

## Louden Tribe Rooftop Solar PV, Battery Storage, & EV Charger RFP

Invitation to Bid No: LT-FY25-002

Publishing Date: Monday February 24, 2025

Bid Due Date: Friday March 14<sup>th</sup>, 2025

### Louden Tribe Contact:

Luis Echenique  
Grants Director  
970-825-9241

[luis.echenique@loudentribe.com](mailto:luis.echenique@loudentribe.com)

### Tanana Chiefs Conference Contact:

Alexander Sievers  
Infrastructure Project Manager  
907-978-6551

[alexander.sievers@tananachiefs.org](mailto:alexander.sievers@tananachiefs.org)

## Contents

Louden Tribe Invitation to Bid LT-FY25-002 .....	3
SECTION 1 - Instructions to Bidders: .....	4
SECTION 2 - EVALUATION CRITERIA.....	5
Award: .....	5
Louden Tribe Invitation to Bid LT-FY25-002.....	6
NON-COLLUSION AFFIDAVIT .....	7
Bid Schedule .....	8
CONTRACTORS QUALIFICATION QUESTIONNAIRE .....	9
Part 2 - General Provisions.....	10
Scope of Work .....	10
Procurement Responsibility Schedule.....	12
Insurance Requirements .....	12
Part 3 – Map of The Loudon Tribal Building .....	13
Part 4 – Design Documents.....	14
1. Two Planview Layouts	
2. Single Line Diagram	
3. Picture of Similar Sol-Ark 15k & SimpliPhi 6.6 Installation	
4. Picture of NAHASDA Office location of Inverter, Transfer Switch, and Battery Installation.	
<u>PDF Attachments</u>	
5. Sol-Ark 15K, SimpliPhi 6.6, SEG 550-BMA-TB, and ChargePoint HomeFlex Level 2 EV Charger datasheets	
6. Loudon Tribal Building Helioscope Simulation	

## Louden Tribe Invitation to Bid LT- FY25-002

The Louden Tribe (Tribe) requests proposals for the award of a contract for procurement, electrical installation, commissioning, and system integration services for a rooftop Photovoltaic system, with 19.95 kW of battery storage, and level 2 EV charger at the Louden Tribal Office Building in the community of Galena, AK whose power output is integrated into the City of Galena owned electric distribution system. The Solar Modules, Battery Storage, and Inverter, specified in the attached documents, will be procured by the Tribe but installed by the Electrical contractor.

This Request for Proposals (RFP) details the overall scope of services desired, identifies specific qualifications, and required skills. Responses to this RFP will be used to select and negotiate with a qualified contractor(s) to provide the services described in the RFP. The Tribal Council will approve the award of this contract based on the evaluation criteria identified in this RFP.

This RFP ***does not commit the Tribe to enter into a contract, nor does it obligate the Tribe to pay for any costs incurred in the preparation and submission of responses to this RFP.*** The Tribe reserves the right at its sole discretion: to make selections of one or more contractors, to reject any or all submissions, to issue subsequent RFPs, to remedy technical errors in the RFP process, and to enter into a contract for all or some of the services described in this RFP.

Proposals must be received by the Louden Tribe, P.O. Box 244, Galena, Alaska 99741 or at the Tribal office located in Galena, Alaska 99741, by 12:00 p.m., local time on Friday March 14<sup>th</sup>, 2024. All proposals must be emailed to Louden Tribe Tribal Administrator Luis Echenique, Grants Director, [luis.echenique@loudentribe.com](mailto:luis.echenique@loudentribe.com) and their Project Manager at Tanana Chiefs Conference Alexander Sievers [alexander.sievers@tananachiefs.org](mailto:alexander.sievers@tananachiefs.org) **Proposals received after the deadline will not be considered. FACSIMILE PROPOSALS WILL NOT BE ACCEPTED. Deadline for questions is Wednesday March 5<sup>th</sup> at 4:30 PM.**

**RFP documents and supporting information are attached.** Questions regarding the RFP should be directed to Alexander Sievers, Tanana Chiefs Conference Project Manager contact information above. Supporting information includes a site map, plan view layouts, SLD, reference photos, product datasheets and Helioscope Simulation.

