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***REQUEST FOR INFORMATION***

***FOR***

***Community-located Distributed SOlar sites***

***october 14, 2019***

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INTRODUCTION

Puget Sound Energy (PSE) is interested in identifying potential community-located solar resource sites, on which PSE may consider developing distributed solar assets. Towards that end, PSE invites your organization to complete the following survey.

The survey is intended to explore the feasibility of community-sited solar resources, solicit specific proposals for locations for distributed solar sites, assess the level of potential compatibility between PSE and your organization, and assess the level of interest on the part of your organization.

PLEASE NOTE THAT THIS NOTICE AND THE RELATED REQUESTS FOR INFORMATION SHOULD NOT BE CONSIDERED A SOLICITATION FOR QUOTATION OR A REQUEST FOR PROPOSAL, AND NOTHING IN THIS NOTICE, THE SURVEY, OR THE SPECIFICATIONS OBLIGATES PSE TO ISSUE ANY SUCH SOLICITATIONS NOW OR IN THE FUTURE OR TO CONSIDER ANY UNSOLICITED RESPONSES. FURTHER, PSE MAINTAINS NO OBLIGATION TO REIMBURSE RESPONDENT FOR ANY COSTS INCURRED IN ASSOCIATION WITH THIS RFI.

## About Puget Sound Energy

Washington State’s oldest local energy company, Puget Sound Energy, serves approximately 1.1 million electric customers and more than 760,000 natural gas customers in 10 Washington counties.



PSE meets the energy needs of its customers, in part, through incremental, cost-effective energy efficiency, procurement of renewable energy resources, and far-sighted investment in the energy-delivery infrastructure.

PSE employees are dedicated to providing great customer service and delivering energy that is safe, dependable and efficient.

Puget Sound Energy’s service area:

**Electric Service:** all of Kitsap, Skagit, Thurston, and Whatcom counties; parts of Island, King (not Seattle), Kittitas, and Pierce (not Tacoma) counties.

**Natural Gas Service:** parts of King (not Enumclaw), Kittitas (not Ellensburg), Lewis, Pierce, Snohomish, and Thurston counties.

For more information, visit [www.PSE.com](http://www.PSE.com).

We look forward to your survey response and thank you for your organization’s participation.

Cordially,

Dale Brokaw, Senior Buyer

Puget Sound Energy

425-398-6181 - phone

dale.brokaw@pse.com

# INDICATION OF INTEREST

If your organization is interested in being considered to participate in PSE’s **development of community-sited renewable resources,** by providing proposals for community-based sites that could be developed for solar by PSE, please complete this survey to your organization’s best efforts and return via e-mail by the indicated deadline.

Please provide the point of contact information and mailing address for the appropriate participant in any future activities regarding this initiative.

Organization Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City, State, Zip\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ e-Mail Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

|  |
| --- |
| Information submitted through this survey may be used to assist PSE in preparing a Request for Proposals (RFP) to develop solar resources on community sites.  |

# INSTRUCTIONS

## Time Table

|  |  |
| --- | --- |
| **Activity** | **Target Completion Dates** |
| Release of RFI | October 14, 2019 |
| Information Responses Due | November 27, 2019 at 3:00pm Pacific Time |

## Respondent Requirements

Respondents are limited to public, governmental, and tribal entities, including, but not limited to, city governments, county governments, tribes, and other public entities such as ports and school districts.

## Response Format

Respondents are being asked to adhere to the specific format described below to aid the project team in their efforts to evaluate efficiently all information. Reponses that deviate from the requested format will increase the time required to review and evaluate their contents.

Responses should be tailored specifically to answer this RFI. It is essential that the response be thorough, yet concise. Avoid broad, unenforceable, or unmeasurable responses.

Electronic (e-mail) responses are preferred and should be sent to CommunitySolar@pse.com as an attached Microsoft Word or Adobe PDF document. Include any attachments or other documentation as needed. Please note that our e-mail server will not accept e-mails over 10MB or containing .zip files. If other documentation cannot be sent by e-mail, it must also be received at the following address by the due date and time shown below: Emily Rich, PO Box 97034 – EST- 10W, Bellevue, WA 98009-9734.

