



**Town of Boxborough
29 Middle Road, Boxborough, MA 01719**

**Addendum No. 1
5/8/2015
to the
Request for Proposals
Tiered Discount Solar Installation Program
for Residents & Businesses
of the Towns of Boxborough and Littleton**

This Addendum No. 1 is being emailed to those Offerers of Record having received the RFP as of 5:00pm, 5/7/2015, as prescribed in the section DOWNLOADING OF DOCUMENTS AND QUESTIONS on page 2 of the RFP. It will also be posted on the Town's website at <http://www.boxborough-ma.gov/home/pages/rfpsifbs>.

Offeror shall acknowledge, in writing, receipt of this addendum, which shall be included with Offeror's proposal. Receipt of this addendum shall be acknowledged by signature as follows: 1) if the Offeror is an individual, by her/him personally; 2) if the Offeror is a partnership, by the name of the partnership, followed by the signature of each general partner; and 3) if the Offeror is a corporation, by the authorized officer, whose signature must be attested to by the Clerk/Secretary of the corporation and the corporate seal affixed.

A reminder that Seven (7) copies of the proposal shall be submitted, no later than 12:00 Noon EDT, May 14, 2015 to:

Ms. Selina Shaw
Town Administrator/Chief Procurement Officer
29 Middle Road
Boxborough, MA 01719
(978) 264-1712

Part A - Answers to all questions received by the Inspector of Buildings:

- 1) Q) Have the towns established a goal for the number of systems that they would like to achieve during this initiative, in total or by community?
A) Our goal is to achieve Tier 5.
- 2) Q) Must offerer include a signed copy of Attachment C Memorandum of Understanding in the Non-Pricing proposal packets to signify that we have read through it and agree to the terms?
A) No. Attachment C Memorandum of Understanding is provided for information purposes only. It need only be signed by the successful Offerer.
- 3) Q) Can offerer submit a joint proposal with another company?
A) No. There must be only one company, or business entity, acting as the Installer. An Installer may subcontract with other companies for portions of the work, but the Installations must be “provided by employees of Installer (no subcontracting of installation).”
- 4) Q) Is there a rebate available for customers?
A) Not at this time. LELD is considering a rebate program, but nothing has been finalized. The selected Installer shall follow up directly with LELD to determine the scope and availability of any rebates from LELD.
- 5) Q) Has LELD established a solar rebate and if so, what are the details of this rebate?
A) Refer to the previous question.
- 6) Q) Attachment B Pricing Proposal, Pricing Contingency Factors, shows a column for Increased Cost (\$/kWh). Due to LELD not accepting leased solar PV systems, are we still required to fill in this column?
A) No. That column is not required.
- 7) Q) Is the net metering rate structure identified in the RFP still the effective rate structure, or is there an updated rate structure that will be effective during this program?
A) Refer to LELD for information regarding their periodically updated net metering rates
- 8) Q) Is the net metering for LELD 1-to-1?
A) See the previous question.
- 9) Q) Does the base price per watt need to include the cost of a structural analysis, or should that be separated out in Attachment B Cost Adders?
A) Offerers should include the cost of a structural analysis in the base price and not as a Cost Adder.
- 10) Q) The RFP mentions that addenda may be available. Are there documents in addition to the RFP on the town's website that we should have at this time?
A) To date, this is the only Addendum to have been issued for this RFP.
- 11) Q) When listing past Solarize Mass programs, with their associated municipal contacts, may offerers also include programs from municipalities that ran their own solar challenge?
A) Yes. Offerers may include any similar solar programs conducted under the auspices of a municipality.

Part B – Changes to Section 7.0 Comparative Selection Criteria

- 12) In the criteria table in Section 7.0 Comparative Selection Criteria, change the criteria group heading “Proposed Equipment” to “Warranties”.
- 13) In the criteria table in Section 7.0 Comparative Selection Criteria, insert a new row in the just-renamed criteria group Warranties as follows:

Criteria	Highly Advantageous	Advantageous	Not Advantageous	Unacceptable
Included Labor Warranty (no-cost repair and/or replacement)	Greater than 84 months	60 months to 84 months		Less than 60 months

Receipt acknowledgement, which must be completed and submitted with Offeror’s proposal, follows on page 4.

**Receipt Acknowledgement
Boxborough/Littleton Solar Initiative
Addendum #1**

This form shall be completed, signed and returned with the proposal.

I hereby acknowledge that I have read the foregoing addendum to the RFP entitled "Tiered Discount Solar Installation Program for Residents & Businesses of the Towns of Boxborough and Littleton"

Company Name: _____

Name of Bidder: _____

Address: _____

Authorized Signature Bidder: _____

Title: _____

Date: _____