## SECTION 1 – Instructions To Bidders

The Contractor will be required to:

- Travel to Galena
- Work together with the representatives of the following organizations during the stay in the Community and while performing the actual installation: Galena Tribal Council, City of Galena, Tanana Chiefs Conference.

Proposal Format: Proposals must be typewritten or prepared in ink and must be attached to the form provided in this RFP. No oral, telephone, or facsimile proposals will be accepted.

Conformance to Proposal Requirements: Proposals must conform to the requirements of the RFP. All necessary attachments (residency statement, references, descriptive literature, etc.) must be submitted with the proposal. Proposal rates must be stated as indicated in the proposal. Failure to comply with all requirements of the RFP may result in proposal rejection.

Exceptions: Any deviation from proposal specifications, terms and conditions may result in proposal rejection.

Time of Completion: Contractor must be able to complete the installation & integration of the electrical equipment for the solar array, installation of communication equipment, and micro-grid controller installation before July 31, 2025. Contract shall terminate on or before September 30<sup>th</sup>, 2025, unless extended by mutual agreement.

Signature on Proposal: An authorized representative of the proposer must sign proposals in ink. Signature on a proposal certifies that the proposal is made without collusion with any person, firm, or corporation making a proposal for the same goods and/or services and is in all respects fair and without collusion or fraud. Signature on a proposal also certifies that the proposal is accurate and truthful in all respects, and that proposer has read and fully understands all proposal specifications, terms, and conditions.

Proposal Modification: Modifications or deletions made before submitting a proposal must be initialed in ink by the person signing the proposal. Proposals, once submitted, may be modified in writing before the time and date set for proposal closing. Any modifications shall be prepared on the proposer's letterhead, signed by an authorized representative, and state that the new document supersedes or modifies the prior proposal. Modifications must be submitted in a sealed envelope clearly marked "Proposal Modification," and identify the proposal number and closing date.

Proposal Withdrawals: Proposals may be withdrawn in writing on proposer's letterhead signed by an authorized representative and received by the Tribe prior to proposal closing time. Proposals may also be withdrawn in person before proposal closing time upon presentation of appropriate identification.

## SECTION 2 - EVALUATION CRITERIA

The Tribe's Evaluation Committee will evaluate the RFP responses. The Committee will consider how well the proposal meets the Tribe's requirements as described in the RFP. It is important that the responses are clear and complete to ensure that the Committee can adequately understand all aspects of the proposal.

### **Minimum Criteria**

1. At least 3 years in business
2. Significant, demonstrable experience with hybrid renewable-diesel power systems
3. Significant, demonstrable experience designing & installing Solar PV arrays in Alaska
4. Certification for installation and commissioning of Micro-grid Controls
5. Work must be covered under Valid state of AK electrical Administrator license
6. At least 3 references from clients in Alaska

### **Criteria to be Scored**

1. Price
2. Scope of Services
3. Prior experience performing Photovoltaic, Battery, and Level 2 EV Charger, Sol-Ark and SimpliPhi Installer certifications and installation experience.
4. A plan of commitment to use local hire for additional work and train them
5. Recommendation from References

### **Award:**

The Louden Tribe review committee may consist of but is not limited to the Tribal Administrator, City of Galena Utility Manager, City of Galena City Manager, Tanana Chiefs Conference Energy Project Managers and Tribal Council Staff. The Tribe reserves the right to modify the membership of the Evaluation Committee.

The Evaluation Committee will rank the proposals against the criteria in this RFP and submit its recommendation to the council for approval and execution of a professional services agreement. The Council will award the contract at its sole discretion and judgment.

Louden Tribe may reject any proposal not in compliance with all prescribed bidding procedures and requirements in this RFP, and may reject any proposals upon a finding that it is in the Tribe's interest to do so. The Tribe also reserves the right to waive any informality in any proposal and to delete matters from proposals if not prohibited by law.

## Louden Tribe Invitation to Bid LT-FY25-002

Bid of \_\_\_\_\_  
(hereinafter called "BIDDER"), organized and existing under the laws of the State of \_\_\_\_\_  
doing business as \_\_\_\_\_\*,  
to the LOUDEN TRIBE, a federally recognized tribe (hereinafter called "OWNER").

