

Forks Clothing Bank & Disaster Relief Request for Solar Quote (RFQ)



Issued by Olympia Community Solar

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Customer Contact

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

Summary

Forks Clothing Bank and Disaster Relief, with the support of Olympia Community Solar, is seeking a quote from a qualified firm to install a solar plus storage installation on the Forks Clothing Bank and Disaster Relief building in Q2 2025.

Forks Clothing Bank and Disaster Relief, provides crucial services to the local community during times of crisis. They offer emergency financial assistance and free clothing vouchers to those who are low-income or recovering from a crisis. They provide emergency warming packs during the winter season to those without housing. Their warming packs help prevent hypothermia and other cold-related illnesses during the harsh winter months and they work to fill gaps between a crisis and the support services offered by other local, state, and federal agencies.

Since their re-opening in October 2021, they've served nearly 500 people, providing over \$11,400 in free clothing vouchers and \$6,500 in financial aid. These funds are generated from sales at Ginger's Closet, the local clothing bank, which provides access to low-cost clothing and home textiles.

Site Condition

The building is a 100 year old church with a 25 year old asphalt tab roof. The building owners plan to replace the roof prior to installing solar.

The building is serviced by Clallam County PUD. Utility billing and energy consumption information is attached. Gingers Closet staff moved into the building within the last four months and expect to use the facility at least four times as much as it was previously used (please consider this in your consideration of consumption records. **The building has experienced 12-48 hour electrical outages 4-8 times per year.**

The organization's goal is to create a community resiliency center to host disaster and social emergency services.

Hard copies of the building's plan sets can be made available.

Site Visit

Project partners will host site visits on September 5th and 7th. Please RSVP to Layla Rawls.

Site Address

170 Solduc way, Forks WA 98331

Proposal Submittal

Please submit a proposal in PDF form to Mason Rolph by 5:00pm on Oct 6th.

Site Visit	September 5th or-7th
Proposals Due	Oct 6th by 5pm
Firm Selected	Upon Disaster Relief board action
Installation Work Start	Q2 2025

Basic Requirements for Proposing Firms

- Must be registered, or indicate that they will register, with the appropriate Business License divisions in Clallam 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.

Proposal Format & 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.