Responses must be emailed to and submitted so as to be received by PSE **no later than 3 PM Pacific Time, November 27, 2019,** at the following email address:

CommunitySolar@pse.com with cc to:

emily.rich@pse.com

In order to facilitate Puget Sound Energy’s review of the submitted proposals, Respondents are required to provide the requested information **in the following format**: please return this document with Section 2 (Indication of Interest) and Section 5 (Question) completed to the best of your organization’s ability.

# INTRODUCTION TO PROJECT

PSE customers are interested in projects that provide new, local, and renewable electricity to the grid. Additionally, PSE is committed to reducing the carbon content of its electricity through investment in renewable resources. To meet customer demand for green resources and decarbonize its electricity, PSE is considering options to locate renewable resources on community sites in its service territory.

## Project Objective

PSE would like to explore the potential for siting solar resources in community locations in order to add renewable capacity in its service territory, leverage existing sites that communities would like to develop into solar projects, and promote equity by allowing all communities to submit sites for consideration. Through this RFI, PSE would like to evaluate various community-located solar sites to understand the feasibility of distributed solar resources.

## Current State

PSE has heard from several communities about local sites that could serve as possible solar resource locations, but would benefit from a comprehensive review of potential sites across its service territory.

## Desired State

PSE would like to have better information about which sites communities would like to see solar capacity developed on, how feasible solar development on these sites is, and how solar at these locations would impact PSE’s grid. This information would provide a more complete view of interest and potential in the territory, which will help PSE fairly select sites for development.

## Preferred Site Characteristics

PSE is seeking a range of community-based sites to develop a balanced set of resources for a Community Solar program. It seeks sites that would be good candidates for *either* rooftop solar systems or ground mounted solar systems, likely ranging in size from 50kW to 2MW.

PSE will follow a structured evaluation process designed to screen and rank individual proposals based on an evaluation of costs, risks, and benefits. The company will consider a number of quantitative and qualitative factors to reasonably compare proposals with diverse attributes. Each proposal will be evaluated based on its compliance with this RFI and according to criteria including, but not limited to, size and type of solar resource potential, customer and community alignment, and cost/benefit to PSE’s electrical system.

## Negotiations and Contracts

PSE may elect to negotiate with any respondent whose submission has been shortlisted. During negotiations, PSE will continue to update its analysis on an as-needed basis to reflect any additional or revised factors that may impact the development at the site.

PSE has no obligation to enter into definitive agreements with any respondent to this RFI and may terminate or modify the RFI at any time without liability or obligation to any respondent. This RFI shall not be construed as preventing PSE from entering into any agreement that it deems appropriate at any time before, during, or after the RFI process is complete. PSE reserves the right to negotiate only with those respondents and other parties who provide submissions that PSE believes, in its sole opinion, to have a reasonable likelihood of being executed substantially.

