall correct any deficiencies uncovered by the testing prior to commissioning of the system.
- c. Site shall be free of all tools and materials required for construction and installation.

2. System Output Measurement: The Contractor will establish the initial system output to prove that the system is performing as it is designed, and to establish a baseline to be used for warranty. The system output will be verified after construction of the system has been completed, on a clear, sunny day. The Contractor may perform other performance tests to support performance testing.

IV. Requirements

A. Proposal Process

Each Contractor shall carefully examine the RFP and any and all amendments, exhibits, revisions, and other data and materials provided with respect to this RFP process. Contractors should familiarize themselves with all proposal requirements prior to submitting their proposal.

Should the Contractor note any discrepancies, require clarifications or wish to request interpretations

of any kind, the bidder may contact LEAP Executive Director Cynthia Adams at 434.825.0232 and shall follow up with a written request by email to cynthia@leap-va.org. LEAP will respond to such written requests in kind and disseminate such written responses to other prospective Contractors.

If a Contractor is interested in submitting a proposal, the following requirements should be observed:

1. Proposals must be received no later than March 13, 2015 at 5:00pm. Proposals received after the aforementioned date and time may not be considered in the Project Organizer's sole discretion.
2. Proposals may be submitted as hard copies to: 3040 Williams Drive, Suite 200, Fairfax, VA 22031; or electronically to Cynthia Adams at the following email address: cynthia@leap-va.org. The subject line should be identified as: "Proposals for Solarize NOVA Campaign"
3. Contractors may be required to interview with Project Organizer.

B. Selection Criteria

LEAP will review proposals and facilitate the organization of a Selection Committee. The Selection Committee will include LEAP and any key partners identified in the Campaign. One or more Contractors will be selected to complete all of the solar PV energy systems under this RFP. Proposals will be scored in the following categories, with a maximum possible score of 100 points. The scoring of each proposal will be the exclusive discretion of the Selection Committee.

1. Competitive Pricing – The extent to which proposed pricing terms are competitive. (30 pts.)
2. Contractor Experience & Qualifications – The extent to which the Contractor demonstrates certified/qualified personnel, capacity to handle *volume* leads, and a track record of quality customer service as well as work. Experience in the northern Virginia market and Fairfax County in particular is a plus. (25 pts.)
3. System Warranty – The extent to which the Proposer offers strong warranties on the system components and labor. (15 pts.)
4. System Quality – The extent to which the Contractor incorporates high-quality, American-made panels and high quality components into their system design (30 pts.)

C. Proposal Format

1. Provide the Contractor's company name as it appears with the State Corporation Commission.
2. Provide Virginia Contractor's license number.
3. Describe Contractor's prior experience designing and installing solar PV energy systems. Detail the number of distinct projects the Proposer has constructed or installed.
4. Describe Contractor's experience with Virginia permitting and Virginia system interconnection.
5. Provide three (3) customer references from customers who worked with the Contractor during the installation phase.
6. For a direct purchase proposal, provide a tiered pricing structure expressed as \$ / watt in the pricing sheet Exhibit A
7. For a leasing proposal, provide a tiered pricing structure expressed as \$/kWh in pricing sheet – Exhibit B

8. Describe how the Contractor will meet the Scope of Services detailed in Section III, including Services, Warranties, Products and Start Up.
9. Describe any planned deviations from the Scope of Services as provided in Section III and explain why.
10. Specify if Contractor has ability to install on slate or tile roofs and install non-standard equipment such as ground mounts and battery backup.
11. Describe how the Contractor will determine cost for non-standard “upgrades” or amendments to contracts in case of unusual electrical or construction requirements (e.g., ground mounted systems, installation that require mechanical lift, installation on a flat roof, etc.).
12. Specify if Contractor is able to perform roofing work or if Contractor has partnerships/will partner with a roofing company to have roof repair/replacement included as part of solar installation. If partnered with a roofing company, provide company’s information.
13. Describe all equipment and components Contractor intends to install in the pricing sheet (Exhibit A & B)
14. Include insurance coverage documentation for the Contractor.
15. Proposals must be signed by an authorized officer of the Contractor. Proposals must also provide name, title, address and telephone number for individuals with authority to negotiate and contractually bind Contractor, and for those who may be contacted for the purpose of clarifying or supporting the information provided in the proposal.
16. Provide names of key personnel and the number of staff members that will be working on this Solarize Campaign. Please indicate the role that each staff member will play within the Campaign and specifically who will handle customer service and updating LEAP’s Salesforce software.
17. Provide location of Contractor’s nearest regional office.
18. Provide a copy of your Procedures and Protocols or a detailed strategy for maintaining high levels of customer service, including timely scheduling and responding to participant inquiries, with expected high volume leads (i.e. Does Contractor have any capacity limitations for performing site assessments, delivering proposals, responding to inquiries, with the anticipation of receiving hundreds of leads over a short period of time?)
19. Are you interested in participating in Campaign publicity and community outreach as part of your installation work? If so, please discuss how and what you can offer with respect to channel marketing.

