



**REQUEST FOR PROPOSAL
RFP #: RFP-2330**

For: Renewable Energy Fund Project Inspector

The Rhode Island Commerce Corporation (“Corporation”) seeks proposals from qualified firms to inspect and provide technical assistance for renewable energy technology projects for the Renewable Energy Fund (“REF”).

This document constitutes a Request for Proposal (“RFP”), in a competitive format, from qualified firms. This request is an offer by the Corporation to underwrite, in accordance with the terms and conditions of this RFP, the services proposed by the successful firm(s), by contract.

The respondents (“Proposers”) to this RFP shall provide a proposal, in accordance with the terms and conditions set forth herein, to provide the services to the Corporation that are described in the Scope of Work.

Project Overview

The REF has a primary goal of ensuring that grant-funded, renewable energy installations are safe, high quality, performing as expected, and in conformance with the specifications provided in project application and completion documentation. To accomplish this goal, the REF engages independent consultants to perform inspections of installed systems. The REF reserves the right to inspect any system to which it provides financial assistance.

An inspection means one of the following: an on-site assessment; a live, remote, video inspection of the project by an approved inspector; or a detailed, self-inspection report submitted to the REF after project completion. REF inspections determine compliance with State electrical and mechanical codes, including provision of required labeling and operating instructions, and verification that the system components have been installed consistent with the program requirements and the specifications provided on the project application and completion documentation. The inspection concludes with a final report that is submitted to the REF and that details the inspection findings.

Background

The REF, which is administered by the Corporation, is dedicated to increasing the use of renewable energy throughout the State and provides an integrated organizational structure for Rhode Island and its citizens to reap the full benefits of cost-effective renewable energy from diverse sources. Rhode Island has one of the most aggressive renewable energy standards in the country, with a

goal that 100% of the State's electricity demand comes from renewable energy by 2033.¹ The REF plays a key role in helping meet that goal by providing grants for renewable energy projects with the potential to create electricity in a cleaner, more sustainable manner, while stimulating job growth in the green technology and energy sectors of State's economy. The REF helps offset the cost of renewable projects for businesses and homeowners utilizing funds from the "system benefit charge" on electric bills, Regional Greenhouse Gas Initiative Funds, and alternative compliance payments.

Scope of Work

The REF seeks to secure the services of a technical consultant to provide onsite inspections and/or live, remote video inspections and review of self-inspection forms for PV, solar domestic hot water, energy storage and other renewable energy technology projects as needed. The REF may engage one or more Proposers for services for different technologies. However, Proposers do not need to offer inspection services for all technologies. If the Proposer is applying to this RFP with a focus on only one of the required technologies, please indicate this in the application materials.

The REF team is seeking qualified Proposers to submit proposals to provide the following services and deliverables:

1. TASK 1 – Inspections of Small-Scale Solar PV Projects

At the request of the REF, the selected Proposer(s) will perform inspections for PV and PV plus energy storage projects after the installation has occurred. The evaluation items include, but are not limited to, onsite panel shading, National Electrical Code ("NEC") compliance, system design, and layout. For on-site or video inspections, scheduling should commence within five (5) days of notice from REF. Self-inspection review should start within seven (7) days of notice from the REF. The selected Proposer(s) must develop a tracking system to inform REF staff of project inspection status. Additionally, a communication plan must be developed to communicate with installers and establish a system of reminders to ensure that all reasonable efforts are being taken to collect requested documents and finalize inspections in a timely manner.

The deliverable for inspections will be one (1) PV Site Inspection Report (see Attachment B sample template) per project. Inspection reports are due to the REF and the installer within thirty (30) business days after the inspection has been performed. It is the responsibility of the selected Proposer to ensure that all subcontractors fulfill their responsibilities within the stated timeline. All inspection reports should be written in a professional manner.

2. TASK 2 – Inspections of Small-Scale Solar Hot Water Projects

At the request of the REF, the selected Proposer(s) will perform inspections for solar hot water projects after installation to evaluate items including but not limited to onsite panel shading, State Plumbing Code compliance, system design and layout, and equipment specification information. Each inspection will result in one final inspection report, which the selected Proposer(s) shall complete in a timely manner and deliver to the REF. A sample template for

¹ <http://webserver.rilin.state.ri.us/Statutes/TITLE39/39-26/39-26-4.htm>

the deliverable report is attached as Attachment C. For on-site or video inspections, scheduling should commence within five (5) days of notice from REF. Self-inspection review should start within seven (7) days of notice from the REF.

The selected Proposer(s) must develop a tracking system to inform REF staff of project inspection status. Additionally, a communication plan must be developed to communicate with installers and establish a system of reminders to ensure that all reasonable efforts are being taken to collect requested documents and finalize inspections in a timely manner.

Inspection reports are due to the REF within thirty (30) business days after the inspection has been performed. It is the responsibility of the selected Proposer(s) to ensure that all subcontractors fulfil their responsibilities within the stated timeline. All inspection reports should be written in a professional manner.

3. TASK 3 – Inspection of Commercial Scale Solar PV, Brownfield PV, or other Renewable Energy Technology Projects

At the request of the REF, the selected Proposer(s) will perform site inspections for PV or other renewable energy technology projects, in most cases, after the installation has occurred. The evaluation items include, but are not limited to, onsite panel shading, NEC compliance, system design and layout, and customer satisfaction. In the case of pre-installation activities such as design reviews or site condition assessments, such work will be included under Task 5 (Design and Engineering) or Task 7 (Special Projects). For on-site or video inspections, scheduling should commence within five (5) days of notice from REF. Self-inspection review should start within seven (7) days of notice from the REF. Selected Proposer(s) should track communication with installers and establish a system of reminders to ensure that all reasonable efforts are being taken to collect requested documents and finalize inspections in a timely manner.

The deliverable for inspections will be one (1) PV or other renewable energy technology Site Inspection Report (see Attachment B template) per project. Inspection reports are due to the REF within thirty (30) business days after the inspection has been performed. It is the responsibility of the selected Proposer(s) to ensure that all subcontractors fulfil their responsibilities within the stated timeline. All inspection reports should be written in a professional manner.

4. TASK 4 – Inspection of Energy Storage projects paired with Small Scale Solar PV and Commercial Scale PV Projects

The selected Proposer(s) will perform site inspections for Small Scale Solar PV and Commercial Scale PV paired with energy storage after the installation has occurred. The evaluation items include, but are not limited to, NEC compliance; system design and layout; and verification of the project's enrollment in Connected Solutions, Rhode Island Energy's Demand Response program.²

In the case of pre-installation activities such as design reviews or site condition assessments, such work will be included under Task 5 (Special Projects). All inspections must be scheduled within five (5) business days from notice of the REF and after contact with installer. Selected

² <https://www.rienergy.com/RI-Home/ConnectedSolutions/>

Proposer(s) should track communication with installers and establish a system of reminders to ensure that all reasonable efforts are being taken to collect requested documents and finalize inspections in a timely manner.

