

SUMMARY

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. T3104 Bid Solicitation with bulletins, Solar Power Purchase Agreement, T3104 Method of Operation, T3104 Solar PPA Base Rates and Escalation Rates Sheet, Bid Proposal Form, Bid Evaluation Tool, Post Bid Review Certification, and New Jersey Standard Terms and Conditions that specifically pertain to this Blanket P.O.

1.2 SUMMARY

A. Section Includes:

1. Project information.
2. Work covered by Contract Documents.
3. Phased construction.
4. Work by Owner.
5. Work under separate contracts.
6. Future work.
7. Access to site.
8. Coordination with occupants.
9. Work restrictions.
10. Special Considerations when developing Solar PV on Property

B. Related Requirements:

1. The Power Purchase Agreement is subject to and incorporates by reference all of the terms and conditions present in the original T3104 Solar Power Purchase Agreements, awarded on December 13, 2019. In the event of any conflict between this Power Purchase Agreement and the Bid Solicitation, the Bid Solicitation will prevail.

1.3 PROJECT INFORMATION

A. Project Identification: A1322-05 Green Brook Regional Center Solar PPA

1. Project Location: 275 Greenbrook Road, Green Brook Township, NJ 08812

B. Owner / Agency: NJ Department of Human Services

1. Owner's Representative: Christian Casteel

C. Owner Consultants: The Owner has retained the following design professionals who have prepared designated portions of the Contract Documents:

1. Gannett Fleming has prepared the following portions of the Contract Documents:
 - a. E101 Overall Site Plan – Drawings Identifying Available Areas for Development / General Arrangement with Energy Yield Estimate & Electrical Service Locations

- b. Phase 1 Environmental Site Assessment Report
 - c. Environmental Desktop Review Memo
 - 1) Regional Location Map
 - 2) USGS Project Location Map
 - 3) NWI & Soils Map
 - 4) Historic Properties Location
 - d. Solar Resource Evaluation performed by Owners consultant (Greenbrook Solar Summary 10.28.24)
- D. Treasury Contract Manager: William Golubinski William.Golubinski@treas.nj.gov 609-306-9854
- 1. A Contract Manager has been engaged for this Project to serve as an advisor to Owner and to provide assistance in administering the Contract for Pre & Post Construction Phase compliance between Owner and Contractor.

1.4 WORK COVERED BY CONTRACT DOCUMENTS

- A. The Work of Project is defined by the Contract Documents and consists of the following for Vendor reference in preparing bid:
- 1. All reference documents are found in Bulletin A of this Mini-Bid.
 - a. Historical energy use data provided by PSE&G for all applicable meters
 - b. Electric one-line diagrams (from a previous project M1475-00 Generator Installation)
 - c. Site plans illustrating acceptable areas proposed by the owner for solar array development (E101 – Overall Site Plan)
 - d. Site assessment performed by Owner consultant to identify site constraints
 - 1) Surface water
 - 2) Overhead power lines
 - 3) Pipelines, sewers, and other underground utilities or identified obstructions
 - 4) Site access
 - 5) Adjacent property owners
 - e. Solar Resource Evaluation performed by Owners consultant (Greenbrook Solar Summary 10.28.24)
 - f. Site Plan with Electric Meter Location. Please refer to E101 – Overall Site Plan for this.
 - g. Environmental Desktop Review
 - 1) Land cover
 - 2) Zoning
 - 3) Wetlands and water bodies
 - 4) Soils
 - 5) Threatened and endangered species
 - 6) Floodplains
 - 7) Soil types and steep slopes
- B. Type of Contract:
- 1. Project will be constructed under a PPA (power purchase agreement)

2. Vendors are advised to comment on the PPA contract during question / answer period of the engagement, if clarification is needed related to the terms.

1.5 PHASED CONSTRUCTION

- A. Due to the limited swing space for Green Brook Regional Center employee parking at this site, the Work shall be conducted in phases. As part of the bid submission, the vendor shall provide an overall project schedule identifying how they will comply the facilities work restrictions.

The agency shall vacate ½ of the parking spaces within the allowable development areas designated as on E101 Overall Site Plan.

Developer shall provide parking lot barriers and signs to delineate areas actively in construction from reserved parking.

- B. Before commencing Work of each phase, submit an updated copy of Contractor's construction schedule showing the sequence, commencement and completion dates for all phases of the Work.

1.6 WORK BY OWNER – if applicable

- A. General: Cooperate fully with Owner so work may be carried out smoothly, without interfering with or delaying work under this Contract or work by Owner. Coordinate the Work of this Contract with work performed by Owner.

1.7 WORK UNDER SEPARATE CONTRACTS – if applicable for paving

- A. General: Cooperate fully with separate contractors so work on those contracts may be carried out smoothly, without interfering with or delaying work under this Contract or other contracts. Coordinate the Work of this Contract with work performed under separate contracts.
- B. M1578-00 Green Brook Chiller Upgrades – project is in Design Phase at this time.

