**ATTACHMENT 10**

**MINIMUM QUALIFICATIONS SUBMITTAL FORM**

|  |  |
| --- | --- |
| **Bidder’s Name:** |  |

|  |
| --- |
| **Instructions:** |
| Please provide the information requested below in the box(es) provided. Please note that any Bidder who fails to submit responses to the questions herein may be deemed non-responsive and denied further consideration for Contract award. |

**SECTION 1: EXECUTIVE SUMMARY**

|  |
| --- |
| 1. Headquarters Address –   Please provide the address of your company’s headquarters (Street, City, State, Zip): |
|  |

|  |
| --- |
| 1. Please provide the date that your company was established, organized or incorporated (whichever occurred first): |
|  |

|  |
| --- |
| 1. Please provide your company’s gross annual sales for the 2015 tax year: |
|  |

|  |
| --- |
| 1. Please provide the total number of employees on your company’s payroll on 12/31/2015: |
|  |

**SECTION 2: MINIMUM REQUIREMENTS**

See Section 3.1 in the Solicitation.

1. Has your company maintained an organization, in continuous operation, for at least three years prior to the bid opening date?

|  |  |
| --- | --- |
|  | Yes |
|  | No |

1. Does your company have at least three years of experience developing, installing and maintaining solar PV systems?

|  |  |
| --- | --- |
|  | Yes |
|  | No |

1. ~~Is your company on NYSERDA’s list of~~ [~~Commercial/Industrial Solar Electric (PV) Installers~~](https://www.nyserda.ny.gov/All-Programs/Programs/NY-Sun/Customers/Guide-to-Evaluate-and-Install-Solar/Commercial-Installer)~~?~~

|  |  |
| --- | --- |
|  | ~~Yes~~ |
|  | ~~No~~ |

**SECTION 2: MINIMUM REQUIREMENTS** (cont’d)

See Section 3.1 in Solicitation.

References will be contacted for a performance rating as detailed in Section *5.2 Reference Check* in the Solicitation).

The Bidder must provide Photovoltaic (PV) Projects that meet the requirements of Section 3.1 and the following:

* Bidder must provide a total of ten completed PV Projects completed in the last five years from the date of Bid opening;
* At least one of the PV Projects Bidder lists must have a size equal to or greater than the ‘Minimum PV Project Size’ listed in the following chart for the corresponding size of the item(s) being bid on.

|  |  |
| --- | --- |
| **Largest size item being bid on** | **Minimum PV Project Size, kW DC** |
| <200 kW | 200 kW |
| 200 to 1000 kW | 1000 kW |
| >1000 kW | 1000 kW |

**Have you provided a PV Project with a size equal to or greater than the ‘Minimum PV Project Size’ for the largest size item being bid on?**

|  |  |
| --- | --- |
|  | Yes |
|  | No |

**PV Project #1**

|  |  |
| --- | --- |
| PV Project Name |  |
| Size of the PV system (kW, DC) |  |
| Year completed |  |
| Date PPA was executed |  |
| Customer’s Name |  |
| Customer’s Contact Name |  |
| Customer’s Contact Phone Number |  |
| Customer’s Contact email address |  |

|  |  |  |
| --- | --- | --- |
| Type of Government or Commercial Entity: | | |
|  |  | Federal Agency |
|  |  | State Agency |
|  |  | Local Municipality (City, Town, County, etc) |
|  |  | College |
|  |  | School District |
|  |  | Commercial Business |
|  |  | Other – provide description: |

|  |  |  |
| --- | --- | --- |
| Type of System: | | |
|  |  | Roof Mounted |
|  |  | Ground Mounted |
|  |  | Parking Canopy |
|  |  | Pole Mounted |

Did your company execute a Power Purchase Agreement for this project?

|  |  |
| --- | --- |
|  | Yes |
|  | No |

What was the term of the Power Purchase Agreement in years?

|  |  |
| --- | --- |
|  | Years |

**PV Project #2**

|  |  |
| --- | --- |
| PV Project Name |  |
| Size of the PV system (kW, DC) |  |
| Year completed |  |
| Date PPA was executed |  |
| Customer’s Name |  |
| Customer’s Contact Name |  |
| Customer’s Contact Phone Number |  |
| Customer’s Contact email address |  |

|  |  |  |
| --- | --- | --- |
| Type of Government or Commercial Entity: | | |
|  |  | Federal Agency |
|  |  | State Agency |
|  |  | Local Municipality (City, Town, County, etc) |
|  |  | College |
|  |  | School District |
|  |  | Commercial Business |
|  |  | Other – provide description: |

|  |  |  |
| --- | --- | --- |
| Type of System: | | |
|  |  | Roof Mounted |
|  |  | Ground Mounted |
|  |  | Parking Canopy |
|  |  | Pole Mounted |