The deliverable for inspections will be one (1) Energy Storage Site Inspection Report per project. Inspection reports are due to the REF within thirty (30) business days after the inspection has been performed. It is the responsibility of the selected Proposer(s) to ensure that all subcontractors fulfil their responsibilities within the stated timeline. All inspection reports are public documents and should be written in a professional manner.

5. TASK 5 – Rhode Island State Capitol and Municipal Project Design and Engineering

The Office of Energy Resources’ (“OER”) Lead by Example team supports State agencies and municipal governments in lowering greenhouse gas emission and reducing energy costs through investments in energy efficiency, renewable energy and clean transportation.³ The REF provides support for these projects by providing funding for project design, technical feasibility, and engineering work for solar, solar plus battery storage, and standalone battery storage systems. The selected Proposer(s) will work with OER and REF staff to perform project design, technical feasibility, and engineering work for these technologies as needed.

Deliverables will be specific to each project but may include renewable energy project designs, technical feasibility reports, and engineered drawings, layouts and plans for solar, solar plus battery storage and standalone battery storage systems.

The selected Proposer(s) must develop a tracking system to inform both OER and REF staff of project status and provide copies of the final deliverables with the project team.

6. TASK 6 – Inspection of Agricultural Energy Grant Projects

OER, in partnership with the Department of Environmental Management (“DEM”), manages the Rhode Island Agricultural Energy program (“Agricultural Program”), which provides grants of up to \$20,000 for eligible energy efficiency and renewable energy projects located on farms throughout the State.⁴

OER and the REF have an agreement for the REF to provide inspection services for Agricultural Program projects that are ineligible for REF funding. The selected Proposer will perform inspections for the following technologies including but not limited to solar (either small scale or commercial scale), solar plus battery storage, standalone battery storage, air and ground source heat pumps, air and ground source heat pump water heaters, and other energy efficiency measures as needed.

The selected Proposer(s) must develop a tracking system to inform both OER and REF staff of project inspection status. A communication plan must be developed to communicate with the Agricultural Program installers and establish a system of reminders to ensure that all

³ <https://energy.ri.gov/lead-example>

⁴ <https://energy.ri.gov/energy-efficiency/farmers>

reasonable efforts are being taken to collect requested documents and finalize inspections in a timely manner.

For on-site or video inspections, scheduling should commence within five (5) days of notice from REF. Self-inspection review should start within seven (7) days of notice from the REF. Selected Proposer(s) should track communication with installers and establish a system of reminders to ensure that all reasonable efforts are being taken to collect requested documents and finalize inspections in a timely manner.

7. TASK 7 - Special Projects

The REF may request work from selected vendor(s) to assist with special projects, as needed. These may include, but are not limited to, devising post-installation protocols, pre-installation screening of technical designs for PV and/or energy storage projects, creating one- or three-line electrical diagrams, performing structural analysis, updating guidance documents for energy storage projects, or providing guidance on shading analyses. All special projects will be requested in writing via email. Deliverables associated with special projects will be determined at the time of request. All special projects will be billed according to the agreed upon hourly rate.

8. TASK 8 – Trainings/Miscellaneous Technical Services

The REF may request the vendor to conduct trainings on electrical, building, or fire codes to the solar and energy storage industry, first responders, municipal inspectors and/or State inspectors. Proposers should indicate if this task is a service that they can provide. If the Proposer(s) can provide these services and has demonstrated experience to perform these trainings, please indicate in the response and provide at least two references. When the REF is conducting such an event, the Proposer will be notified in writing, via email, and arrangements made regarding topics, curriculum, and other planning processes will be determined at the time of the request. All trainings will be billed according to the agreed upon hourly rate.

In consultation with the REF, the Proposer(s) may be asked to change or update the REF programs' Minimum Technical Requirements.⁵

9. TASK 9 – Reporting

The Proposer(s) will create and maintain a database with all active site inspections, inspection status, communication history, and corrective actions recommended to installers. The Proposer(s) should create access, via SharePoint or other portal, for REF to look up project inspection status for the purpose of tracking and communicating with installers and project owners.

The Proposer(s) will deliver a final, written report, entitled “2024 REF Program Inspection Report” containing the results and findings of site inspections from Tasks 1-8, as applicable, and will summarize the findings to date from inspections, highlighting common installation issues and concerns, frequent occurrences of code compliance or industry best practices and

⁵ <https://commerceri.com/wp-content/uploads/2023/01/RI-REF-MTR-NEC-2020-Cadmus-1.24.23.pdf>

installer feedback. The selected Proposer(s) should include specific recommendations for quality assurance measures for REF to consider for future program years.

10. TASK 10 – Meetings

The REF may request the vendor to attend regularly occurring meetings for the purpose of reviewing performance, discussing inspection process changes, or discussing communication with installers. The selected Proposer(s) may also be asked to plan, prepare for, and host meetings with prospective subcontractors, renewable energy system owners, or installers, as necessary. All meetings will be billed according to the agreed upon hourly rate.

The number of inspections performed each month will vary based on projects completed, installer availability and weather. In 2023, an average of 49 self-inspections, 1 virtual inspection, and 2 in-person inspections were performed each month. REF expects a slight increase in this volume for all three types of inspections in 2024.

Qualifications

Please note that any Proposer performing the inspections must hold professional licenses or certifications in the appropriate fields, as applicable. Inspectors with the following backgrounds should have desired experience, if accompanied by appropriate formal training in the relevant technologies:

- Professional Engineers
- Retired or inactive master tradesman
 - Electricians
 - Plumbers
- Home Inspectors
- Vocational School/community college instructors

Another core requirement the Proposer(s) must demonstrate is the ability to provide technical assistance on an as needed basis on subjects such as shading, State electrical code, fire safety, and other relevant topics to the REF programs.

The selected Proposer(s) will need to demonstrate:

- a) Experience and technical knowledge necessary to perform residential and commercial scale PV project inspections.
- b) Experience and technical knowledge necessary to perform a broader scope of commercial scale renewable energy technology inspections such as wind, hydro, anaerobic digestion, geothermal, biomass, etc.
- c) Experience and technical knowledge necessary to perform residential scale solar domestic hot water project inspections.
- d) Experience and technical knowledge necessary to perform inspections of PV projects paired with energy storage and standalone battery storage systems.
- e) Ability to provide technical assistance.
- f) Ability to use equipment and software necessary to perform independent shading analyses and to provide shade analysis software training to installers, if necessary
- g) Experience with writing technical reports.

