

Jubilee Lodge

Request for Solar Quote (RFQ)



Issued by Olympia Community Solar

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REQUEST FOR QUOTE FOR INSTALLATION OF A NON-PROFIT SOLAR PROJECT

Summary

The Jubilee Community Association with the support of Olympia Community Solar is seeking a quote from a qualified firm to install a commercial solar energy installation on the Jubilee Community lodge in late 2023/ early 2024.

The Association requests one quote with a maximum cost of \$50,000 dollars and a second quote that maximizes the generating capacity of the roof.

The Association has a Capital Project policy that allows the Board to approve a project of \$50,000 or less. Projects exceeding that amount are required to be voted on by the membership in the fall. The Board will hold a special meeting in April to review all capital projects submitted and determine next steps.

SITE VISIT

Project partners will host a site visit on March 13th at 9:00AM PST.

SITE ADDRESS

8487 Bainbridge Loop NE Lacey, WA 98516

PROPOSAL SUBMITTAL

Please submit a proposal in PDF form to Mason Rolph by 5:00pm on April 7th.

BASIC REQUIREMENTS FOR PROPOSING FIRMS

- Must be registered, or indicate that they will register, with the appropriate Business License divisions in Thurston County and in good standing to be considered for this project.
- Must be a general contractor and must hold an active Contractor Registration with Washington State Department of Labor and Industries.
- Must prove and maintain Workers' Compensation and Employer's Liability insurance.

Site Visit	March 13th at 9:00AM
Proposals Due	April 7th by 5:00PM
Firm Selected	Upon Jubilee Board Action
Installation Work Start	Q4 2023/ Q1 2024

PROPOSAL FORMAT AND EVALUATION CRITERIA

Please create project proposals in 8½" x 11" document size using a minimum 12-point font size. Proposals shall not exceed 15 pages, including cover page, cover letter and any appendices and/ or attachments.

I. Cover letter

A. The cover letter shall discuss the highlights, key features and distinguishing points of the Proposal. The cover letter must be prepared and signed by a manager having the authority to make offers and enter into financial agreements on behalf of the firm.

II. Proposing firm profile

A. Detail the proposing firm's size and local organizational structure. Describe the demonstrated experience of the firm in designing and installing commercial solar electric systems. Please note any significant installations by the firm in Thurston County.

III. Qualifications of the project team

A. Identify key personnel for this project including roles, experience, licenses, and certificates (e.g., NABCEP), with corresponding numbers as appropriate. Key personnel should include at a minimum: Owners/Principals; Project Managers; Designers; Installers.

B. Identify any subcontractors the firm plans to use.

IV. Business practices

A. **Work practices:** Address the firm's health and safety record and practices. Identify any communications with the Washington State Department of Labor and Industries and state or federal human rights agencies regarding workplace issues in the last 3 years.

B. **Liability:** Provide information on the level of insurance the firm has and provide copies of certificates.

C. **Workmanship Warranties:** Describe your workmanship warranties.

D. **Wages and Labor Practices:** Provide information about labor practices, including your commitment to providing family wages, benefits, apprenticeships, or mentoring programs.

V. Work quality

A. Explain why the products included in the proposal are appropriate for this project.

- B.** Provide descriptions of warranties and support that ensure the long-term durability, operation, and maintenance of PV installations. Please describe any system monitoring capabilities or production gauges included. **Please attach the manufacturer's specification sheets and warranty information for each major piece of equipment.** Please indicate the equipment's location of origin.
- C.** Include a solar production estimate. If the proposal includes modules on multiple different roof orientations, please factor each orientation into your production estimate.

VI. Customer service

- A.** Describe how the firm plans to handle incident reports (trouble, warranty, service calls, and inquiries). Discuss the firm's typical response time on calls, hours of coverage for customer service calls, and process for providing status reports after an incident is logged.
- B.** List any complaints received by the Better Business Bureau or the Washington Attorney General's office over the last 3 years.
- C.** Describe the training the firm provides the host including materials or manuals, customer care books, and/or support for later questions and system performance.