V. General Terms and Conditions

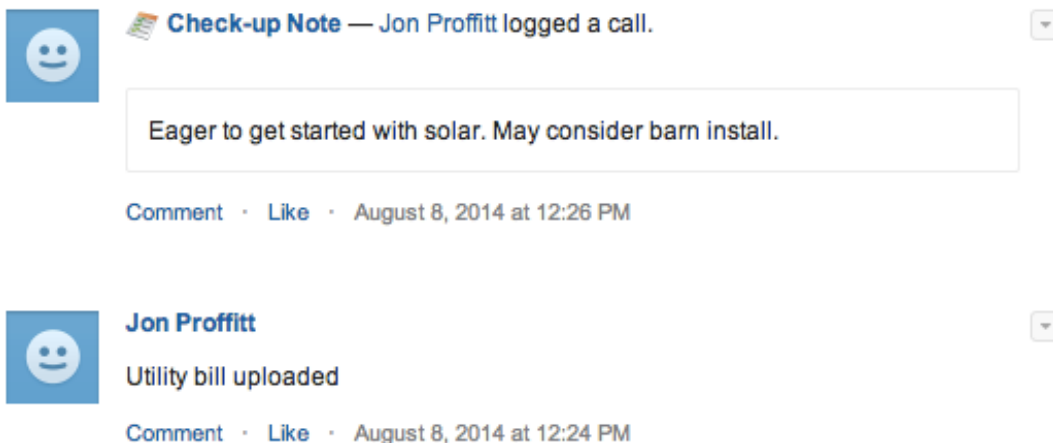
If Contractor elects to respond to this RFP, submissions of your proposal assumes the acceptance of the following:

1. The Project Organizer reserves the right to reject any or all of the proposals received in response to the RFP, to waive irregularities or to cancel or modify the RFP in any way, at its sole discretion, if the Project Organizer determines that it is in the interest of the Project Organizer.
2. The Project Organizer will have the responsibility to prequalify all incoming leads prior to Contractor handoff. This process will include a satellite assessment, personalized phone or email conversation, and, when applicable, a Home Energy Check-up. A LEAP team member will perform the satellite assessment, which includes shading, orientation, and roof analyses, to

determine each lead's general suitability for solar. Following the satellite assessment, LEAP will call and/or email each lead to notify them of their results, obtain more detailed information, and educate them on program processes/resources and common solar energy questions. If the client elects to schedule a free Home Energy Check-up prior to Contractor's solar consultation, a LEAP Building Performance Institute (BPI) certified Building Analyst will conduct an energy efficiency evaluation to collect more detailed information, including pictures of annual utility data, electrical panels, and roof truss systems. During this 90 minute on site Check-up, the LEAP Building Analyst will work to build a relationship with the client, establish program credibility, and gauge interest in moving forward with solar installations.