- h) Demonstrated understanding of the Small-Scale Solar and Commercial Scale program and their respective program requirements.
- i) Demonstrated understanding and/or experience with the National and Rhode Island Building and Electrical Codes.
- j) Ability to climb ladders to inspect roof-mounted systems.
- k) Sufficient flexibility in their schedule to respond to requests for site inspections within one week's time.

Solar PV Inspectors

Inspectors of PV systems should be licensed electricians or have a NABCEP PV System Inspector Board Certification and should have the following experience and credentials:

- Significant experience with PV system installations.
- Expert working knowledge of the National Electric Code.
- Expert knowledge in all major shading software including ability to review, analyze and summarize shade reports.
- Ability to educate program participants in proper use of shading software for the purpose of accurately meeting minimum technical requirements⁶.
- Minimum of forty (40) hours of formal training in PV system design and installation.

Solar Hot Water Inspectors: Inspectors of solar hot water systems should be licensed plumbers or have a NABCEP Solar Heating System Inspector Board Certification and should have the following experience and credentials:

- Significant experience with solar thermal hot water system installations, including pressurized closed-loop and drain back systems.
- Expert working knowledge of Rhode Island plumbing codes.
- Ability to use and understand a Solar Pathfinder and respective software to generate detailed reports.
- Minimum of forty (40) hours of formal training in solar thermal system design and installation.

Energy Storage and other Renewable Energy Technology Inspectors:

Inspectors of other renewable energy technologies such as energy storage ranging in size from residential to large commercial, wind, hydro, anaerobic digestion, geothermal, biomass, etc. systems. Inspectors familiar with these technologies should have the following experience and credentials:

- Significant experience with listed system installations.
- Expert working knowledge of the National Electric Code.
- Ability to use and understand respective software to generate detailed reports.
- Minimum of forty (40) hours of formal training in listed system design and installation

Proposers should provide information about experience and/or subcontractor experience with inspecting other renewable energy technologies. If the Proposer does not have in-house expertise with these technologies and a subcontractor is not identified in the proposal, then the Proposers

⁶ <https://commerceri.com/wp-content/uploads/2019/05/MTR-2017.pdf>

should indicate their willingness to hire a subcontractor to perform the work. The REF will require all subcontractors to be reviewed and approved before work can begin, including, but not limited to, their hourly rate, experience, licensing and ability to perform work in the State.

Project Timeline

The selected Proposer(s) will enter into a contract for services with the Corporation. The duration of the initial contract between the Corporation and the selected Proposer(s) is expected to begin upon the date of contract approval. A proposed timeline for the RFP process and program is outlined below. The REF reserves the right to modify this schedule as needed. Please note that this an estimated timeline and dates are subject to change.

2024 REF Project Inspector RFP Schedule	Tentative Timeline
Request for Proposals for Inspection Vendor: Released	Monday, February 12, 2024
Questions Due	Friday, February 16, 2024
Answers Posted	Tuesday, February 20, 2024
RFP Deadline	By 11:59pm Friday, March 1, 2024

Budget

Inspectors will be paid by the hour for time spent on each project. If the REF selects multiple Proposers, the amount of work assigned to any one vendor will be at the sole discretion of the REF. While REF recognizes that the Inspectors will have other demands on their time, factors affecting the frequency of assignments will include:

- Ability to respond promptly to requests for inspection
- Completeness and clarity of inspection reports
- Ability to uphold the rules of the program and applicable Rhode Island codes

The cost proposal must include:

Task #	Inspection: avg Total hours	Avg Inspection Cost
Task 1		

Task #	Inspection: avg. Total hours	Avg. Inspection Cost
Task 2		

Task 3

System Type/Size	Inspection: Avg. Total hours	Avg. Inspection Cost
50 kW		
100 kW		
200 kW +		
Brownfield		

Task 4:

System Type/Size	Inspection Avg. Total hours	Avg. Inspection Cost

Residential(>10kW)		
Commercial PV & Brownfield PV (under 500kW)		

For Task 5 & 6, 7, 8, 9 & 10: Proposers must include the applicable hourly rate and travel estimate for personnel assigned to these tasks.

Inspection costs should include costs for both in-person/video inspections & review of self-inspection reports submitted by installers.

Travel and Administration:

Mileage will be invoiced at the federal travel reimbursement rate using the Corporation mileage template. Tolls are reimbursable. Expenses for indirect costs such as meals, entertainment and lodging will be the responsibility of the Proposers. Expenses for indirect costs such as meals, entertainment and lodging will be the responsibility of the Proposers.

Research and Analytics:

Vendors will be responsible for tracking each inspection and for providing the REF team with a means to access the status of inspections and approvals as needed. REF may request periodic reports that include work performed, active project status and scoring analysis.

Criteria for Selection

Proposals found to be technically or substantially non-responsive at any point in the evaluation process will be rejected and not considered further. Proposals that do not include all the requirements will not be considered.

Only Proposers submitting a Proposal in accordance with the criteria set forth above shall be eligible for evaluation. Each submitted Proposal meeting the administrative requirements will be evaluated by the REF and ranked from highest to lowest. Upon completion of the initial evaluation, Proposers may be invited to participate in an interview phase of the selection process. However, the REF Project Team reserves the right to make a selection and award the contract based on evaluation of the proposals without conducting formal interviews.

The REF will evaluate and score all proposals. The proposals with the highest score(s) will be selected. Responses from qualified Proposers will be reviewed and evaluated according to the criteria outlined below:

EVALUATION CRITERIA	Scoring Matrix
Executive Summary/Technical Proposal: Our evaluation will include an assessment of the history of your company, your experience as it relates to the requirements within this RFP, evidence of past performance, quality and relevance of past work, references, and related items.	25

Qualifications and Experience: Our evaluation will include an assessment of the qualifications and experience of your managerial team, staff, subcontractors, and related items.	35
Overall Quality of Proposal: Overall approach and strategy described/outlined in the proposal and firm capacity to perform the engagement within the specified timeframe (prior experience of the firm in meeting timelines will be factored in here).	20
Cost Proposal: Effective and efficient delivery of quality services is demonstrated in relation to the budget allocation. The allocation is reasonable and appropriate.	20
TOTAL	100
MBE/WBE/DisBE Participation (additional potential points)	6 pts

Designated Corporation staff or selected advisors will evaluate the written proposals. The Corporation may at any time during the evaluation process seek clarification from Proposers regarding any information contained within their proposal. Final scores for each Proposer will reflect a consensus of the evaluations. Any attempt by a Proposer to contact a member of Corporation staff or selected advisors outside the RFP process, in an attempt to gain knowledge or an advantage, may result in disqualification of Proposer.