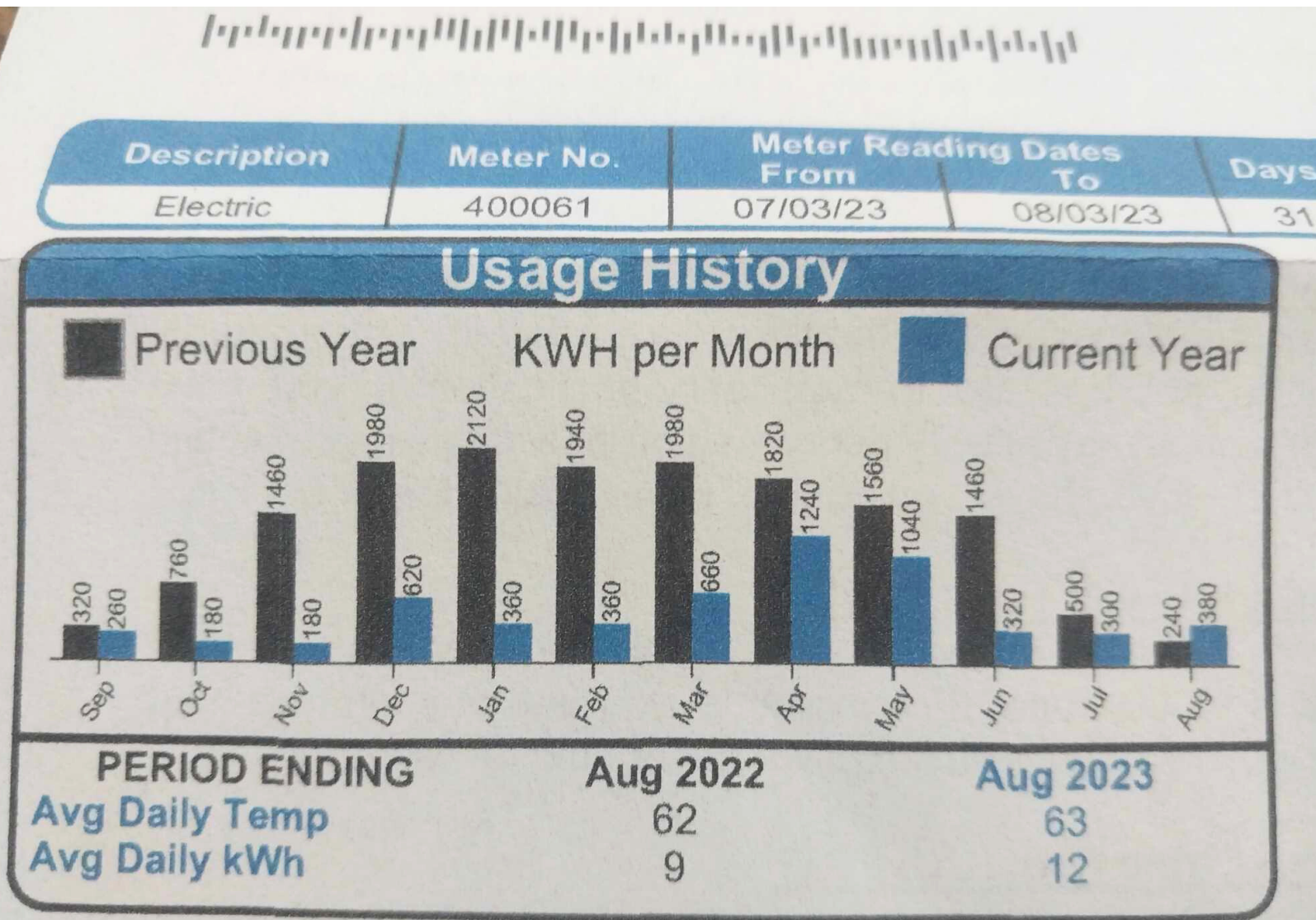
V. Work Quality

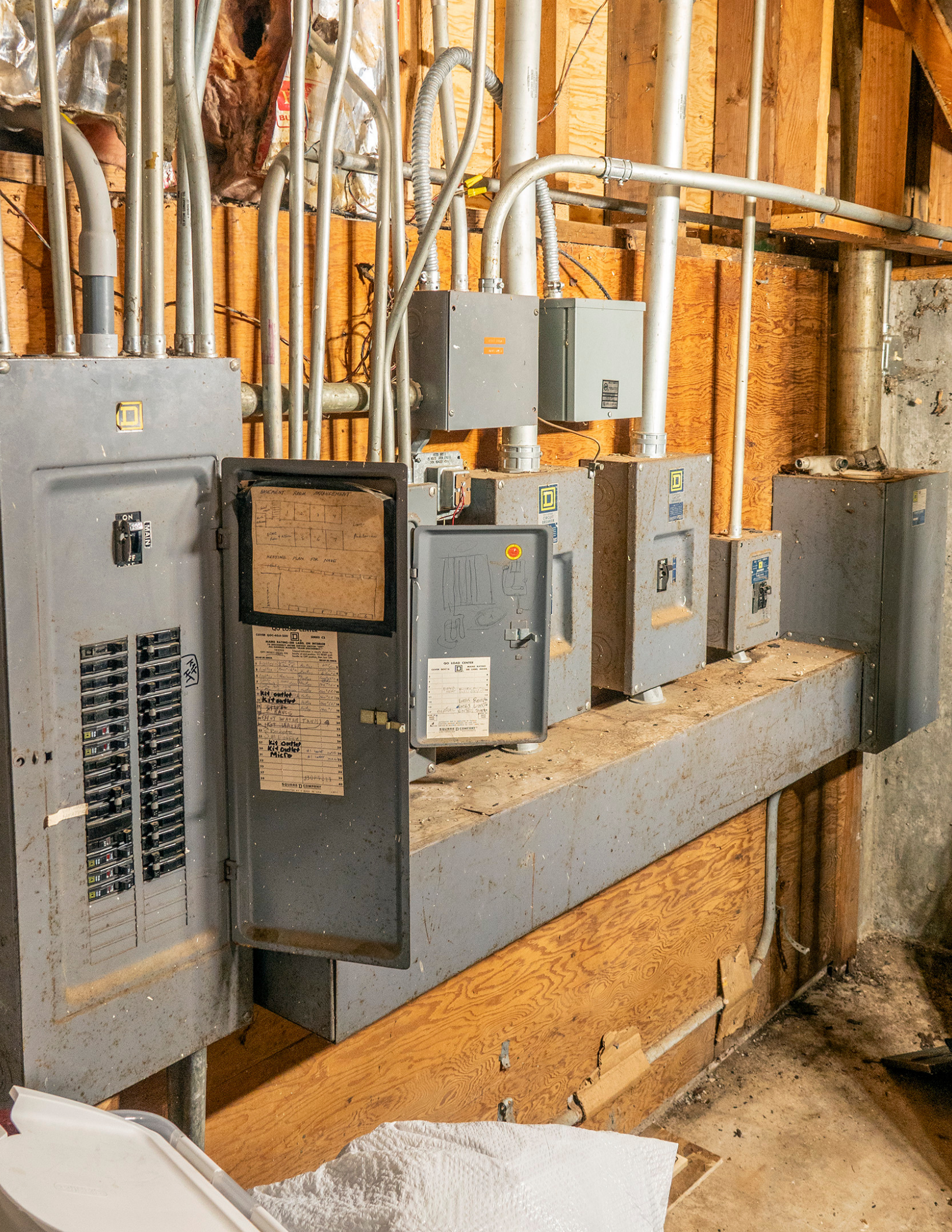
- A.** Explain why the products included in the proposal are appropriate for this project.
- B.** Provide descriptions of warranties and support that ensure the long-term durability, operation, and maintenance of PV installations. Please describe any system monitoring capabilities or production gauges 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.

