

# **Universal Audenried Charter High School**



**Request for Proposal**  
**For a Solar Photovoltaic System**  
**Issued: September 17, 2025**

**Bids are due**  
**5:00 PM on Friday, October 17, 2025**

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# **1. INTRODUCTION**

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Universal Audenried Charter High School (“**School**”) invites proposals from solar energy developers (each a “**Proposer**”) to design and construct a roof-mounted solar photovoltaic system at the School (the “**System**”).

The School is interested in receiving proposals from the following:

**Direct Ownership Model:** The School will select a solar energy developer and enter into an Engineering, Procurement, and Construction (“EPC”) contract and an Operations & Maintenance (O&M) contract. The School owns the System from its construction.

## **Project Scope and Specifications**

- System size: approx. **434.1 kW**
- Production: **~533,906 kWh annually** (20% of School’s annual electricity usage)
- Interconnection: School’s existing meter and PECO distribution grid

All System related equipment must be Nationally Recognized Testing Laboratory (“NRTL”), such as UL or ETL listed for its designed use. Construction must comply with current adopted State Building Code at the time of permitting, which currently includes: International Building Code (IBC 2018), National Electric Code (NEC 2017), under National Fire Protection Association or NFPA 70 Standards, and State Fire Marshall (if applicable).

## **BASIC PROJECT DESCRIPTION**

The proposed solar energy project is 434.1 kW photovoltaic solar system installed on the roof of Universal Audenried Charter High School, located at 3301 Tasker St. Philadelphia PA 19145. The building is currently owned by the School District of Philadelphia and is leased by Universal Charter Schools. The solar energy project would be interconnected to the school’s existing electrical system and the larger PECO distribution grid, producing an estimated 533, 906 kWh, roughly 20% of the school’s annual usage.

## **SPECIFIC LOCATION OF THE PROJECT AREA**

The Solar Photovoltaic System will be installed at **Universal Audenried Charter High School - 3301 Tasker Street, Philadelphia, PA 19145**. The 742 solar modules are spread across the 16 district arrays on the sunniest and most efficient roof surfaces that Universal Audenried’s building has to offer. Majority of the panels will be mounted using ballast racking on a 10-degree tilt towards the south to maximize production on the roof surfaces. The design takes advantage of the tallest three-story roof on the east side of the building that is free from any shading from trees or higher structures. Several other arrays are located on two-story flat roofs but are set back significantly from shade from the higher three-story roof and other shading obstructions on the roof. Four small arrays take advantage of pitched roof surfaces already angled towards the south and would be highly efficient. Panels have been strategically left off of 1 story roof surfaces that are too close to shading walls as well as angled roof surfaces that are not pitched to the south. Additionally, all solar arrays are designed to abide by required fire setbacks from roof edges and leave significant space around all existing HVAC units. The solar array design intentionally leaves gaps in between large arrays to allow for maintenance workers to easily traverse the roof’s

surfaces. Additionally, large setbacks from HVAC units allow for easy access for any requirement maintenance of the HVAC units or the solar panels themselves. The string inverters for the solar arrays will be mounted on the roof adjacent to the solar arrays which will facilitate easy access for any required maintenance of the solar system.

## **2. GENERAL INFORMATION & RFP INSTRUCTIONS**

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### **2.1. KEY DATES**

<b>Date</b>	<b>Action</b>
Wednesday, September 17th, 2025, 12:00 PM	<b>RFP Release Date</b>
Monday, September 22nd, 2025, 9:00 AM	<b>Site Visit</b>
Wednesday, October 1st, 2025, 5:00 PM	<b>Deadline for Submitting Email Questions</b>
Friday, October 17th, 2025, 5:00 PM	<b>Proposal Due Date</b>

### **2.2. SITE VISIT**

The Site Visit for prospective Proposers is scheduled for **9:00 AM on Thursday September 11th, 2025**. All interested proposers will meet at **Universal Audenried Charter High School - 3301 Tasker Street, Philadelphia, PA 19145** for a walk through of the system site and interconnection routes. Participation in the Site Visit is mandatory for proposal consideration.