1. ISBE Participation Evaluation (see below for scoring)
 - a. The Rhode Island Commerce Corporation encourages MBE/WBE/DisBE participation in this Request. In accordance with Title 37, Chapter 14.1, and Title 37, Chapter 2.2 of the Rhode Island General laws, the Corporation reserves the right to apply additional consideration to MBE/WBE/DisBE up to six (6) additional points in the scoring evaluation as provided below:
 - b. Calculation of ISBE Participation Rate
 - i. ISBE Participation Rate for Non-ISBE Vendors. The ISBE participation rate for nonISBE vendors shall be expressed as a percentage and shall be calculated by dividing the amount of non-ISBE vendor’s total contract price that will be subcontracted to ISBEs by the non-ISBE vendor’s total contract price. For example, if the non-ISBE’s total contract price is \$100,000.00 and it subcontracts a total of \$12,000.00 to ISBEs, the non-ISBE’s ISBE participation rate would be 12%.
 - ii. ISBE Participation Rate for ISBE Vendors. The ISBE participation rate for ISBE vendors shall be expressed as a percentage and shall be calculated by dividing the amount of the ISBE vendor’s total contract price that will be subcontracted to ISBEs and the amount that will be self-performed by the ISBE vendor by the ISBE vendor’s total contract price. For example, if the ISBE vendor’s total contract price is \$100,000.00 and it subcontracts a total of \$12,000.00 to ISBEs and will perform a total of \$8,000.00 of the work itself, the ISBE vendor’s ISBE participation rate would be 20%.
 - c. Points for ISBE Participation Rate:
 - i. The vendor with the highest ISBE participation rate shall receive the maximum ISBE participation points. All other vendors shall receive ISBE participation points by applying the following formula:

(Vendor's ISBE participation rate ÷ Highest ISBE participation rate X Maximum ISBE participation points)

For example, assuming the weight given by the RFP to ISBE participation is 6 points, if Vendor A has the highest ISBE participation rate at 20% and Vendor B's ISBE participation rate is 12%, Vendor A will receive the maximum 6 points and Vendor B will receive (12% ÷ 20%) x 6 which equals 3.6 points.

See Appendix A for information and the MBE, WBE, and/or Disability Business Enterprise Participation Plan form(s). Bidders are required to complete, sign and submit these forms with their overall proposal in a sealed envelope. Please complete separate forms for each MBE, WBE and/or Disability Business Enterprise subcontractor/supplier to be utilized on the solicitation.

Technical Proposal Elements

In order to be considered responsive, proposals must at a minimum contain the following:

Subject Title
1) Title Page
2) Executive Summary
3) Technical Proposal
4) Qualifications & Experience
5) Cost Proposal + Rate Table (Attachment A)
6) RFP Response Certification Cover Form (attached)

1. TITLE PAGE

Rhode Island Commerce Corporation Renewable Energy Fund, "Renewable Energy Fund Project Inspector" Proposal, your company name, address, web site address, telephone number, fax number, e-mail address and primary contact person.

2. EXECUTIVE SUMMARY

The Executive Summary will highlight the contents of the Technical Proposal and provide the review team with a broad understanding of the Proposer's technical approach and ability.

3. TECHNICAL PROPOSAL

Discuss your approach to the proposed scope of work. If you are applying to this Solicitation with a focus on one or more technologies, please indicate this. Provide information on your experience and ability to perform inspections with one or more relevant technologies. Indicate your ability to complete the scope of work within the established timeframe. Provide a description of the outcome monitoring and evaluation plan including a list of tools to track process, output and outcome measures for each component of the application. Include a timeline of major tasks and milestones.

4. QUALIFICATIONS & EXPERIENCE

Please provide the following:

- a) **Company Profile:** Provide information on history, length of time in business, organizational capacity & staff, core competencies. Include staff capacity and any other resources and capacity uniquely suited to the Proposer to complete the scope of work outlined in the RFP.
- b) **Reference Information:** Provide names, addresses, telephone numbers and permission to contact two former or current clients for which your organization has performed similar work outlined in the Scope of Work in the last two years.
- c) **Past Experience:** Describe your experience with similar work for governmental agencies and/or businesses in the New England region. Also, include details of any trainings your company has offered in the past to the solar and energy storage industries, municipal inspectors, and/or building inspectors, including curriculum.
- d) **Examples of Prior Work:** If possible, reference two or three examples of previous projects that best display your work and outline the role your firm played in each project.
- e) **Staffing & Administration:** Please identify all staff and/or subcontractors proposed as members of the project team and the tasks they will perform on the account. Describe their duties, responsibilities, and concentration of effort applying to each (as well as resumes, curricula vitae or statements of prior experience and qualification). Please also include the estimated availability of staff and subcontractors to carry out the required Scope of Work in a timely manner.

Vendors are expected to demonstrate flexibility in seeking out and coordinating subcontractors for inspections if needed.

The REF reserves the right to investigate and review the background⁷ of any or all personnel assigned to work under agreement for services and based on such investigations, to reject the use of any persons within the REF's discretion. Bids will be accepted from teams, but management of subcontractors will be the responsibility of the primary Proposer, not the REF. Any changes to personnel require formal written approval by the REF and as such the REF reserves the right to terminate the contract if changes are not approved.

5. COST PROPOSAL

Please provide detailed information on rates of all team members and identified subcontractors, if any, associated with work referenced in tasks one through five outlined in the Scope of Work section. No indirect costs will be allowed, including, without limitation, printing, film developing, phone charges, meals, lodging or entertainment. The hourly rates

⁷ Including the requirement of a National Background Search by the Attorney General's BCI Division.

for staff that will or could potentially be associated with work on this effort must be included in the response to this Solicitation. Please include the rate table (Attachment A).