# QUESTIONS

| **Request/Question** | **Answer/Statement** |
| --- | --- |
| *5.1 General* |  |
| 1. Please provide a general overview of your organization. That is, size, location, organizational overview, etc.
 |  |
| Why are you interested in submitting community-based site(s) for potential development? |  |
| *5.2 Solar Site(s) – Each respondent may submit up to 5 sites* |  |
| Site 1 *(if submitting multiple sites, please place the sites in order of preference)* |  |
| 1. Where is the proposed solar site?
 |  |
| 1. Site address and/or lat/long
 |  |
| 1. **Please describe the general site layout. If possible, please attach photos, a map, aerial overview, and/or sketch of the site with your response.**
 |  |
| 1. Please describe how leveraging this site for solar would benefit your community.
 |  |
| 1. Describe any unique features, strategy, etc. that sets this site apart from others.
 |  |
| 1. Have you previously evaluated putting solar on this site? If yes, please describe the project(s) considered (size, when the evaluation occurred, current status and/or why it didn’t move forward, etc.)
 |  |
| 1. Please describe the site.
 |  |
| 1. Rooftop or ground?
 |  |
| 1. How many useable square feet or acres? (“useable” includes relatively flat, unshaded, unforested area)
 |  |
| 1. (If rooftop) Are there unbuildable zones on the roof? E.g. vents, rooftop units, etc.
 |  |
| 1. (If rooftop) How old is the roof?
 |  |
| 1. (If rooftop) What material is the roof made of?
 |  |
| 1. Do you own the land or building where the site is located? Is there a tenant associated with the land or building? Any other considerations about the ownership structure that are of importance? [Note: owned sites will be given priority.]
 |  |
| 1. (If owner) How long do you anticipate continuing to own the site?
 |  |
| 1. Are there any easements that might impact development at the site(s)?
 |  |
| 1. What compensation would you expect for the development of solar on this site?
 |  |
| 1. Is there on-site load (electricity consumption) at this location? (If applicable) What is the facility and what does the operating schedule look like? (If applicable) What is the metering arrangement at the site?
 |  |
| 1. What, if any, permitting and zoning considerations should PSE be aware of in regards to this site? Is any portion of the proposed site located on land defined as a wetland? Are there any known flora or fauna that might impact development at the site?
 |  |
| 1. To the best of your knowledge, when could solar development and construction begin on this site?
 |  |
| Site 2 (if submitting multiple sites, please place the sites in order of preference) |  |
| 1. Where is the proposed solar site?
 |  |
| 1. Site address and/or lat/long
 |  |
| 1. **Please describe the general site layout. If possible, please attach photos, a map, aerial overview, and/or sketch of the site with your response**.
 |  |
| 1. Please describe how leveraging this site for solar would benefit your community.
 |  |
| 1. Describe any unique features, strategy, etc. that sets this site apart from others.
 |  |
| 1. Have you previously evaluated putting solar on this site? If yes, please describe the project(s) considered (size, when the evaluation occurred, current status and/or why it didn’t move forward, etc.)
 |  |
| 1. Please describe the site.
 |  |
| 1. Rooftop or ground?
 |  |
| 1. How many useable square feet or acres? (“useable” includes relatively flat, unshaded, unforested area)
 |  |
| 1. (If rooftop) Are there unbuildable zones on the roof? E.g. vents, rooftop units, etc.
 |  |
| 1. (If rooftop) How old is the roof?
 |  |
| 1. (If rooftop) What material is the roof made of?
 |  |
| 1. Do you own the land or building where the site is located? Is there a tenant associated with the land or building? Any other considerations about the ownership structure that are of importance? [Note: owned sites will be given priority.]
 |  |
| 1. (If owner) How long do you anticipate continuing to own the site?
 |  |
| 1. Are there any easements that might impact development at the site(s)?
 |  |
| 1. What compensation would you expect for the development of solar on this site?
 |  |
| 1. Is there on-site load (electricity consumption) at this location? (If applicable) What is the facility and what does the operating schedule look like? (If applicable) What is the metering arrangement at the site?
 |  |
| 1. What, if any, permitting and zoning considerations should PSE be aware of in regards to this site? Is any portion of the proposed site located on land defined as a wetland? Are there any known flora or fauna that might impact development at the site?
 |  |
| 1. To the best of your knowledge, when could solar development and construction begin on this site?
 |  |
| Site 3 (if submitting multiple sites, please place the sites in order of preference) |  |
| 1. Where is the proposed solar site?
 |  |
| 1. Site address and/or lat/long
 |  |
| 1. **Please describe the general site layout. If possible, please attach photos, a map, aerial overview, and/or sketch of the site with your response.**
 |  |
| 1. Please describe how leveraging this site for solar would benefit your community.
 |  |
| 1. Describe any unique features, strategy, etc. that sets this site apart from others.
 |  |
| 1. Have you previously evaluated putting solar on this site? If yes, please describe the project(s) considered (size, when the evaluation occurred, current status and/or why it didn’t move forward, etc.)
 |  |
| 1. Please describe the site.
 |  |
| 1. Rooftop or ground?
 |  |
| 1. How many useable square feet or acres? (“useable” includes relatively flat, unshaded, unforested area)