Did your company execute a Power Purchase Agreement for this project?

|  |  |
| --- | --- |
|  | Yes |
|  | No |

What was the term of the Power Purchase Agreement in years?

|  |  |
| --- | --- |
|  | Years |

**PV Project #3**

|  |  |
| --- | --- |
| PV Project Name |  |
| Size of the PV system (kW, DC) |  |
| Year completed |  |
| Date PPA was executed |  |
| Customer’s Name |  |
| Customer’s Contact Name |  |
| Customer’s Contact Phone Number |  |
| Customer’s Contact email address |  |

|  |  |  |
| --- | --- | --- |
| Type of Government or Commercial Entity: | | |
|  |  | Federal Agency |
|  |  | State Agency |
|  |  | Local Municipality (City, Town, County, etc) |
|  |  | College |
|  |  | School District |
|  |  | Commercial Business |
|  |  | Other – provide description: |

|  |  |  |
| --- | --- | --- |
| Type of System: | | |
|  |  | Roof Mounted |
|  |  | Ground Mounted |
|  |  | Parking Canopy |
|  |  | Pole Mounted |

Did your company execute a Power Purchase Agreement for this project?

|  |  |
| --- | --- |
|  | Yes |
|  | No |

What was the term of the Power Purchase Agreement in years?

|  |  |
| --- | --- |
|  | Years |

**PV Project #4**

|  |  |
| --- | --- |
| PV Project Name |  |
| Size of the PV system (kW, DC) |  |
| Year completed |  |
| Date PPA was executed |  |
| Customer’s Name |  |
| Customer’s Contact Name |  |
| Customer’s Contact Phone Number |  |
| Customer’s Contact email address |  |

|  |  |  |
| --- | --- | --- |
| Type of Government or Commercial Entity: | | |
|  |  | Federal Agency |
|  |  | State Agency |
|  |  | Local Municipality (City, Town, County, etc) |
|  |  | College |
|  |  | School District |
|  |  | Commercial Business |
|  |  | Other – provide description: |

|  |  |  |
| --- | --- | --- |
| Type of System: | | |
|  |  | Roof Mounted |
|  |  | Ground Mounted |
|  |  | Parking Canopy |
|  |  | Pole Mounted |

Did your company execute a Power Purchase Agreement for this project?

|  |  |
| --- | --- |
|  | Yes |
|  | No |

What was the term of the Power Purchase Agreement in years?

|  |  |
| --- | --- |
|  | Years |

**PV Project #5**

|  |  |
| --- | --- |
| PV Project Name |  |
| Size of the PV system (kW, DC) |  |
| Year completed |  |
| Date PPA was executed |  |
| Customer’s Name |  |
| Customer’s Contact Name |  |
| Customer’s Contact Phone Number |  |
| Customer’s Contact email address |  |

|  |  |  |
| --- | --- | --- |
| Type of Government or Commercial Entity: | | |
|  |  | Federal Agency |
|  |  | State Agency |
|  |  | Local Municipality (City, Town, County, etc) |
|  |  | College |
|  |  | School District |
|  |  | Commercial Business |
|  |  | Other – provide description: |

|  |  |  |
| --- | --- | --- |
| Type of System: | | |
|  |  | Roof Mounted |
|  |  | Ground Mounted |
|  |  | Parking Canopy |
|  |  | Pole Mounted |

Did your company execute a Power Purchase Agreement for this project?

|  |  |
| --- | --- |
|  | Yes |
|  | No |

What was the term of the Power Purchase Agreement in years?

|  |  |
| --- | --- |
|  | Years |

**PV Project #6**

|  |  |
| --- | --- |
| PV Project Name |  |
| Size of the PV system (kW, DC) |  |
| Year completed |  |
| Date PPA was executed |  |
| Customer’s Name |  |
| Customer’s Contact Name |  |
| Customer’s Contact Phone Number |  |
| Customer’s Contact email address |  |

|  |  |  |
| --- | --- | --- |
| Type of Government or Commercial Entity: | | |
|  |  | Federal Agency |
|  |  | State Agency |
|  |  | Local Municipality (City, Town, County, etc) |
|  |  | College |
|  |  | School District |
|  |  | Commercial Business |
|  |  | Other – provide description: |

|  |  |  |
| --- | --- | --- |
| Type of System: | | |
|  |  | Roof Mounted |
|  |  | Ground Mounted |
|  |  | Parking Canopy |
|  |  | Pole Mounted |

Did your company execute a Power Purchase Agreement for this project?