### **2.3. PROPOSAL SUBMISSION INSTRUCTIONS**

#### **Mandatory Proposal Contents:**

Proposers must follow the proposal contents as listed below in Section 4. Proposals that do not provide all necessary content will be rejected.

**Mandatory Proposal Format.** Submit one electronic proposal via email to [Lthreadgill@universalcompanies.org](mailto:Lthreadgill@universalcompanies.org) in PDF format with Excel and/or Word documents attached if applicable. The School may request one hard copy for records after receipt. Email timestamp will confirm receipt of proposal.

**Proposal Delivery / Mailing.** Proposals that are in electronic form (PDF, Word and Excel files) are to be emailed to:

Mr. Lawrence Threadgill  
Email: [Lthreadgill@universalcompanies.org](mailto:Lthreadgill@universalcompanies.org)  
Phone: 267-210-0376

If sending by mail, proposal can be mailed to:

Mr. Lawrence Threadgill  
800 S, 15<sup>th</sup> Street  
Philadelphia, PA 19146

- **Proposal Deadline:** Proposals must be received by:

**(Time) Friday October 17<sup>th</sup>, 2025**

Once received by the School, proposals are considered valid and may not be withdrawn, cancelled or modified for ninety (90) days after the Proposal Submission Date to give the School sufficient time to review the proposals, investigate the Proposer's qualifications, and execute the pertinent contracts with the selected Proposer.

The costs incurred by Proposers in developing its proposal are their sole responsibility, and the School shall have no liability for such cost. Any proposal submitted shall become the property of the School and will not be returned to Proposers.

An authorized person representing the legal entity of the Proposer must sign the Proposal.

## **2.4. QUESTIONS**

Any questions concerning the process and procedures applicable to this RFP, and concerning the RFP's specifications or the PPA, are to be submitted in writing by e-mail only to Mr. Lawrence Threadgill at [Lthreadgill@universalcompanies.org](mailto:Lthreadgill@universalcompanies.org).

Questions that are received by Friday, October 1st, 2025, at 5:00 PM will be answered by email and the questions and answers will be shared with all interested parties.

**Other than emails to [Lthreadgill@universalcompanies.org](mailto:Lthreadgill@universalcompanies.org) Proposers are prohibited from contacting any School employee, officer or official concerning this RFP.** A Proposer's failure to comply with this requirement may result in disqualification. No oral statements by any School staff or representatives shall be effective to waive, change, or modify any of the provisions of this RFP, and no Proposer shall rely on any alleged oral statement regarding this RFP.

### 3. PV SYSTEM STANDARDS AND REQUIREMENTS

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#### 3.1. APPLICABLE PERMITTING

The proposed solar project will be located in Philadelphia County. The zoning office's website is <https://www.phila.gov/departments/departments-of-licenses-and-inspections/permits-and-certificates/zoning-permits-and-approvals/>

The County of Philadelphia zoning ordinance covering solar installations is <https://www.phila.gov/zoning-summary-generator/?address=1601+S+33RD+ST>

**The selected developer will be responsible for securing all needed permits and complying with all applicable zoning requirements.**

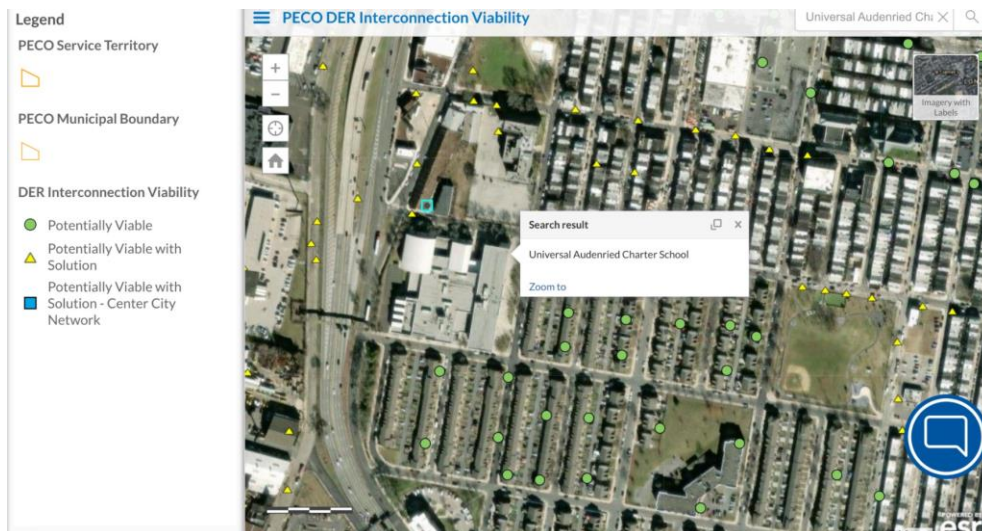
#### 3.2. DESCRIPTION OF SCHOOL BUILDING AND GROUNDS