 |  |
| 1. (If rooftop) Are there unbuildable zones on the roof? E.g. vents, rooftop units, etc.
 |  |
| 1. (If rooftop) How old is the roof?
 |  |
| 1. (If rooftop) What material is the roof made of?
 |  |
| 1. Do you own the land or building where the site is located? Is there a tenant associated with the land or building? Any other considerations about the ownership structure that are of importance? [Note: owned sites will be given priority.]
 |  |
| 1. (If owner) How long do you anticipate continuing to own the site?
 |  |
| 1. Are there any easements that might impact development at the site(s)?
 |  |
| 1. What compensation would you expect for the development of solar on this site?
 |  |
| 1. Is there on-site load (electricity consumption) at this location? (If applicable) What is the facility and what does the operating schedule look like? (If applicable) What is the metering arrangement at the site?
 |  |
| 1. What, if any, permitting and zoning considerations should PSE be aware of in regards to this site? Is any portion of the proposed site located on land defined as a wetland? Are there any known flora or fauna that might impact development at the site?
 |  |
| 1. To the best of your knowledge, when could solar development and construction begin on this site?
 |  |
| Site 4 (if submitting multiple sites, please place the sites in order of preference) |  |
| 1. Where is the proposed solar site?
 |  |
| 1. Site address and/or lat/long
 |  |
| 1. **Please describe the general site layout. If possible, please attach photos, a map, aerial overview, and/or sketch of the site with your response.**
 |  |
| 1. Please describe how leveraging this site for solar would benefit your community.
 |  |
| 1. Describe any unique features, strategy, etc. that sets this site apart from others.
 |  |
| 1. Have you previously evaluated putting solar on this site? If yes, please describe the project(s) considered (size, when the evaluation occurred, current status and/or why it didn’t move forward, etc.)
 |  |
| 1. Please describe the site.
 |  |
| 1. Rooftop or ground?
 |  |
| 1. How many useable square feet or acres? (“useable” includes relatively flat, unshaded, unforested area)
 |  |
| 1. (If rooftop) Are there unbuildable zones on the roof? E.g. vents, rooftop units, etc.
 |  |
| 1. (If rooftop) How old is the roof?
 |  |
| 1. (If rooftop) What material is the roof made of?
 |  |
| 1. Do you own the land or building where the site is located? Is there a tenant associated with the land or building? Any other considerations about the ownership structure that are of importance? [Note: owned sites will be given priority.]
 |  |
| 1. (If owner) How long do you anticipate continuing to own the site?
 |  |
| 1. Are there any easements that might impact development at the site(s)?
 |  |
| 1. What compensation would you expect for the development of solar on this site?
 |  |
| 1. Is there on-site load (electricity consumption) at this location? (If applicable) What is the facility and what does the operating schedule look like? (If applicable) What is the metering arrangement at the site?
 |  |
| 1. What, if any, permitting and zoning considerations should PSE be aware of in regards to this site? Is any portion of the proposed site located on land defined as a wetland? Are there any known flora or fauna that might impact development at the site?
 |  |
| 1. To the best of your knowledge, when could solar development and construction begin on this site?
 |  |
| Site 5 (if submitting multiple sites, please place the sites in order of preference) |  |
| 1. Where is the proposed solar site?
 |  |
| 1. Site address and/or lat/long
 |  |
| 1. **Please describe the general site layout. If possible, please attach photos, a map, aerial overview, and/or sketch of the site with your response.**
 |  |
| 1. Please describe how leveraging this site for solar would benefit your community.
 |  |
| 1. Describe any unique features, strategy, etc. that sets this site apart from others.
 |  |
| 1. Have you previously evaluated putting solar on this site? If yes, please describe the project(s) considered (size, when the evaluation occurred, current status and/or why it didn’t move forward, etc.)
 |  |
| 1. Please describe the site.
 |  |
| 1. Rooftop or ground?
 |  |
| 1. How many useable square feet or acres? (“useable” includes relatively flat, unshaded, unforested area)
 |  |
| 1. (If rooftop) Are there unbuildable zones on the roof? E.g. vents, rooftop units, etc.
 |  |
| 1. (If rooftop) How old is the roof?
 |  |
| 1. (If rooftop) What material is the roof made of?
 |  |
| 1. Do you own the land or building where the site is located? Is there a tenant associated with the land or building? Any other considerations about the ownership structure that are of importance? [Note: owned sites will be given priority.]
 |  |
| 1. (If owner) How long do you anticipate continuing to own the site?
 |  |
| 1. Are there any easements that might impact development at the site(s)?
 |  |
| 1. What compensation would you expect for the development of solar on this site?
 |  |
| 1. Is there on-site load (electricity consumption) at this location? (If applicable) What is the facility and what does the operating schedule look like? (If applicable) What is the metering arrangement at the site?
 |  |
| 1. What, if any, permitting and zoning considerations should PSE be aware of in regards to this site? Is any portion of the proposed site located on land defined as a wetland? Are there any known flora or fauna that might impact development at the site?
 |  |
| 1. To the best of your knowledge, when could solar development and construction begin on this site?
 |  |