EXHIBIT A

Jubilee Clubhouse

Jubilee Community Association is an active adult community located in Lacey, Washington. With the spectacular indoor and outdoor amenities of the Jubilee Lodge, a walking trail throughout Jubilee leading to Puget Sound, and close proximity to Olympia, Tacoma and Seattle, Jubilee residents enjoy an active adult lifestyle unparalleled in the Pacific Northwest.

The heart of the Jubilee community is the resident-only Lodge, a multi-purpose clubhouse where Jubilee residents enjoy a state-of-the-art fitness center, a wide variety of fitness classes, an expansive living room, game room, meeting rooms, and more. Lodge Amenities include • Large ballroom • Library • Coffee bar • Fitness Center • Indoor pool • Spa & Sauna • Card room • Billiard room • Meeting rooms • Bocce/Petanque courts.

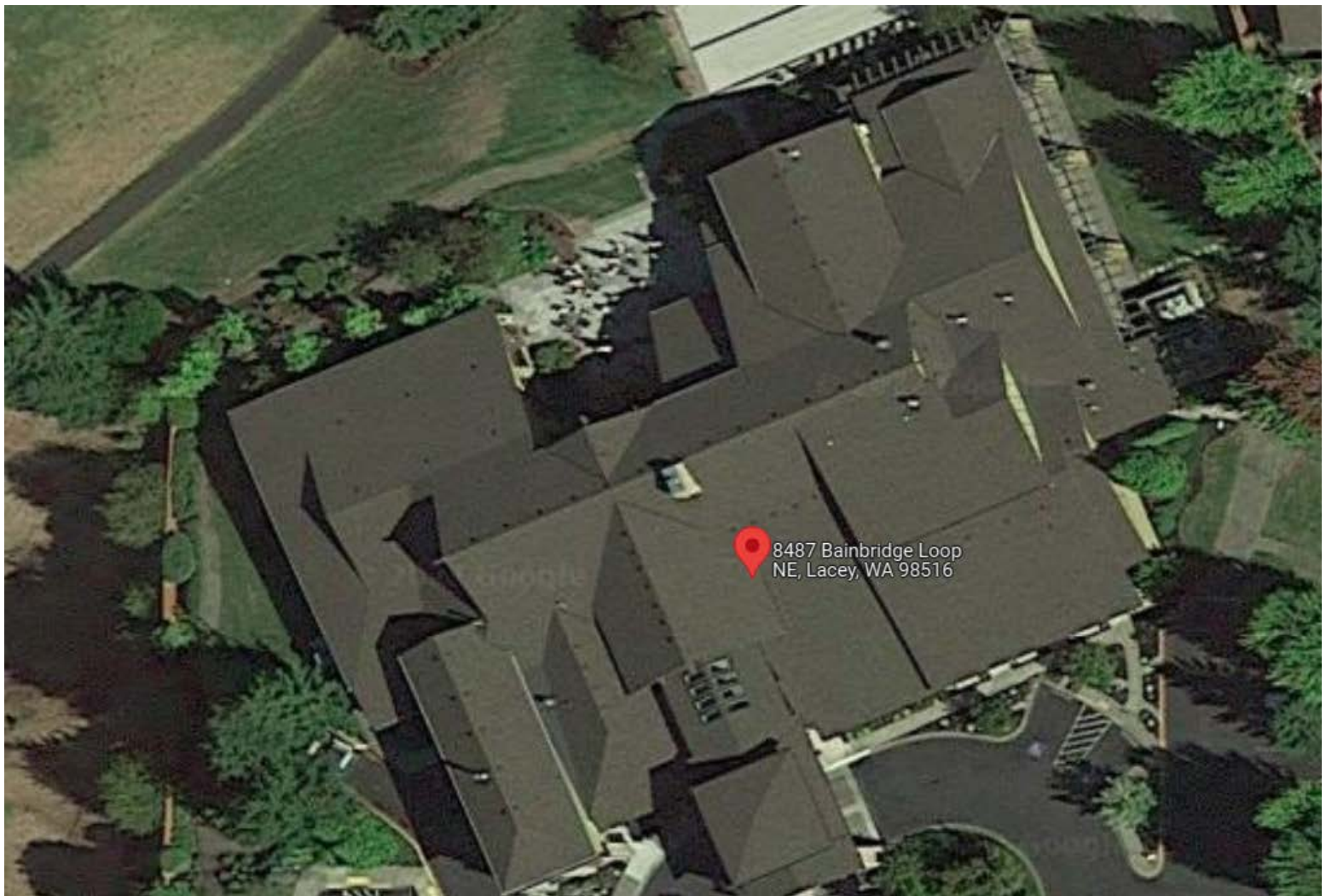
The Lodge building was re-roofed in 2019 with an asphalt shingle roof. The roofers used an "Overlay" method.