Universal Audenreid Highschool is located at 3301 Tasker Street, Philadelphia, PA 19145. The GPS Coordinates are

**Latitude: 39.9346 Degrees North**

**Longitude: 75.1993 Degrees West**

A satellite image showing the School building and the property is shown below.



### **3.3. EQUIPMENT STANDARDS AND SYSTEM SIZING**

#### **EQUIPMENT STANDARDS**

- **Domestic Content Adder under the ITC**

The School is committed that its solar project should qualify for the domestic content adder to the solar Investment Tax Credit. This means that (a) 100% of the project's steel and iron are domestically-sourced; and (b) 40% of the total cost of all "manufactured products" that are components of the entire "facility" must be produced in the U S.

Please present pricing information both with the domestic content requirement satisfied and, if supply shortages are growing and the price premium is getting excessive, without the domestic content requirement being satisfied.

- **PV modules**

PV modules shall be a commercial off-the-shelf product, shall be UL/ETL listed, and shall be on the California List of Eligible Photovoltaic Modules:

<https://solarequipment.energy.ca.gov/Home/PVModuleList>

PV modules shall have a 25-year limited warranty that modules will generate no less than 80% of rated output under standard testing conditions (STC). PV modules that do not satisfy this warranty condition shall be replaced.

System wiring, devices and equipment shall be installed in accordance with the provisions of the NEC 2017.

- **Inverters**

Inverters shall be commercial off-the-shelf product, listed to UL 1741 and IEEE 1547, and shall be on the California List of Eligible Inverters:

<https://solarequipment.energy.ca.gov/Home/InverterSolarList>

Note, in PPL territory, the inverters shall be specifically listed to UL 1741SB and included in the PPL Electric Utilities - Approved Smart Inverter List:

<https://www.pplelectric.com/-/media/PPLElectric/At-Your-Service/Docs/REMSI/Metering-Equipment-Tables/PPL-EU-Smart-Inverter-List.ashx>

The inverter shall have at a minimum the following features:

- UL/ETL listed
- Peak efficiency of 96% or higher
- Inverter shall have operational indicators of performance and have built-in data acquisition and remote monitoring.

- The inverter shall be capable of parallel operation with the existing AC power. Each inverter shall automatically synchronize its output waveform with that of the Electric Distribution Company upon restoration of power.

- **Racking**

The School will have a rooftop system.

The mounting and racking system, shall be designed in accordance with all applicable state and local codes and standards. All structural components shall be non-corrosive (galvanized steel, stainless steel or aluminum) and shall be designed to obtain a minimum 40-year design life.

100% of any steel and iron in the racking system must be of U.S. origin.

The selected Proposer must contract with Hybrid Roofing and Renovations to ensure roof integrity, including that all brackets and penetrations are properly sealed and the roofing system remains up to standard throughout installation and maintenance.

- **Monitoring system**

The System shall include a web-based monitoring system showing system performance that can be accessed by the School as well as by the general public. Data shall be available both in real time and historical data. The public site is intended for education and outreach regarding renewable energy production and information on avoided greenhouse gas production.

All monitoring hardware and monitoring equipment shall be provided by the selected Proposer. The public site shall be maintained for the life of the solar system.

Provide networking equipment, engineering, programming, wiring, and software to allow remote connection to the School's local area network.