Site Photos

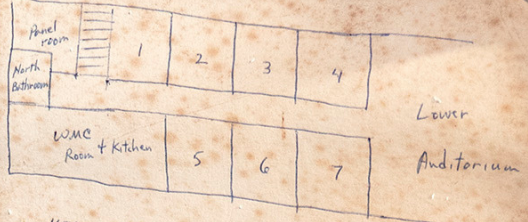




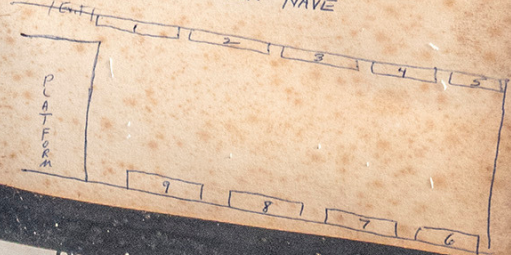


FIX

BASEMENT ROOM ARRANGEMENT



HEATING PLAN FOR NAIVE



QO LOAD CENTER
COVER QOC-40-M-200
SERIES C2

MAINS RATING—SEE LABEL ON INTERIOR
TO DISCONNECT ENTIRE SERVICE SWITCH "OFF"
ALL HANDLES MARKED "MAIN DISCONNECT."
TRIPPED
OFF (RESET) ON

Tripped indication is clearly shown by handle at mid-position. TO RESET push handle to OFF position, then turn ON.

REAR (R) BRKR.	REAR (R) BRKR.
1 Lighting - WMC Room	Heating WMC Room 2
3 Lighting - Room #1 & 2	Heating WMC Room 4
5 Lighting - Room #3	Heating WMC Room 6
7 Lighting - WMC Room	Heating WMC Room 8
9 Lighting - North Bathroom	Heating WMC Room 10
11 Kid outlet	Heating WMC Room 12
13 Kid outlet	Heating WMC Room 14
15 STOVE	Heating WMC Room 16
17 HOT WATER TANK	Heating WMC Room 18
19 HOT WATER TANK	Heating WMC Room 20
21 2 Recept.	Heating WMC Room 22
23 2 Recept.	Heating WMC Room 24
25 Kid outlet	Heating WMC Room 26
27 Kid outlet	Heating WMC Room 28
29 Micro	Heating WMC Room 30
31	Heating WMC Room 32
33	Heating WMC Room 34
35	Heating WMC Room 36
37	Heating WMC Room 38
39	Heating WMC Room 40

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HEATING PLAN FOR NAVE



QO LOAD CENTER
COVER QOC-40M-200  **SERIES C2**

MAINS RATING—SEE LABEL ON INTERIOR
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REAR (R) BRKR.

1	Lighting - WMC Room & Room # 5	Heating	WMC Room # 2
3	Lighting - Rooms # 1 & 2	Heating	WMC Room & Room # 5
5	Lighting - Panel room	Heating	Rooms # 1 & 2
7	Tabletop Receptacle - WMC Room	Heating	Naive # 4 & 5
9	Lighting - North Bathroom	Heating	Naive # 8 & 9
11	Kit outlet	Heating	Naive # 2 & 3
13	Kit outlet	Heating	Naive # 6 & 7
15	STOVE	Heating	Naive # 1
17	RANGE		
19	HOT WATER TANK		
21	HOT WATER		
23	Recept.		
25	# 1 office		
27	Kit outlet		
29	Kit outlet		
31	Micro	# 1 heater	MAN
33		# 1 heater	MAN
35			
37			
39			

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