The building is serviced by Puget Sound Energy using Commercial 25 Tariff.

- 2018 Average Daily Kilowatt-hours: 1,132 (413 mWh/yr)
- 2019 Average Daily Kilowatt-hours: 708.39 (258.5 mWh/yr)
- 2020 Average Daily Kilowatt-hours: 932 (340 mWh/yr)
- 2021 Average Daily Kilowatt-hours: 1,299.31 (474.2 mWh/yr)

Hard copies of the building's plan sets may be available during the site assessment.





ROOF VENTILATION CALCULATIONS

(HIGH OR LOW VENT ONLY) - USE: $\text{ROOF AREA (S.F.)} \times \frac{144}{750} = \text{REQUIRED VENT AREA (S.I.) OR}$
 (HIGH AND LOW VENTS) - USE: $\text{ROOF AREA (S.F.)} \times \frac{144}{300} = \text{REQUIRED VENT AREA (S.I.)}$

ROOF #	ROOF AREA (S.F.)	REQUIRED VENT AREA (S.I.)	VENT AREA PROVIDED		
			GABLE / SOFFIT VENTS (S.I.)	DORMER VENTS (S.I.)	TOTAL PROVIDED
ROOF 1	4,472	2,147	(1) TRIANGULAR VENT (1x) $34'x4'-3" \times 56'144/200 = 2,080$	(3) $37 = 111$	2,191 S.I.
ROOF 2	3,258	1,564	(2) TRI' 8'-8"x4'-4" $56'144/200 = 1,080$ (2x) RECT. $7'-0" \times 10' \times 144/200 = 336$	(4) $37 = 148$	1,564 S.I.
ROOF 3	4,289	2,059	(2) FRONT (2) BACK (4x) TRI' 8'-8"x4'-4" $56'144/200 = 2,160$	(14) $37 = 518$	2,878 S.I.
ROOF 4	3,353	1,609	(2) TRI' 8'-8"x4'-4" $56'144/200 = 1,080$ (3x) RECT. $2'-3" \times 1'-8" \times 144/200 = 324$	(6) $37 = 222$	1,626 S.I.
ROOF 5	590	283	(3) FRONT (2) SIDE (5x) RECT. $2'-3" \times 1'-8" \times 144/200 = 540$	(1) $37 = 37$	577 S.I.
ROOF 6	4,325	N/A	N/A	N/A	N/A
ROOF 7	423	406	(1) TRAPEZOIDAL VENT - SEE D/A5.2 (13) $31' \times 8'-2" \times 2' = 15 \text{ SLIT} \times 144/200 = 432$	-	432 S.I.
ROOF 8	1,397	N/A	N/A	N/A	N/A
ROOF 9	544	N/A	N/A	N/A	N/A
ROOF 10	545	262	SCREENED SOFFIT VENT (1x) $41' \times 2' \times 144/300 = 492$	(1) $37 = 37$	529 S.I.

ROOF VENTILATION NOTES

1. GABLE VENT - CUSTOM MADE CEDAR GABLE VENT

biltform
 biltform architecture
 group
 washington
 1420 east missou
 phoenix, arizo
 Phone 602.285.9200

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