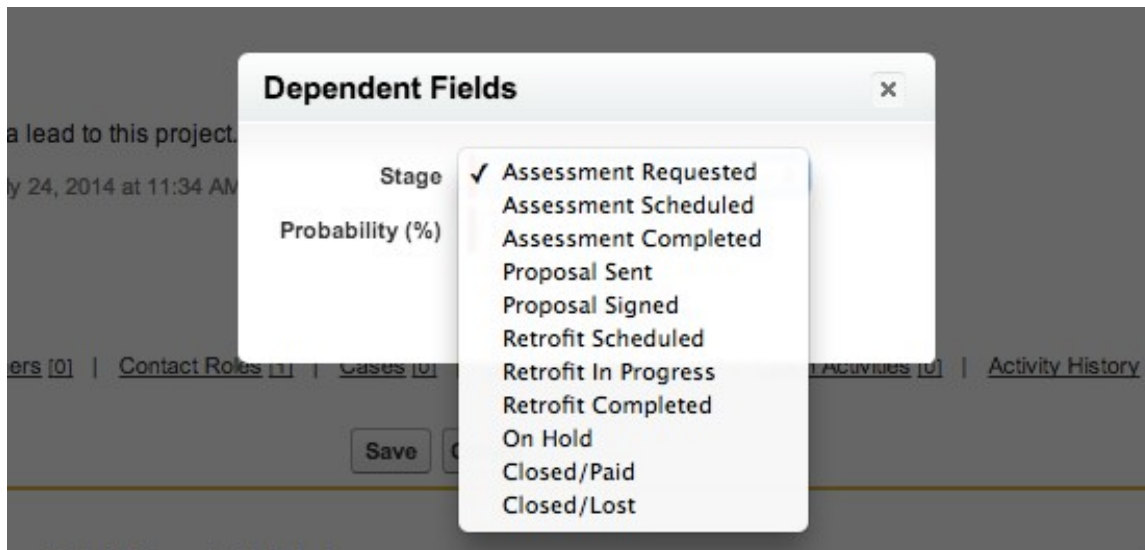
3. Project Organizer and Contractor will record all relevant information into the designated Salesforce CRM. LEAP will perform the following actions to prequalify customers:
 - a. Customers must come to the Solarize NOVA website and give contact information online to "sign up."
 - b. LEAP staff will use Google Earth to view the homeowner's property for shading and orientation issues.
 - c. LEAP will contact the customer by phone to discuss merits of the program and solar energy in general, likely cost(s) of the system, answer questions, and on or off ramp the homeowner into the next stage. Notes on this interaction will be left for the referring Contractor in Salesforce.

Should LEAP also schedule a Home Energy Check-up for the customer (performed by our professional staff), notes on that interaction, utility bills, and photos of the roof and breaker box will also be uploaded into that customer's Salesforce account.



The screenshot displays two entries in a Salesforce CRM activity feed. The first entry is a 'Check-up Note' by Jon Proffitt, dated August 8, 2014 at 12:26 PM. The note text reads: 'Eager to get started with solar. May consider barn install.' The second entry is 'Utility bill uploaded' by Jon Proffitt, dated August 8, 2014 at 12:24 PM. Both entries include a blue smiley face icon and a dropdown arrow on the right.

Contractor will also be required to update lead status by stage and upload distributed proposals at a minimum of once per week. Project Organizer will provide Salesforce training.



- d. The Project Organizer will earn a fee-for-service of \$0.20 per Watt installed to cover marketing, customer prequalification, and other administration expenses. This fee-for-service will be required for any lead generated from the Solarize Campaign equal to or under 15kW. If leads for systems larger than 15kW are generated, LEAP will reduce the fee-for-service on a sliding scale to be determined in coordination with selected installers. Contractors will not be expected to provide the standard Solarize pricing for clients outside of the defined program service area or non-Solarize designated equipment, such as ground mounted or large commercial systems, but will still be expected to pay a pre-determined fee-for-service. This fee-for-service will be payable to LEAP within 14 days of job completion for installed solar projects. LEAP will invoice Contractors monthly.
- e. The Project Organizer further reserves the right to make awards under this RFP without discussion of the proposals received. Proposals should be submitted on the most favorable terms from a technical, qualifications, and price standpoint. The Project Organizer reserves the right not to accept the lowest priced proposal.
- f. Contractor agrees that all communications that reference the Solarize NOVA program and/or use the Solarize NOVA logo must link to the official Solarize NOVA website (solarizenova.org). All Solarize participants must go through the simple online application process, which lives on that site to ensure that all potential clients receive the same information about the program (Contractor may enter the information on homeowner's behalf). If a communication first links to a page on your website, it needs to then direct them to the Solarize NOVA site. Any print advertisements (for newspapers/magazines, flyers, doorhangers, postcards, etc.) must be provided to Project Organizer prior to publication and distribution for approval. All approved language about the program lives on the Solarize NOVA website and is included in the press release.
- g. The Project Organizer will not be responsible for any expenses incurred by any proposer in conjunction with the preparation or presentation of any proposal with respect to this RFP.
- h. The Project Organizer's selection of a Contractor through this RFP is not an offer and the Project Organizer reserves the right to continue negotiations with the selected Contractor until the parties reach a mutual agreement.