In compliance with your Advertisement for Bids, BIDDER hereby proposes to perform all WORK for the **Louden Tribe = PV, Battery Storage, and EV Charger RFP**, in strict accordance with the CONTRACT DOCUMENTS, within the time set forth therein, and at the prices stated below.

By submission of the BID, each BIDDER certifies, and in the case of a joint BID each party thereto certifies as to his own organization, that this BID has been arrived at independently, without consultation, communication, or agreement as to any matter relating to the BID with any other BIDDER or with any competitor.

BIDDER hereby agrees to commence WORK under this contract on or before a date to be specified in the NOTICE TO PROCEED and to fully complete the PROJECT by August 31st, 2025. BIDDER further agrees to pay any liquidated damages in accordance with the Contract Documents.

BIDDER agrees to perform all the work described in the CONTRACT DOCUMENTS for the following unit prices or lump sum (Show total Price):

*Respectfully submitted:*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Address

\_\_\_\_\_  
Title

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Date

NON-COLLUSION AFFIDAVIT

UNITED STATES OF AMERICA

STATE OF ALASKA

I, \_\_\_\_\_, of \_\_\_\_\_,  
(Name of Officer) (Firm Name)

being duly sworn, do depose and state:

That I, or the firm, association or corporation of which I am a member, a bidder, on the contract to be awarded, by the Louden Tribe of the State of Alaska, for the construction of that certain project designated as: the **Louden Tribal Building PV, Battery, and EV Charger RFP**, located in Galena, Alaska, in the State of Alaska, have not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with such contract.

\_\_\_\_\_  
(Signature)

Subscribed and sworn to this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Notary Public  
My Commission Expires:

## Bid Schedule

The Bidder shall

insert a unit bid price or a lump sum price in figures opposite each pay item and total price for which an estimated quantity appears in the bid schedule. The estimated quantity of work for payment on a lump sum basis will be “all required” and as further specified in the contract.

Louden Tribe BID SCHEDULE		Louden Tribal Building PV, Battery, and EV Charger
Project LT-FY25-002		
Item No.	Item Description	Amount Bid
001	Procurement of All BOS Electrical Materials, listed in the Procurement Responsibility Schedule below	
002	Labor for electrical installation of PV, Inverter, Transfer switch, BESS, and EV Charger	
	Total Bid:	



## CONTRACTORS QUALIFICATION QUESTIONNAIRE

### A. FINANCIAL

1. Have you ever failed to complete a contract due to insufficient resources?  
☐ No ☐ Yes If YES, explain:

2. Describe any arrangements you have made to finance this work:

### B. EQUIPMENT

1. Describe the equipment you have available and intend to use for this project. List the item, quantity, make, model, size/capacity and present market value.

2. What percent of the total value of this contract do you intend to subcontract? \_\_\_\_\_%

3. Do you propose to purchase any equipment for use on this project?  
☐ No ☐ Yes If YES, describe type, quantity, and approximate:

4. Do you propose to rent any equipment for this work?  
☐ No ☐ Yes If YES, describe type and quantity:

5. Is your bid based on firm offers for all materials necessary for this project?  
☐ Yes ☐ No If NO, please explain:

### C. EXPERIENCE

1. Have you had previous construction contracts or subcontracts in a Rural Community?  
☐ No ☐ Yes (If yes where and please provide contact info)

Describe the most recent or current applicable contract, its completion date, and scope of work:

2. List, as an attachment to this questionnaire, other construction projects you have completed, the dates of completion, scope of work, and total contract amount for each project completed in the past 5 years which are pertinent to this project.

**I hereby certify that the above statements are true and complete.**

\_\_\_\_\_  
Name of Contractor

\_\_\_\_\_  
Name and Title of Person Signing

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## Part 2 - General Provisions

### Scope of Work

The Louden Tribe is releasing this bid document for the AC and DC electrical work, installation, and commissioning of a roof top 17.6 kW grid-tied solar PV Array with 19.95 kWh battery backup and ChargePoint HomeFlex Level 2 EV Charger on the Louden Tribal Building in Galena, Alaska. Contractor is responsible for acquiring their own housing in the community of Galena during the installation and commissioning. Contractor is responsible for the procurement of the BOS material (specified in this scope) and shipping of said material to site. Materials can be flown in or use the local barge vendors that serve the community (e.g. Ruby Marine based in Nenana, AK).