### **3.4. INTERCONNECTION**

The selected Proposer will be responsible for interconnecting the System with a School electric meter and PECO's local distribution system. This includes preparing all required materials for an interconnection application with PECO and obtaining PECO's consent for the interconnection. The PECO website for interconnection is: [peco.com/smart-energy/my-green-power-connection/developers](http://peco.com/smart-energy/my-green-power-connection/developers).

Proposers shall provide a site-plan with their proposal, which shows the location of the solar PV array(s), inverter(s), point of interconnection (POI) and the electric service location on the property, along with the route of conductors for interconnection per utility application requirements.

### **3.5. NET METERING / VIRTUAL METER AGGREGATION**

All of the School's electricity accounts should qualify for virtual meter aggregation under 52 Pa. Code § 75.12, provided that all the account meters are within a two-mile radius of the point of



interconnection. The selected Proposer will be expected to work with PECO so the System output can be net metered against all of the electric accounts of the School, if appropriate.

### **3.6. OPERATIONS AND MAINTENANCE SERVICE CONTRACT**

The selected Proposer will be responsible for an on-going Operations and Maintenance Service Contract with the School to ensure the System is operating well over time. This agreement should include a reserve fund for replacing equipment (such as inverters and modules) that fails outside of the warranty period.

## **4. PROPOSAL REQUIREMENTS**

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Proposers who wish to be selected by the School for this Project must submit a proposal organized by the following sections:

### **4.1. PROPOSER INFORMATION.** Provide the following information about the Proposer:

- Proposer's Point of Contact.
- Business Address, Business Owners and Managers.
- Number of Employees (Full-time Equivalents - FTEs).
- Business revenues (for 2022, 2023, 2024 and the first half of 2025).
- Solar installer certifications (NABCEP etc.) held by employees.
- Licensing: Electrical and other contractor licenses held by employees.
- Insurance: Insurance policies (carrier, type and limits) held by Proposer.
- Prevailing Wage: List experience reporting payroll for federal Davis-Bacon Act or Pennsylvania Commonwealth prevailing wage projects.
- Apprentices: List experience recruiting, employing and supervising apprentices as part of your labor crews.
- Is the Proposer on the Commonwealth of Pennsylvania list of debarred contractors? If yes, explain.
- Has the Proposer any experience with installing solar for public schools that are subject to various Commonwealth procurement laws and regulations, including the Commonwealth Procurement Code, the School Procurement Code and the Separations Act of 1913? Explain that experience and how the Proposer would comply with these procurement requirements.
- Has the Proposer or any firm, corporation, partnership or association in which it has an interest been cited for any willful or serious violations of any occupational safety and health act or of any standard, order or regulation promulgated pursuant to such act, during the three-year period preceding the proposal? If yes, explain.
- Has the Proposer or any firm, corporation, partnership or association in which it has an interest ever received one or more criminal convictions related to the injury or death of any employee? If yes, explain.
- Has the Proposer or any of its principals (regardless of the place of employment) ever been the subject of any criminal proceedings? If yes, explain.

- Has the Proposer or any of its principals (regardless of the place of employment) ever been found to have violated any state or local ethics law, regulation, ordinance, code, policy or standard or to have committed any other offense arising out of the submission of proposals or bids or the performance of work on public works projects or contracts? If yes, explain.

In addition to providing the information listed above, please include the following as exhibits to the Proposal:

***Exhibit 1.1.*** Resumes of business owners and managers.

***Exhibit 1.2.*** Business tax returns for 2022, 2023 and 2024. (Please note that the tax returns do not need to be part of the electronic files of the proposals and the hard copies will not be shared beyond the reviewing committee).

***Exhibit 1.3.*** 2024 operating budget.

**4.2. SOLAR PROJECT DEVELOPMENT EXPERIENCE.** Provide the following information about the Proposer's solar project experience:

- Total number of projects installed and total kW<sub>DC</sub> installed by Proposer in 2022, 2023, 2024 and 2025 to date. Provide this data divided between direct ownership projects and third-party ownership projects where the Proposer has ongoing project responsibilities under a PPA or lease agreement.
- Total dollar volume of projects that the Proposer installed in 2022, 2023, 2024 and 2025 to date.
- Total number of projects under contract and kW<sub>DC</sub> under contract by Proposer for installation in 2023 and 2024.
- Total dollar volume of projects under contract by Proposer for installation in 2023 and 2024.
- Total number of projects with a rated capacity of 300 kW<sub>DC</sub> or greater installed by Proposer in 2022, 2023, 2024 and 2025 to date.
- Total number of projects with a rated capacity of 300 kW<sub>DC</sub> or greater under contract by Proposer for installation in 2023 and 2024.