Instructions and Notifications to Proposers

1. Potential proposers are advised to review all sections of this RFP carefully and to follow instructions completely, as failure to make a complete submission as described elsewhere herein may result in rejection of the proposal.
2. Alternative approaches and/or methodologies to accomplish the desired or intended results of this procurement are solicited. However, proposals that depart from or materially alter the terms, requirements, or scope of work defined by this RFP will be rejected as being non-responsive.
3. All costs associated with developing or submitting a proposal in response to this RFP, or to provide oral or written clarification of its content, shall be borne by the proposer. The Corporation assumes no responsibility for such costs.
4. Proposals are considered to be irrevocable for a period of not less than 120 days following the date set for submission of proposals.
5. All pricing submitted will be considered to be firm and fixed unless otherwise indicated herein.
6. Proposals that are submitted late, misdirected or sent to the wrong email address will not be accepted.
7. All proposals should identify the proposed team of professionals, including those employed by subcontractors, if any, along with respective areas of expertise and relevant credentials. Proposer should also provide a delineation of the portion of the scope of work for which each of these professionals will be responsible.
8. All proposals should include the proposer's FEIN or Social Security number as evidenced by a W9, downloadable from <https://www.irs.gov/pub/irs-pdf/fw9.pdf>
9. All proposals should include a completed RFP Response Certification Cover Form, included in this document and available here: <https://commerceri.com/wp-content/uploads/2022/08/RFP-RESPONSE-CERTIFICATION-COVER-FORM.pdf>
10. The purchase of services under an award made pursuant to this RFP will be contingent on the availability of funds and made at the discretion of the Corporation.
11. Awarding this RFP is based on the Evaluation Criteria set forth in this RFP. Vendors are advised, however, that all materials and ideas submitted as part of this proposal and during the performance of any award shall be the property of and owned by the Corporation which may use any such materials and ideas.
12. Interested parties are instructed to peruse the Corporation's website (www.commerceri.com) on a regular basis, as additional information relating to this solicitation may be released in the

form of an addendum to this RFP. Addenda will also be posted to the Rhode Island State Division of Purchases' website at www.ridop.ri.gov.

13. Equal Employment Opportunity (R.I. Gen. Laws § 28-5.1-1, et seq.) – § 28- 5.1-1 Declaration of policy – (a) Equal opportunity and affirmative action toward its achievement is the policy of all units of Rhode Island state government, including all public and quasi-public agencies, commissions, boards and authorities, and in the classified, unclassified, and non-classified services of state employment. This policy applies to all areas where State dollars are spent, in employment, public services, grants and financial assistance, and in state licensing and regulation.

14. In accordance with Title 7, Chapter 1.2 of the General Laws of Rhode Island, no corporation organized under the laws of another state or country shall have the right to transact business in Rhode Island until it shall have procured a Certificate of Authority to do so from the Rhode Island Secretary of State (401-222-3040). This is a requirement only of the successful bidder.

15. The proposer should be aware of the State's Minority Business Enterprise (MBE) requirements, which address the State's goal of fifteen percent (15%) participation by MBE's in all procurements, including a minimum of 7.5% participation by minority business enterprises owned and controlled by a minority owner, as defined in Section 37-14.1-3, and a minimum of 7.5% participation by minority business enterprises owned and controlled by a woman. For further information, visit the website www.mbe.ri.gov.

16. The Corporation reserves the right to award to one or more Proposers.

Proposal Requirements

In order to be considered responsive, proposals must at a minimum contain the following:

Technical Proposal Elements

1. Description of the proposed approach and work plan. Activities and timelines should be specific, measurable, achievable, realistic, and time oriented. Include a timeline of major tasks and milestones.
2. Person who will be the primary point of contact with the Rhode Island Commerce Corporation.
3. Qualifications of the Proposer to provide the requested services including capability, capacity, similarly complex projects and related experience and client references. Certification of availability of individuals in proposal.
4. A listing of the staff to be assigned to this engagement and their respective qualifications, past experience on engagements of this scope including resumes, and their role in those past engagements.
5. A description of the outcome monitoring and evaluation plan including a list of tools to track process, output and outcome measures for each component of the application.

Proposal Submission

Responses to this RFP must be received as follows:

One (1) electronic (PDF) version must be provided by email to RFP@commerceri.com by **11:59 pm on March 1, 2024**. Submissions that are late, misdirected or sent to the wrong email address will not be accepted.

Note: To ensure transparency, no phone calls pertaining to this RFP will be accepted.

Questions, interpretations, or clarifications concerning this RFP should be directed by e-mail to RFP@commerceri.com no later than 11:59 pm on February 16, 2024. Responses to questions, interpretations, or clarifications concerning this RFP will be posted online via addendum at www.commerceri.com and www.ridop.ri.gov on February 20, 2024 to ensure equal awareness of important facts and details.

The Rhode Island Commerce Corporation reserves the right to terminate this solicitation prior to entering into any agreement with any qualified firm pursuant to this Request for Proposal, and by responding hereto, no firms are vested with any rights in any way whatsoever.

Rhode Island Commerce Corporation reserves the right to reject any or all proposals for not complying with the terms of this RFP.

APPENDIX A
**PROPOSER ISBE RESPONSIBILITIES AND MBE, WBE, AND/OR DISABILITY
BUSINESS ENTERPRISE PARTICIPATION FORM**

A. Proposer's ISBE Responsibilities (from 150-RICR-90-10-1.7.E)

1. Proposal of ISBE Participation Rate. Unless otherwise indicated in the RFP, a Proposer must submit its proposed ISBE Participation Rate in a sealed envelope or via sealed electronic submission at the time it submits its proposed total contract price. The Proposer shall be responsible for completing and submitting all standard forms adopted pursuant to 105-RICR-90-10-1.9 and submitting all substantiating documentation as reasonably requested by either the Using Agency's MBE/WBE Coordinator, Division, ODEO, or Governor's Commission on Disabilities including but not limited to the names and contact information of all proposed subcontractors and the dollar amounts that correspond with each proposed subcontract.
2. Failure to Submit ISBE Participation Rate. Any Proposer that fails to submit a proposed ISBE Participation Rate or any requested substantiating documentation in a timely manner shall receive zero (0) ISBE participation points.
3. Execution of Proposed ISBE Participation Rate. Proposers shall be evaluated and scored based on the amounts and rates submitted in their proposals. If awarded the contract, Proposers shall be required to achieve their proposed ISBE Participation Rates. During the life of the contract, the Proposer shall be responsible for submitting all substantiating documentation as reasonably requested by the Using Agency's MBE/WBE Coordinator, Division, ODEO, or Governor's Commission on Disabilities including but not limited to copies of purchase orders, subcontracts, and cancelled checks.
4. Change Orders. If during the life of the contract, a change order is issued by the Division, the Proposer shall notify the ODEO of the change as soon as reasonably possible. Proposers are required to achieve their proposed ISBE Participation Rates on any change order amounts.
5. Notice of Change to Proposed ISBE Participation Rate. If during the life of the contract, the Proposer becomes aware that it will be unable to achieve its proposed ISBE Participation Rate, it must notify the Division and ODEO as soon as reasonably possible. The Division, in consultation with ODEO and Governor's Commission on Disabilities, and the Proposer may agree to a modified ISBE Participation Rate provided that the change in circumstances was beyond the control of the Proposer or the direct result of an unanticipated reduction in the overall total project cost.