1. A turn key Installation of DC and AC electrical equipment including WIFI network connection of 17.6 kW DC PV/19.8 kWh Battery system and Level 2 EV charger at the Louden Tribal Building in Galena, AK. The Louden Tribe is procuring the ChargePoint HomeFlex Level 2 EV Charger, Sol-Ark 15K-2P-N Hybrid Inverter, (32) SEG 550-BMA-TB Modules, (3) SimpliPhi 6.6 Stackable LFP batteries including Floor Base, Battery Controller and EnergyTrak Battery Monitoring. Contractor is to procure the BOS materials necessary for the completion of the installation. The list of Contractor procured materials includes (but not limited to) a 200 amp transfer switch, rapid shutdown devices, 12v converter, module racking, unistrut, conduit, connectors, wire, Cat5e cable and consumables. See procurement schedule below for detail. Installation will be scheduled for the summer of 2025.
2. Contractor will work under an Alaskan Electrical Administrators License per Alaskan code and comply with NFPA 70 NEC 2020 for the installation of equipment. This includes procurement and Installation of NEC 2020 compliant Rapid Shutdown (RSD) Transmitter and Receivers compatible with SEG 550-BMA-TB modules (e.g. Tigo Energy or AP Smart).
  - Please note that the 12v DC power supply ports on the Sol-Ark 15K can not supply enough amperage to run a RSD transmitter and will require an additional circuit from the Main Panel to convert and power the RSD transmitter.
3. Contractor will procure and Install the structurally stamped module racking suitable for the attachment of the provided SEG 550-BMA-TB Modules to the Louden Tribal Building standing seam metal roof. A standing seam clamp (e.g. S-5!) is the preferred method of racking attachment without roof penetration. Due to site snow loads we are requesting double the number of clamp attachments specified by the racking manufacture for the roof attachment. Contractor will also supply necessary 10 AWG PV wire, conduits, connectors, electrical boxes and all other BOS materials needed for the module installation and wiring. Please observe the layout in the Helioscope summary moves the array against the western side of the roof allowing room on the eastern side of the roof for potential future expansion.

4. A 200 Amp Non-Fusible Transfer Switch (e.g. SIEMENS, EATON or equivalent) will be supplied and installed by the electrical contractor to bypass the inverter in case of failure. Line input from the meter base will be tapped to the Sol-Ark 15k Inverter input inside the transfer switch using Polaris Multitaps or equivalent. See SLD for detail. This will provide power from the grid directly to the main service panel, bypassing the inverter, in the event of a failure.
5. Contractor will install and commission ChargePoint HomeFlex Level 2 EV Charger to be installed at the north east corner location of the Louden Tribal Building, reference Plan view drawings. The appropriate sized circuit (240v/50A, approximately 50') will be run from the Main Panel in the Mechanical room. Likely the easiest route for the wire run to the EV Charger location in the North East corner will be under the elevated building. Louden Tribe will procure and supply the ChargePoint EV Charger, all BOS materials will be provided by the contractor. Contractor will connect the unit to the network and train the Louden Tribal Representative on Charger usage including assisting the Tribal Representative in downloading the app, creating an account and onboarding.
6. Commissioning of the Sol-ark 15K inverter, solar array, battery storage system, and EV charger should be done by following the protocol of each equipment vendors commissioning data sheets. Contractor will provide a 1-2 page commissioning report that demonstrates equipment was verified, commissioned and tested + configuring of devices. Contractor will work with Louden Tribe to set up any online portal accounts for monitoring and programming so the tribe and TCC can take authority of the equipment after the contractor has completed their work. As part of the Solar-Ark inverter commissioning, the contractor will complete the Warranty Verification Checklist (WVC) in the back of the Sol-Ark 15K-2P-N and give the required customer training and signature of the Louden Tribe Representative. Contractor will submit the WVC and register the inverter at <https://www.sol-ark.com/register-your-sol-ark/> using the customer's contact information. Contractor will assist the customer in setting up an account on mysolark.com. The contractor will also share the Louden Tribal Building plant with the customer (tribal representative) and [alexander.sievers@tananachiefs.org](mailto:alexander.sievers@tananachiefs.org) as an administrator capable of remotely programming the inverter. Contractor will also establish a Briggs & Stratton Pro Admin account following the guidance in the EnergyTrak Install and User Manual. From this account he will add the Alexander's email (above) and the Louden Tribal Representative as "system owner" user accounts capable of remotely viewing and controlling the installed products. Contractor will complete the commissioning with a tribal representative user training on all installed equipment.