|  |  |
| --- | --- |
|  | Yes |
|  | No |

What was the term of the Power Purchase Agreement in years?

|  |  |
| --- | --- |
|  | Years |

**PV Project #7**

|  |  |
| --- | --- |
| PV Project Name |  |
| Size of the PV system (kW, DC) |  |
| Year completed |  |
| Date PPA was executed |  |
| Customer’s Name |  |
| Customer’s Contact Name |  |
| Customer’s Contact Phone Number |  |
| Customer’s Contact email address |  |

|  |  |  |
| --- | --- | --- |
| Type of Government or Commercial Entity: | | |
|  |  | Federal Agency |
|  |  | State Agency |
|  |  | Local Municipality (City, Town, County, etc) |
|  |  | College |
|  |  | School District |
|  |  | Commercial Business |
|  |  | Other – provide description: |

|  |  |  |
| --- | --- | --- |
| Type of System: | | |
|  |  | Roof Mounted |
|  |  | Ground Mounted |
|  |  | Parking Canopy |
|  |  | Pole Mounted |

Did your company execute a Power Purchase Agreement for this project?

|  |  |
| --- | --- |
|  | Yes |
|  | No |

What was the term of the Power Purchase Agreement in years?

|  |  |
| --- | --- |
|  | Years |

**PV Project #8**

|  |  |
| --- | --- |
| PV Project Name |  |
| Size of the PV system (kW, DC) |  |
| Year completed |  |
| Date PPA was executed |  |
| Customer’s Name |  |
| Customer’s Contact Name |  |
| Customer’s Contact Phone Number |  |
| Customer’s Contact email address |  |

|  |  |  |
| --- | --- | --- |
| Type of Government or Commercial Entity: | | |
|  |  | Federal Agency |
|  |  | State Agency |
|  |  | Local Municipality (City, Town, County, etc) |
|  |  | College |
|  |  | School District |
|  |  | Commercial Business |
|  |  | Other – provide description: |

|  |  |  |
| --- | --- | --- |
| Type of System: | | |
|  |  | Roof Mounted |
|  |  | Ground Mounted |
|  |  | Parking Canopy |
|  |  | Pole Mounted |

Did your company execute a Power Purchase Agreement for this project?

|  |  |
| --- | --- |
|  | Yes |
|  | No |

What was the term of the Power Purchase Agreement in years?

|  |  |
| --- | --- |
|  | Years |

**PV Project #9**

|  |  |
| --- | --- |
| PV Project Name |  |
| Size of the PV system (kW, DC) |  |
| Year completed |  |
| Date PPA was executed |  |
| Customer’s Name |  |
| Customer’s Contact Name |  |
| Customer’s Contact Phone Number |  |
| Customer’s Contact email address |  |

|  |  |  |
| --- | --- | --- |
| Type of Government or Commercial Entity: | | |
|  |  | Federal Agency |
|  |  | State Agency |
|  |  | Local Municipality (City, Town, County, etc) |
|  |  | College |
|  |  | School District |
|  |  | Commercial Business |
|  |  | Other – provide description: |

|  |  |  |
| --- | --- | --- |
| Type of System: | | |
|  |  | Roof Mounted |
|  |  | Ground Mounted |
|  |  | Parking Canopy |
|  |  | Pole Mounted |

Did your company execute a Power Purchase Agreement for this project?

|  |  |
| --- | --- |
|  | Yes |
|  | No |

What was the term of the Power Purchase Agreement in years?

|  |  |
| --- | --- |
|  | Years |

**PV Project #10**

|  |  |
| --- | --- |
| PV Project Name |  |
| Size of the PV system (kW, DC) |  |
| Year completed |  |
| Date PPA was executed |  |
| Customer’s Name |  |
| Customer’s Contact Name |  |
| Customer’s Contact Phone Number |  |
| Customer’s Contact email address |  |

|  |  |  |
| --- | --- | --- |
| Type of Government or Commercial Entity: | | |
|  |  | Federal Agency |
|  |  | State Agency |
|  |  | Local Municipality (City, Town, County, etc) |
|  |  | College |
|  |  | School District |
|  |  | Commercial Business |
|  |  | Other – provide description: |

|  |  |  |
| --- | --- | --- |
| Type of System: | | |
|  |  | Roof Mounted |
|  |  | Ground Mounted |
|  |  | Parking Canopy |
|  |  | Pole Mounted |

Did your company execute a Power Purchase Agreement for this project?

|  |  |
| --- | --- |
|  | Yes |
|  | No |

What was the term of the Power Purchase Agreement in years?

|  |  |
| --- | --- |
|  | Years |