B. MBE, WBE, AND/OR Disability Business Enterprise Participation Plan Form:

Attached is the MBE, WBE, and/or Disability Business Enterprise Participation Plan form. Bidders are required to complete, sign and submit with their overall proposal in a sealed envelope. Please complete separate forms for each MBE, WBE and/or Disability Business Enterprise subcontractor/supplier to be utilized on the solicitation.

MBE, WBE, and/or DISABILITY BUSINESS ENTERPRISE PARTICIPATION PLAN

Bidder's Name:

Bidder's Address:

Point of Contact:

Telephone:

Email:

Solicitation No.:

Project Name:

This form is intended to capture commitments between the prime contractor/vendor and MBE/WBE and/or Disability Business Enterprise subcontractors and suppliers, including a description of the work to be performed and the percentage of the work as submitted to the prime contractor/vendor. Please note that all MBE/WBE subcontractors/suppliers must be certified by the Office of Diversity, Equity and Opportunity MBE Compliance Office and all Disability Business Enterprises must be certified by the Governor's Commission on Disabilities at time of bid, and that MBE/WBE and Disability Business Enterprise subcontractors must self-perform 100% of the work or subcontract to another RI certified MBE in order to receive participation credit. Vendors may count 60% of expenditures for materials and supplies obtained from an MBE certified as a regular dealer/supplier, and 100% of such expenditures obtained from an MBE certified as a manufacturer. This form must be completed in its entirety and submitted at time of bid. **Please complete separate forms for each MBE/WBE or Disability Business Enterprise subcontractor/supplier to be utilized on the solicitation.**

Name of Subcontractor/Supplier:			
Type of RI Certification:	<input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> Disability Business Enterprise		
Address:			
Point of Contact:			
Telephone:			
Email:			
Detailed Description of Work To Be Performed by Subcontractor or Materials to be Supplied by Supplier:			
Total Contract Value (\$):		Subcontract Value (\$):	ISBE Participation Rate (%):
Anticipated Date of Performance:			

I certify under penalty of perjury that the forgoing statements are true and correct.

Prime Contractor/Vendor Signature		Title	Date
Subcontractor/Supplier Signature		Title	Date

ATTACHMENT B Inspection Template

Instructions

The prompts in this self-inspection report are intended to collect key system installation characteristics, including photographs, which will allow Commerce Rhode Island staff and contractors to conduct a reasonable due diligence review, as a substitute for an onsite inspection. This report includes a self-inspection checklist and a descriptive photograph sheet. **Installers wishing to complete a self-inspection must fill out all applicable fields, including all photos. Forms with missing information will be returned to the installer.** In cases where multiple pieces of equipment (e.g., two different types of PV modules) are used, please copy/paste the relevant information into the table and fill it out for both sets of equipment. Installers are encouraged, but not required, to attach an as-built electrical design drawing to this report.

Once completed, please submit this form in PDF format via email to ref@commerceri.com.
For technical questions on completing this self-inspection report, contact [Inspection Vendor Name]

System Information

Grant Number	#-###
System Owner Last Name	
Installation Company	
Installer Last Name	
Person Completing This Report	
Phone	
Email	
Report Date	

Self-Inspection Checklist

Array and PV Modules

Inspection Item	Value
System Capacity (kW _{DC})	
System Lifetime Energy Production (kWh)	
Module Quantity	
Module Manufacturer	
Module Model Number	
Modules per String (or per circuit for microinverters)	
Number of Strings per Input Circuit	
Conductor Size/Insulation Type	

Racking

Inspection Item	Value
PV Racking Manufacturer	
Model	

Microinverter

Inspection Item	Value
Quantity	
Manufacturer	
Model Number	

Optimizer

Inspection Item	Value
Quantity	
Manufacturer	
Model Number	

Standalone DC Disconnect

Inspection Item	Value
Manufacturer	
Model	

Backup Power System

Inspection Item	Value	
System Type (Select All Applicable Configurations if Multiple are present)	Entire Facility	
	Partial Facility	
	Dedicated Backed up Subpanel	
	Dedicated Backed up Subpanel	
	Entire Facility	
	Partial Facility	
Location(s)		

String Inverter

Inspection Item	Value
Quantity	
Manufacturer	
Model Number	

AC Combiner

Inspection Item	Value
Quantity	
Manufacturer	
Model Number	

AC Disconnect (Other than Interconnection) (Copy and Paste if Multiple)

Inspection Item	Value
Quantity	
Manufacturer	
Model Number	

Energy Storage System

Inspection Item	Value	
Coupling	AC or DC	
Manufacturer		
Model		
Quantity		
Battery (If external how many units?)	Internal/External	Qty:
Total ESS Rating (kW and kWh)	Output Power kW:	Capacity kWh:
Gateway Model (enter N/A if not present)		
Critical Load/Backed-Up Load Subpanel Busbar Rating (A) (enter N/A if not present)		
Critical Load /Backed-Up Load Subpanel Breaker Rating (A) (select MLO if main lug only or N/A if not present,)		
Location (enter N/A for not present)		

Interconnection (fill in one of the three sections below)

	Inspection Item	Value	
SUPPLY SIDE CONNECTION	PV Service Disconnect		
	Manufacturer and Model		
	Fuse/Breaker Rating	Voltage: ###V	Current ###A
	Conductor Size/Type	Line: # __AWG	Load: # __AWG
	Point of Interconnection		
	Splice connector Location (Main Panel, Utility Meter, Combined Meter Pan)		
FEEDER TAP CONNECTION	Grid Side Circuit Feeder Overcurrent Device Rating	###A	
	Grid Side Existing Feeder Conductor Size	# __AWG	
	Busbar Rating of Grid Side Panel	__A	
	Breaker Rating of Load Side Panel (enter MLO if main lug only)	__A	MLO
	(Only if MLO is selected above) Load side Busbar Rating		__A
	PV Disconnect		
	Manufacturer and Model		
	Fuse/Breaker Rating	Voltage: ###V	Current ###A
	Conductor Size/Type	Line: # __AWG	Load: # __AWG
LOAD SIDE CONNECTION	Main Breaker Rating	__A	
	Backfeed Breaker Rating	__A	
	Panel Busbar Rating		
	PV Conductor Size/Type		

Photos Required (Multiple photos may be needed)