### Louden Tribal Building PV, Battery, and EV Charger Procurement Responsibility Schedule

<b>Materials</b>	<b>Procurement Responsibility</b>
(32) SEG 550-BMA-TB Solar Modules	Louden Tribe
ChargePoint HomeFlex Level 2 EV Charger	Louden Tribe
Sol-Ark 15K-2P-N Hybrid Inverter	Louden Tribe
(3) SimpliPhi 6.6 Batteries & associated Controller, Floor Base and EnergyTrak	Louden Tribe
PV Racking for Standing Seam Roof	Contractor
Rapid Shutdown Components (Transmitter, 12v power supply, Receivers)	Contractor
200 Amp Manual Transfer Switch & Insulated 4/0 Multitaps	Contractor
Balance of System materials	Contractor

### Measurement and Payment

Payment for the project will be in the form of multiple completion milestones and payment dates once an eligible contractor is selected. Contractor will be paid after receipt of properly prepared invoices. Louden Tribe and their consultants/Partners will inspect and approve all work to ensure it complies with applicable codes and standards. Any concerns or issues that the tribe has with the contractors work as completed will be addressed by a 3<sup>rd</sup> party arbitrator if they cannot be resolved between the tribe and contractor directly. No final payment will be made until the tribe is confident that all work has been completed to their standards and specifications.

### Insurance Requirements

The Louden Tribe shall be named as an additional insured on all insurance policies required for this project. All of the insurance coverages shall be considered to be primary and noncontributory to any other insurance carried by the Louden Tribe, whether through self-insurance or otherwise. All specialty trades such as electrical, plumbing and mechanical must have appropriate licensing and be certified by the State of Alaska for the work being performed.

### Certificate of Insurance

Contractor must furnish a certificate of insurance within the (10) days of receipt of the Notice-of-Intent to Award and must endorse policies to provide for a thirty (30) day prior notice of cancellation, nonrenewal or material change of the policies. Failure to furnish satisfactory evidence of insurance or lapse of policy is a material breach of the contract and grounds for termination of this agreement. Each policy shall be endorsed with a waiver of subrogation in favor of the Owner. All other insurance policies required of the Contractor by this agreement shall be endorsed to provide that such insurance shall apply as primary insurance and that any insurance or self-insured carried by the Owner will be excess only and will not contribute with the insurance required by this agreement. All other insurance policies required of the Contractor and subcontractors by this Agreement shall be endorsed to name the Owner as additional insured. All insurance shall be on an occurrence from acceptable to the Owner and having an A.M. Best rating of "A" or better.

1. Workers' Compensation and Employers' Liability Insurance as required by any applicable law or regulation. Employers' liability insurance shall be in the amount no less than \$500,000 each accident for bodily injury, \$500,000 policy limit for bodily injury by disease and \$500,000 each employee for bodily injury by disease. The Contractor shall be responsible for Workers' Compensation Insurance for any subcontractor who directly or indirectly provides services under this contract. This coverage must include statutory coverage for states in which employees are engaging work. If there is an exposure of injury to Contractor's employees under the U.S. Longshoremen's Harbor Workers' Compensation Act, the Jones Act, or under laws, regulations or statutes applicable to maritime employee, coverage shall be included for such injuries or claims. The coverage shall include waiver of subrogation against the City.