- i. Bidder Representations: By responding, the Contractor shall be deemed to have represented and warranted:
 - a. That the bid is not made in connection with any competing Contractor submitting a separate response to this RFP and is in all respects fair and without collusion or fraud;
 - b. That no employee of the Project Organizer participated directly or indirectly in the Contractor's bid preparation;
 - c. That the Bidder has not been convicted of bribery or attempted bribery for contract awards by and is not in default under any contract with another entity;
 - d. That the Bidder agrees with all of the terms and conditions in this RFP.
 - e. That the information contained in the bid is true, accurate and complete and includes all information necessary to ensure that the statements therein are not misleading; and
 - f. That the bid price is true and accurate, and based on an appropriate due diligence by the Contractor.
- j. Bid Negotiations --- Final technical specifications may be negotiated with the Contractor, but cannot affect the final pricing. The Project Organizer reserves the right to reject any bid in or to waive technical defects, qualifications, irregularities and omissions, if, in its sole judgment, the best interests of the Project Organizer will be served. All costs of developing bids and any additional expenses related to those negotiations are entirely the responsibility of the Contractor and will not be charged to Project Organizer.
- k. Bid withdrawal --- Once submitted, all bids become the property of Project Organizer, which reserves the right to reject any and all bids. Bids must be firm and may not be withdrawn for ninety (30) days, or until Project Organizer awards the contract, whichever comes first.
- l. Substitutions --- Equipment differing in any respect from that specified will be considered only when ample proof is submitted with the proposal in the form of complete drawings, cuts, prints and descriptive literature indicating all essential requirements of the specifications are adhered to in design and construction. These specifications are intended to include the complete fabrication, finishing, delivery and making ready to use, all equipment and services herein specified, all in accordance with these specifications. Any parts or accessories not specifically mentioned which are normally parts of the equipment, or necessary to complete the installation of same or which are required for system operation in accordance with the full extent of these specifications, shall be included in the price.
- m. Working Hours – The Contractor shall coordinate its installation schedule so that work is performed during normal business hours, unless written permission is obtained from homeowner to work during other times. This condition shall not excuse the Contractor from timely performance under the contract.
- n. Workmanship --- All Workmanship, Materials or Equipment, either at the Site or intended for it, shall conform in all respects with the requirements of all the Contract Documents, and shall be a strictly first class, workmanlike installation and the best obtainable from the crafts and trades. In all cases, the materials, equipment and workmanship shall be equal to or better than the grade specified, and the best of their kind that is obtainable for the purpose for which they are intended. All Labor shall be performed by properly licensed mechanics skilled in their respective trades.

- o. LEAP is not obligated as a result of the submission of a proposal to enter into a contract with any Contractor or proposer, and has no financial obligation to any Contractor or proposer arising from this RFP. All contracts will be executed between the homeowner and selected contractor. The contract between the homeowner and the Contractor will state that LEAP is a not a party to the contract and that the selected contractor will be solely liable for any claims, losses or damages arising out of the contract.
- p. **Approval of Bid – The Contractor understands and agrees that the terms of this RFP will be incorporated into any contract and such terms shall be binding on and inure to the parties hereto. Execution of a contract pursuant hereto signifies Solar PV System Installer’s acceptance of these terms.**

