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## Technical Assistance Available to WI K-12 Schools

*MREA WILL PROVIDE WI K-12 SCHOOLS WITH ECONOMIC AND TECHNICAL ASSISTANCE AND CONSULTING SERVICES TO SECURE PROPOSALS FOR CONSTRUCTION AND INSTALLATION OF ON-SITE SOLAR PV PROJECTS. THE ADVISORY CONSULTING SERVICES PROPOSED WILL USE A PHASED APPROACH, BASED UPON THE NEEDS OF EACH INTERESTED SCHOOL. THE PROJECT SERVICES TO BE PROVIDED BY THE MREA INCLUDE THE FOLLOWING OPTIONS:*

### **PV Project Plan**

MREA will assist schools in reviewing the objectives, deliverables, timelines for completion, and procurement pathways for a single solar PV project or group of projects. The process includes a phone interview with vested stakeholders to evaluate the project priorities and assess the feasibility of proceeding to the next phase – solar PV site assessment. The results of the scoping call will be summarized in a project plan including a remote site assessment (3 – 5 pages).

### **Solar PV Site Assessment Report**

MREA will assist schools in conducting solar PV site assessments. The process will expand on the preliminary assessment using web-based technologies with an on-site assessment of the property to review and evaluate the technical potential of the proposed project site(s). To assist the MREA, schools will provide relevant utility meter consumption data, existing energy contracts and terms, and all known legal covenants associated with proposed project site(s) to mitigate sites risks and ensure site(s) are appropriate for solar PV development.

The solar PV site assessments will result in a site assessment report summarizing the proposed site(s), system size (kW), energy production (kWh), preliminary design schematics, and estimated design and construction costs.

### **Solar PV Economic Feasibility Analysis**

MREA will assist schools analyze proposed projects sites economic feasibility based upon the findings of the solar PV site assessment report. The MREA will model project site economics using existing and projected utility consumption data, energy contracts, and will include a review of potential incentives; in conjunction, financial modeling and analysis using reasonable cost assumptions of the proposed project(s) system size and energy production capacity. The solar PV economic feasibility analysis will be presented in an economic feasibility report.

### **Solar PV RFP Development Assistance**

MREA will assist schools using the aggregated of information compiled from the project scoping, solar PV site assessment, and economic feasibility findings to develop a request for proposal (RFP) to solicit project proposals from qualified solar developers to maximize available incentives and cost savings.

The process will use template solar PV development RFP documents developed by the MREA as the basis for producing the RFP solicitation. The MREA will incorporate technical and economic assumptions of the proposed project and will assist with outreach to potential contractors. MREA will also assist with solicitation inquiries, site meeting assistance, and compiling received proposals. Schools will provide guidance to the MREA regarding school objectives, solicitation timing, site meetings and tours, etc. Additionally, schools retain responsibility for final version approval and will use its typical protocols in issuing the solar PV development RFP solicitation.

### **Solar PV RFP Evaluation Assistance**

MREA will assist the school RFP evaluation committees verify submittal completeness, support the proposal evaluation process using an evaluation rubric, and will lead evaluation committee meeting and discussions leading to proposal selection.

### **PV System Inspection and Report**

MREA will provide assistances to schools seeking third-party inspection services to ensure projects are constructed in compliance with state electrical code, utility requirements, and the terms of the construction contract. A qualified MREA staff will conduct an on-site inspection and provide a detailed evaluation including needed improvements as appropriate.

### **Additional Services**

The above list of services is not necessarily exhaustive. MREA is open to assisting schools with unique prospects related to PV procurement which may include services to be determined on a case by case basis. The potential implementation of these ad hoc services would be based on availability of MREA staff and with necessary MREA staff approval. Potential ad hoc services could include:

- School fundraiser implementation assistance
- Ribbon cutting and promotional marketing of installed systems

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