2. Commercial General Liability Insurance: The Contractor is required to provide Commercial General Liability (CGL) insurance with limits not less than \$2,000,000 combined single limit per occurrence and \$2,000,000 in the aggregate not excluding premises operations, independent contractors, products, and completed operations, broad form property damage, blanket contractual, explosion, collapse and underground hazards. **Limits may be a combination of primary and excess (umbrella) policy forms.**

3. Comprehensive Automobile Liability Insurance: Covering all owned hired and non-owned vehicles with coverage limits not less than \$500,000 single limit per occurrence bodily injury and property damage.

4. Property Insurance: The Contractor shall submit to the Owner evidence of All Risk Builder's Risk Insurance for all physical loss, including earthquake and flood (100% completed value basis) upon the entire work naming the Owner, the Contractor and the subcontractors as additional insured parties and as their interests may appear to the full contract sum thereof, until the project is completed by the Contractor and accepted by the Owner.

A. PROOF OF INSURANCE: The Contractor shall furnish the Owner with a Certificate of Insurance or where requested by the Owner, the policy declaration page with required endorsements attached thereto showing the type, amount, effective dates and dates of expiration of all policies. All endorsements shall reference policy number and the project name and project number. The Owner is the Loudon Tribe and is to be identified on all certificates and endorsements.

B. To the fullest extent permitted by law, the Contractor shall defend, indemnify and hold harmless the Loudon Tribe its officers, and employees from and against any and all loss, expense, damage, claim, demand, judgment, fine, charge, lien, liability, action, cause of action, or proceedings of any kind whatsoever (whether arising on account of damage to or loss of property, or personal injury, emotional distress or death) arising directly or indirectly in connection with the performance or activities of the Contractor hereunder, whether the same arises before or after completion of the contractor's operations or expiration of this Agreement, except for damage, loss or injury resulting from the Owner's gross negligence or willful misconduct.

C. Without limiting its indemnification, the Contractor shall maintain, until acceptance of the project by the Owner, occurrence type coverage of the kinds and minimum amounts set forth above. All insurance limits are minimum. If the Contractor's policy contains higher limits, the Owner shall be entitled to coverage to the extent of such higher limits. The Owner, at its sole discretion, may raise or lower the limit.