As exhibits to the Proposal, provide the following:

***Exhibit 2.1.*** A list of the projects (address, size, annual output and off-taker) that Proposer has installed with a rated capacity of 300 kW<sub>DC</sub> or greater in 2022, 2023, 2024 and 2025 to date, with customer contact information for each.

***Exhibit 2.2.*** A list of the projects (address, size, annual output and off-taker) that Proposer owns and operates under Power Purchase Agreements in 2022, 2023 and 2024, with customer contact information for each.

**4.3. PROPOSED SOLAR SYSTEM HARDWARE.** Provide the following information:

- Solar Modules (manufacturer and model #).
- Solar Inverters (manufacturer and model #).
- Roof-Mounting Racking System (manufacturer, model #).

- Other hardware, such as fencing, etc.
- Web-based project monitoring system.

As exhibits to the Proposal, provide the following:

***Exhibit 3.1.*** Cut sheets for the modules, inverters, racking system, fencing and monitoring system.

**4.4. PROPOSED SYSTEM DESIGN.** Discuss the proposed system design, addressing:

- Recommended System Size ( $\text{kW}_{\text{DC}}$  and  $\text{kW}_{\text{AC}}$ ).
- Recommended System Location(s). The location of the modules and the inverters.
- The dimensions of the System and estimated area required.
- The azimuth and tilt of the modules (or specify one or two-axis trackers).
- The route to interconnect the System with the School's electric service.

As an exhibit to the Proposal, provide the following:

***Exhibit 4.1.*** Electrical and site-plan drawings showing the system design and layout and the interconnection route.

**4.5. SYSTEM PERFORMANCE.** Provide System generation estimates based on the proposed System hardware and the proposed System design:

- Year One System Output (kWh) by month and for Year 1.
- Annual PV output de-rate factor.
- System Performance Guarantee. Specify the percentage of system output stated in 4.5.1 that will be guaranteed for Year One and the financial terms that will apply if the system output falls short of the guaranteed Year One performance.

As an exhibit to the Proposal, provide the following:

***Exhibit 5.1.*** Copies of PV Watts or other PV modeling software generation report.

***Exhibit 5.2.*** Copy of the proposed System Performance Guarantee.

#### 4.6. PROPOSED ENGINEERING, PROCUREMENT AND CONSTRUCTION

**PRICING.** If the Proposer is offering pricing for the project as an engineering, procurement and construction contract under the direct ownership model, provide the following price information:

- **Proposed Project Construction Budget.** Proposers must complete the following construction budget:

##### Hard costs

###### Hardware

PV modules + warranty	\$
Inverter + warranty	\$
Racking	\$
Interconnection	\$
Monitoring system	\$
Balance of System	\$

###### Installation Expenses

Electrical installation	\$
Racking installation	\$
Interconnection installation	\$
Other installation	\$
Hard Cost Contingency	\$
<i>Subtotal: Hard Costs</i>	\$

##### Soft Costs

Predevelopment	\$
System Design	\$
3rd party engineering	\$
Legal	\$
Permits	\$
Interconnection	\$
Project Management (developer fee)	\$
Soft Cost Contingency	\$
<i>Subtotal: Soft Costs</i>	\$
<b>TOTAL:</b>	\$

**4.6.2. Proposed Project Schedule and EPC Payment Terms.** Provide a **Proposed Project Schedule** for the project that includes the major project milestones listed below. For each milestone, show the projected milestone completion date (expressed as number of weeks following contract execution) and requested installment payment that is to accompany the completion of each project milestone (expressed as a percentage of the total EPC price). The Proposed Project Schedule is to include the following milestones:

- Contract Execution
- Final project design / Applications for interconnection and permits filed
- Equipment Ordered
- Notice to Proceed with Construction
- Mechanical completion
- System Commissioning
- Permission to Operate / Placed in Service

As an exhibit to the Proposal, provide the following:

**Exhibit 6.1.** Completed construction budget, in workable Excel file

**Exhibit 6.2.** Completed Proposed Project Schedule, showing timing of major milestones and requested installment payments as completed work is invoiced.