Module Nameplate Photo
Insert Photo(s) Here Notes:
Full Array Image(s) Multiple photos may be needed to include all modules for verifying system capacity
Insert Photo(s) Here Notes:
Horizon Profile Photos Take photos from the roof of the surrounding terrain to the (East, South, and West) of the Array(s). These photos should show all trees and other obstructions surrounding the PV array.
Insert Photo(s) Here Notes:
Array Racking Photo of the installed rails before modules are installed and after MLPE and ground wiring are completed
Insert Photo(s) Here Notes:
Under-Array Wire Management Close up photo showing the wire management under each array. Multiple photos may be necessary
Insert Photo(s) Here Notes:
Module Clamping Show typical mid and end module clamp if applicable
Insert Photo(s) Here Notes:
MLPE Mounting- (Module Level Power Electronics-(Microinverters or Optimizers)) Show installed mounting bracket
Insert Photo(s) Here, Notes:
MLPE Nameplate Photo
Insert Photo(s) Here Notes:
Standalone DC Disconnect Wiring Show wiring details
Insert Photo(s) Here Notes:
String Inverter Exterior Show sufficient detail to verify labeling
Insert Photo(s) Here Notes:

String Inverter Nameplate Photo

Insert Photo(s) Here

Notes:

String Inverter Wiring

Show all wiring terminations

Insert Photo(s) Here

Notes:

AC Combiner Exterior

Nameplate and labeling details

Insert Photo(s) Here

Notes:

AC Combiner Front Panel

Show front panel unique descriptive breaker/circuit ID. labeling

Insert Photo(s) Here

Notes:

AC Combiner Wiring

Show nameplate and all wiring details and terminations

Insert Photo(s) Here

Notes:

ESS Gateway Exterior

Show gateway enclosure and proximity to disconnects.

Insert Photo(s) Here

Notes:

ESS Gateway Nameplate and Front Panel labeling photo(s)

Insert Photo(s) Here

Notes:

ESS Gateway Wiring

Show all wiring details and terminations. Multiple photos may be needed.

Insert Photo(s) Here

Notes:

ESS & PV AC Combiner Panel Exterior

Show Exterior and Front panel labeling. Multiple photos may be needed.

Insert Photo(s) Here

Notes:

ESS & PV AC Combiner Panel Nameplate and Wiring Photo(s)

Show all wiring details and terminations. Multiple photos may be needed.

Insert Photo(s) Here

Notes:

Critical Loads/Backed-Up Loads Subpanel

Show labeling with door closed and open. Multiple photos may be needed.

Insert Photo(s) Here

Notes:

Critical Loads/Backed-Up Loads Subpanel Wiring

Nameplate photo ,Show wiring details and terminations. Multiple photos may be needed.

Insert Photo(s) Here

Notes:

ESS/Battery Exterior

Show enclosure and proximity to disconnects.

Insert Photo(s) Here

Notes:

ESS/Battery Nameplate

Insert Photo(s) Here

Notes:

Battery Pack/Bank (External)

Show all wiring details and terminations. Multiple photos may be needed.

Insert Photo(s) Here

Notes:

Battery Wiring

Show all wiring details and terminations. Multiple photos may be needed.

Insert Photo(s) Here

Notes:

Production Meter Exterior

Show production meter enclosure, nameplate ratings, and production reading

Multiple photos may be needed

<p>Insert Photo(s) Here</p> <p>Notes:</p>
<p><u>Production Meter Wiring</u></p> <p>Show wiring of production meter enclosure</p> <p>Multiple photos may be needed</p>
<p>Insert Photo(s) Here</p> <p>Notes:</p>
<p><u>Standalone AC Disconnect Exterior</u></p> <p>Show nameplate/labeling details</p>
<p>Insert Photo(s) Here</p> <p>Notes:</p>
<p><u>Standalone AC Disconnect Wiring</u></p> <p>Show all wiring details, nameplate, and terminations</p>
<p>Insert Photo(s) Here</p> <p>Notes:</p>
<p><u>Load Side Connection Main Service Panel Exterior (Door Open and Closed)</u></p> <p>Show labeling detail, Main breaker rating , System Backfeed Breaker</p>
<p>Insert Photo(s) Here</p> <p>Notes:</p>
<p><u>Load Side Connection Main Service Panel Wiring</u></p> <p>Show full wiring detail inside panel</p>
<p>Insert Photo(s) Here</p> <p>Notes:</p>
<p><u>Feeder Tap Connection</u></p> <p>Show feeder tap interconnection/splice connector detail</p>
<p>Insert Photo(s) Here</p> <p>Notes:</p>
<p><u>Feeder Tap Connection Disconnect Exterior</u></p> <p>Show labeling/nameplate detail</p>
<p>Insert Photo(s) Here</p> <p>Notes:</p>
<p><u>Feeder Tap Connection Disconnect Wiring</u></p> <p>Show all wiring, termination, nameplate, and fuse details</p>
<p>Insert Photo(s) Here</p> <p>Notes:</p>
<p><u>Feeder Tap Connection Load panel/Panel Disconnect</u></p> <p>Show labeling, nameplate detail, main breaker</p>
<p>Insert Photo(s) Here</p> <p>Notes:</p>
<p><u>Supply Side Connection Disconnect Exterior</u></p> <p>Show labeling/nameplate detail</p>
<p>Insert Photo(s) Here</p> <p>Notes:</p>

Supply Side Connection Disconnect Wiring

Show all wiring, termination, nameplate, and fuse details. Ensure neutral terminal and green ground bonding screw are visible

Insert Photo(s) Here

Notes:

Supply Side Connection Main Service Panel Exterior and Nameplate Photo(s)

Photo showing the busbar rating

Insert Photo(s) Here

Notes:

Supply Side Connection

Show service entrance conductor interconnection/spice connector detail, main/service OCPD

Include images of genset / automatic transfer switches if present

Insert Photo(s) Here

Notes:

Interconnection Standalone Main Service Disconnect

Insert Photo(s) Here

Notes:

Balance of System (BOS) Overview Photos

Show general location/configuration of PV System Equipment and Associated Distribution Equipment

Multiple photos may be needed

Insert Photo(s) Here

Notes:

Balance of System (BOS) Utility Meter Photos

Show location and nameplate of utility meter

Insert Photo(s) Here

Notes:

Additional Photos

Notes:

RFP/RFQ RESPONSE CERTIFICATION COVER FORM

Instruction: To fulfill your RFP/RFQ response, this form must be completed, printed, signed and included with your submission.