## Part 3 – Map of Galena and Tribal Building



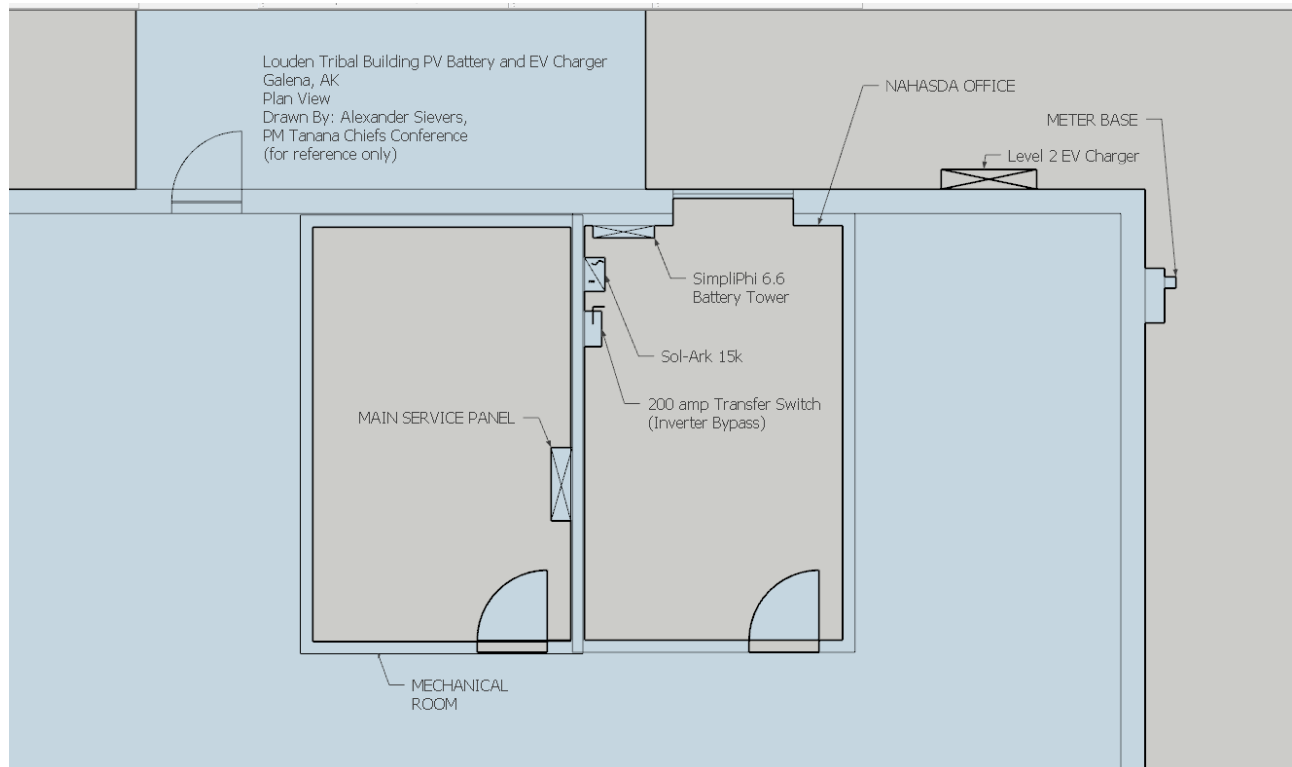
## Part 4 – Design Documents

7. Two Planview Layouts
8. Single Line Diagram
9. Picture of Similar Sol-Ark 15k & SimpliPhi 6.6 Installation
10. Picture of NAHASDA Office location of Inverter, Transfer Switch, and Battery Installation.