**4.6.3. Proposed Operations and Maintenance Service Contract.** Once the School selects a direct ownership model, it intends to enter into a long-term Operations and Maintenance contract for the System. As part of your proposal, submit the following:

**Exhibit 6.3.** Your pricing sheet for O&M services for the System. Include the terms and proposed language for an operations and maintenance service contract for a term of five, ten year and twenty years.

**Exhibit 6.4.** Copy of the proposed Operations and Maintenance Service Contract

**4.7 PROPOSAL SIGNATURE.** The proposal, in order to be considered a valid proposal, must be signed by a principal officer or owner of the business entity that is submitting the proposal. Such signature constitutes the Proposer's representations that it has read, understood and fully accepted each and every provision of this RFP unless an exception is described above.

Company Name  
Company Address  
Company Federal Tax Identification # XXX  
By:

\_\_\_\_\_  
[Name] [Title] [Telephone]

## **5.0. SELECTION CRITERIA**

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**5.1.** Proposals submitted in response to this RFP will be reviewed by the Board of Trustees of Universal Audenried (the “Committee”). The Committee will evaluate each proposal using a 100-point scoring system, based on the selection criteria outlined below.

**5.2. SELECTION CRITERIA.** Selection criteria will include:

**5.2.1. Overall Quality (10 Points):**

Overall quality of proposal and understanding of the intent of this Project.

**5.2.2. Experience (20 Points):**

Proposer’s experience and proficiency in PV projects of comparable size and scope and in contracting with Pennsylvania public schools or other Commonwealth entities or agencies.

**5.2.3. Implementation Capacity (15 Points):**

Proposer’s staff capacity and ability to provide timely, quality design, installation services and long-term operation of the System.

**5.2.4. Scheduling (10 Points):**

Ability to develop and adhere to a project schedule that ensures timely, high-quality design, installation, and long-term system operations.

**5.2.5. Proposed Hardware (15 Points):**

The extent to which the Proposer incorporates high-quality components and offers strong warranties on system components and labor.

**5.2.6. Value and Price (25 Points):**

The proposed EPC pricing, PPA/lease pricing, and the proposed O&M service contract pricing. (25 points)

**5.2.7. Local Staffing and Offices (5 Points):**

The School places an emphasis on supporting the local economy, and the geography of the Proposers will have some modest weight in the selection.

Some criteria (*e.g.*, appropriate licensing and insurance, strong solar experience, NABCEP certification) are considered essential for an acceptable proposal. Other items (*e.g.*, pricing, quality of references, or capacity) will be used to rank the proposals. Pricing is not the exclusive basis for selection – the School may decide to select a Proposer whose pricing is not the lowest if the proposal is found compelling for other reasons.

### **5.3. SELECTED PROPOSAL**

After evaluation of the proposals and any interviews, the School will select a Proposer for entering into negotiations for the Project. All Proposers who submitted a proposal will be informed of the selection results.

The School will select the proposal that it deems to be in the School's best interest and issue a Preliminary Notice of Award to the selected Proposer. The Preliminary Notice of Award will be subject to further discussions and negotiations with the Proposer. The making of a preliminary award to a Proposer does not provide the Proposer with any rights and does not impose upon the School any obligations. The School is free to withdraw a preliminary award at any time and for any reason.

**A Proposer has rights - and the School has obligations - only if contracts, if any, are executed by the School and a Proposer, and only to the extent of the obligations set out in such agreements. Neither this RFP nor any actions taken by the School create any obligation toward any Proposer.**

**The School may in its sole discretion, clarify, modify, amend, or terminate this RFP if it determines in its sole discretion that it is in the School's best interest. The School reserves all rights to reject any or all proposals and to negotiate contract terms and conditions in the best interest of the School.**