SECTION 1 - RESPONDENT INFORMATION

RFP/RFQ Number:

RFP/RFQ Title:

RFP/RFQ Respondent Name:

Address:

Telephone:

Fax:

Contact Name:

Contact Title:

Contact Email:

SECTION 2 —DISCLOSURES

RFP/RFQ Respondents must respond to every statement. RFP/RFQ Responses submitted without a complete response may be deemed nonresponsive.

Indicate "Y" (Yes) or "N" (No) for Disclosures 1-4, and if "Yes," provide details below

____ 1. State whether the Respondent, or any officer, director, manager, stockholder, member, partner, or other owner or principal of the Respondent or any parent, subsidiary, or affiliate has been subject to suspension or debarment by any federal, state, or municipal governmental authority, or the subject of criminal prosecution, or convicted of a criminal offense within the previous 5 years. If "Yes," provide details below.

____ 2. State whether the Respondent, or any officer, director, manager, stockholder, member, partner, or other owner or principal of the Respondent or any parent, subsidiary, or affiliate has had any contracts with a federal, state, or municipal governmental authority terminated for any reason within the previous 5 years. If "Yes," provide details below.

____ 3. State whether the Respondent, or any officer, director, manager, stockholder, member, partner, or other owner or principal of the Respondent or any parent, subsidiary, or affiliate has been fined more than \$5000 for violation(s) of any Rhode Island environmental law(s) by the Rhode Island Department of Environmental Management within the previous 5 years. If "Yes," provide details below.

____ 4. State whether any officer, director, manager, stockholder, member, partner, or other owner or principal of the Respondent is serving or has served within the past two calendar years as either an appointed or elected official of any state governmental authority or quasi-public corporation, including without limitation, any entity created as a legislative body or public or state agency by the general assembly or constitution of this state.

Disclosure details (continue on additional sheets if necessary):

SECTION 3 —OWNERSHIP DISCLOSURE

Respondents must provide all relevant information. Respondent proposals submitted without a complete response may be deemed nonresponsive.

If the Respondent is publicly held, the Respondent may provide owner information about only those stockholders, members, partners, or other owners that hold at least 10% of the record or beneficial equity interests of the Respondent; otherwise, complete ownership disclosure is required.

List each officer, director, manager, stockholder, member, partner, or other owner or principle of the Respondent, and each intermediate parent company and the ultimate parent company of the Respondent. For each individual, provide his or her name, business address, principal occupation, position with the Respondent, and the percentage of ownership, if any, he or she holds in the Respondent, and each intermediate parent company and the ultimate parent company of the Respondent.

SECTION 4 —CERTIFICATIONS

Respondents must respond to every statement. Responses submitted without a complete response may be deemed nonresponsive.

Indicate "Y" (Yes) or "N" (No), and if "No," provide details below.

THE RESPONDENT CERTIFIES THAT:

___ 1. The Respondent will immediately disclose, in writing, to the Rhode Island Commerce Corporation any potential conflict of interest which may occur during the term of any contract awarded pursuant to this solicitation.

___ 2. The Respondent possesses all licenses and anyone who will perform any work will possess all licenses required by applicable federal, state, and local law necessary to perform the requirements of any contract awarded pursuant to this solicitation and will maintain all required licenses during the term of any contract awarded pursuant to this solicitation. In the event that any required license shall lapse or be restricted or suspended, the Respondent shall immediately notify the Rhode Island Commerce Corporation in writing.

___ 3. The Respondent will maintain all required insurance during the term of any contract pursuant to this solicitation. In the event that any required insurance shall lapse or be canceled, the Respondent will immediately notify the Rhode Island Commerce Corporation in writing.

___ 4. The Respondent understands that falsification of any information in its RFP/RFQ response or failure to notify the Rhode Island Commerce Corporation of any changes in any disclosures or certifications in this Respondent Certification may be grounds for suspension, debarment, and/or prosecution for fraud.

___ 5. The Respondent has not paid and will not pay any bonus, commission, fee, gratuity, or other remuneration to any employee or official of the Rhode Island Commerce Corporation or the State of Rhode Island or any subdivision of the State of Rhode Island or other governmental authority for the purpose of obtaining an award of a contract pursuant to this solicitation. The Respondent further certifies that no bonus, commission, fee, gratuity, or other remuneration has been or will be received from any third party or paid to any third party contingent on the award of a contract pursuant to this solicitation.

___ 6. This RFP/RFQ response is not a collusive RFP/RFQ response. Neither the Respondent, nor any of its owners, stockholders, members, partners, principals, directors, managers, officers, employees, or agents has in any way colluded, conspired, or agreed, directly or indirectly, with any other Respondent or person to submit a collusive response to the solicitation or to refrain from submitting response to the solicitation, or has in any manner, directly or indirectly, sought by agreement or collusion or other communication with any other Respondent or person to fix the price or prices in the response or the response of any other Respondent, or to fix any overhead, profit, or cost component of the price in the response or the response of any other Respondent, or to secure through any collusion, conspiracy, or unlawful agreement any advantage against the Rhode Island Commerce Corporation or the State of Rhode Island or any person with an interest in the contract awarded pursuant to this solicitation. The price in the response is fair and proper and is not tainted by any collusion, conspiracy, or unlawful agreement on the part of the Respondent, its owners, stockholders, members, partners, principals, directors, managers, officers, employees, or agents.

___ 7. The Respondent: (i) is not identified on the General Treasurer's list created pursuant to R.I. Gen. Laws § 37-2.5-3 as a person or entity engaging in investment activities in Iran described in § 37-2.5-2(b); and (ii) is not engaging in any such investment activities in Iran.

___ 8. The Respondent will comply with all of the laws that are incorporated into and/or applicable to any contract with the Rhode Island Commerce Corporation.

Certification details (continue on additional sheet if necessary):

Submission by the Respondent of a response pursuant to this solicitation constitutes an offer to contract with the Rhode Island Commerce Corporation on the terms and conditions contained in this solicitation and the response. The Respondent certifies that: (1) the Respondent has reviewed this solicitation and agrees to comply with its terms and conditions; (2) the response is based on this solicitation; and (3) the information submitted in the response (including this Respondent Certification Cover Form) is accurate and complete. The Respondent acknowledges that the terms and conditions of this solicitation and the response will be incorporated into any contract awarded to the Respondent pursuant to this solicitation and the response. The person signing below represents, under penalty of perjury, that he or she is fully informed regarding the preparation and contents of this response and has been duly authorized to execute and submit this response on behalf of the Respondent.

RESPONDENT

Date: _____

Name of Respondent

Signature in ink

Printed name and title of person signing on behalf of Respondent