Attachment A: Direct Purchase

Solarize NOVA Pricing Proposal

Primary Point of Contact

Installer Company Name	Contact Name
Contact Email	Contact Phone Number

Proposed Equipment

List all proposed equipment to be used during the course of the program for the typical solar PV installation. If more than one variety of equipment will be used, please include it below. **The selected Installer may only alter the list of approved equipment during the course of the Solarize NOVA Spring 2015 program upon pre-approval by LEAP and potential review by the technical consultant.**

Major Component	Manufacturer	Model Number
<i>Inverter(s) (String)</i>		
<i>Inverter – DC Optimizer or Micro</i>		
<i>PV Modules</i>		
<i>Mounting System</i>		
<i>Production Meter</i>		

You can spec string inverters and / or DC Optimizers or Micro Inverters

Tiered Pricing Proposals

The bid should include a dollar per watt (\$/W) Purchase Price that will reduce as higher tiers are reached,

	Tier 1	Tier 2	Tier 3		
Tiers	<4kW	4-6kW	>6kW		
Purchased Price (\$/W) – assumes string inverter					

Pricing above should include LEAP's \$0.20 per watt installed fee.

Homeowner pricing for Solarize NOVA will require a minimum purchase of a 3kW system to participate in the program for bulk pricing. LEAP assumes this program will sell a minimum of 10 3kW systems.

You have the option to offer flat rate pricing per Tier--- To indicate flat rate pricing, enter the same rate in each tier.

Increased Pricing Factors

Outline below any additional costs that may increase the tiered pricing proposal above.

Factors	Increased Cost (\$/W)	Increased Cost (\$/W)	Flat Fee (if applicable)	Description of Work
Site Specific May include, but is not limited to: <ul style="list-style-type: none"> • Multiple roof arrays • Tilt racking • Standing seam metal roof • Flat roof • Pole or ground mounted system 				
Micro-Inverters				
Other				
Other				
Other				
Other				

Attachment B: Leasing Agreement

Solarize NOVA Pricing Proposal

Primary Point of Contact

Installer Company Name	Contact Name
Contact Email	Contact Phone Number

Proposed Equipment

List all proposed equipment to be used during the course of the program for the typical solar PV installation. If more than one variety of equipment will be used, please include it below. **The selected Installer may only alter the list of approved equipment during the course of the Solarize NOVA program upon pre-approval by LEAP and potential review by the technical consultant.**

Major Component	Manufacturer	Model Number
<i>Inverter(s) (String)</i>		
<i>Inverter – DC Optimizer or Micro</i>		
<i>PV Modules</i>		
<i>Mounting System</i>		
<i>Production Meter</i>		

You can spec string inverters and / or DC Optimizers or Micro Inverters

Tiered Pricing Proposals

The Lease should assume the customer is putting no money down for a system that will produce 90 percent of optimal production, and should be presented on a \$/kWh basis. For third---party ownership offerings that are a fixed monthly payment (i.e. \$/month), the payment should be translated into a \$/kWh price for means of comparison.

	Tier 1	Tier 2	Tier 3		
Tiers	<4kW	4---6kW	>6kW		
Purchased Price (\$/kWh) – assumes string inverters					

Details on Lease Pricing Model	Explain any variations on the Lease model that will be provided. Outline the maximum range for pricing escalators that will be present in contracts.
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Pricing above should include LEAP's \$0.20 per watt installed fee.

Homeowner pricing for Solarize Leesburg will require a minimum purchase of a 3kW system to participate in the program for bulk pricing. LEAP assumes this program will sell a minimum of 10 3kW systems.

You have the option to offer flat rate pricing per Tier--- To indicate flat rate pricing, enter the same rate in each tier.

Increased Pricing Factors

Outline below any additional costs that may increase the tiered pricing proposal above.

Factors	Increased Cost (\$/kWh)		Increased Cost (\$/kWh)	Flat Fee (if applicable)	Description of Work
Site Specific May include, but is not limited to: <ul style="list-style-type: none"> • Multiple roof arrays • Tilt racking • Standing seam metal roof • Flat roof • Pole or ground mounted system 					
Micro-Inverters					
Other					
Other					
Other					
Other					