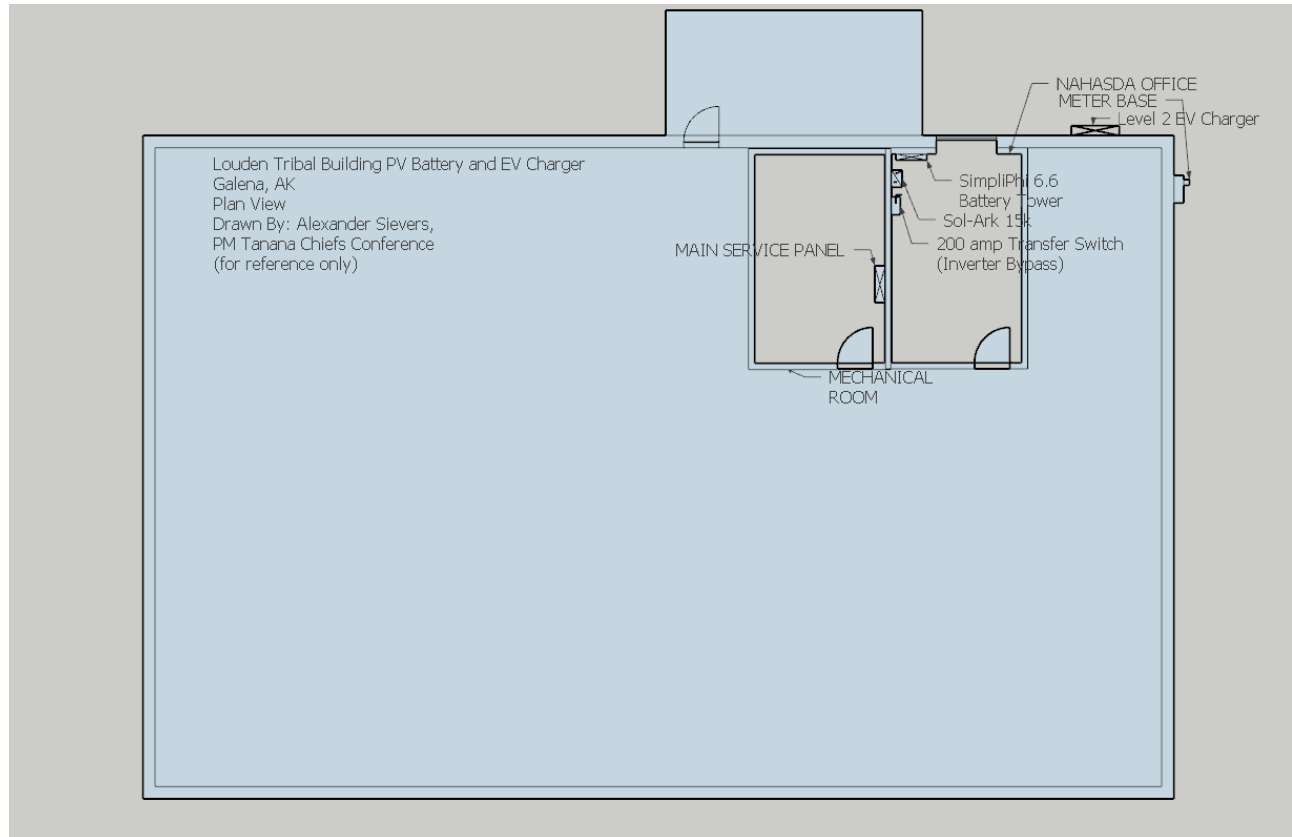
### PDF Attachments

11. Sol-Ark 15K, SimpliPhi 6.6, SEG 550-BMA-TB, and ChargePoint HomeFlex Level 2 EV Charger datasheets
12. Louden Tribal Building Helioscope Simulation

### Plan view #1

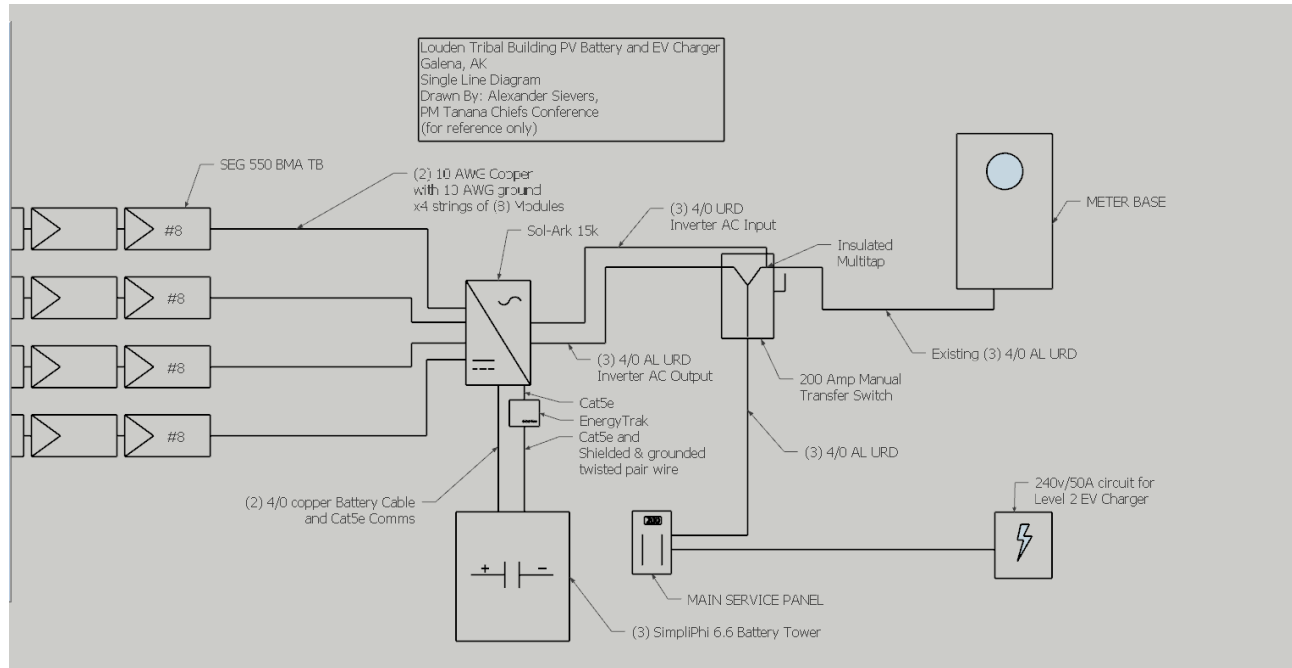


## Plan view #2





# Single Line Diagram



Similar Sol-Ark 15k & (3) SimpliPhi 6.6 Installation  
(for reference only)



NAHASDA Office