1.8 FUTURE WORK – if applicable

- A. The Contract Documents include requirements that will allow Owner to carry out future work following completion of this Project; provide for the following future work:
 1. Developer will design canopies to allow for the ability to maneuver milling & paving equipment within the parking areas following the installation.
 2. For patching, refer to DOT specs for paving.

1.9 ACCESS TO SITE

- A. General: Contractor shall have limited use of Project site for construction operations as indicated on Drawings by the Contract limits and as indicated by requirements of this Section.

- B. Use of Site: Limit use of Project site to areas indicated on drawing E101 Overall Site Plan. Do not disturb portions of Project site beyond areas in which the Work is indicated without prior approval.
1. Limits: Confine construction operations to specific areas previously approved on the project schedule.
 2. Driveways, Walkways and Entrances: Keep driveways, parking entrances, loading areas and entrances serving premises clear and available to Owner, Owner's employees, Delivery Vehicles and emergency vehicles at all times. Do not use these areas for parking or storage of materials.
 - a. Schedule deliveries to minimize use of driveways and entrances by construction operations.
 - b. Schedule deliveries to minimize space and time requirements for storage of materials and equipment on-site.
- C. Condition of Existing Building: Maintain portions of existing building affected by construction operations in a weathertight condition throughout construction period. Repair damage caused by construction operations.
- D. Clean-Up:
1. The Contractor is responsible for all site clean-up and debris removal and disposal on a daily basis, including nails and fasteners. Utilize magnets to retrieve ALL nails, screws, and other metal debris.
 2. No unprotected tools, equipment, or materials will be permitted to be left on the grounds overnight. Tools shall be stored within an approved locked storage box.
 3. At the end of each workday, and prior to exiting the Facility, the Contractor shall clean-up the grounds within and adjacent to the work areas, screening for, and removing ALL construction debris. The Superintendent shall verify that the cleanup is complete.
- E. Site and Building Protection: Protect adjacent finishes, landscaping, and grounds from damage. Repair any damages created by the work.
- F. Site Restoration: At the completion of construction, restore all walkways, driveways, lawns, or plantings damaged by construction activity. The area of the site utilized by the Contractor for staging and storage must be restored to its pre-construction condition.
- G. Staging and Storage:
1. Exterior Staging and Storage Area: For placement of temporary storage boxes, temporary toilet(s) and dumpsters, the contractors should limit to the parking lot they are working on. The Contractor is prohibited from utilizing any portion of the site other than that designated as the Staging Area. Full dumpsters shall be removed at the end of the workday.
 2. Full dumpsters are not permitted to remain within the Facility overnight and shall be removed from the Facility at the end of the workday.
 3. The Contractor's Superintendent shall be onsite to accept any deliveries and whenever work of any kind, including subcontractor work, is occurring. The facility will not accept deliveries on the Contractor's behalf.
- H. Site and Building Access Restrictions:

1. Maintain 48” wide clear and unobstructed path for Fire Department access to Siamese Fire Department connections. Do not block with fences, dumpster, or stored materials.
 2. All existing fire hydrants, hose connections, walkways, gates, entrances, and exits shall be kept clear and unobstructed throughout construction.
 3. The speed limit and traffic control signage restrictions on the campus will be strictly enforced.
 4. Ladders and scaffolding must be attended while work is in progress. Never leave a ladder in position without someone in attendance. Ladders and scaffolding must be removed at the end of the day.
 5. During all on-site work, an escort will be assigned to the Contractor by each of the facilities.
- I. Temporary Fencing: The Contractor’s staging and storage areas shall be enclosed with secure temporary chain-link metal fencing. Fencing is required to be 6’-0” high with all sections attached together. The fences shall be of the type that is founded on pads and not with posts driven into the ground. All sections of the fence shall be securely clipped together. Gates for the fencing shall be padlocked and five (5) sets of keys for each lock shall be provided to the Facility. Alternatively, the Contractor may use a lock with a passcode and provide said code to the Facility.
- J. Underground Utility Survey and Protection Plan: The drawings indicate the approximate locations of underground utilities. The Contractor shall provide an underground utility detection survey and underground utility protection plan for all areas where construction is to occur, and/or heavy equipment will be utilized on-site in unpaved areas that are not covered by the areas specifically shown on the drawings. The intent of this requirement is to prevent damage to underground utilities during the construction. The Contractor shall engage and pay for an underground utility locator service to conduct the underground utility survey utilizing both electromagnetic and ground penetrating radar detection methods. The survey and plan shall be submitted for review and approval prior to commencement of on-site construction activity.
- K. Parking: The Contractor’s employees may park in the visitor’s parking areas and areas assigned by the Facility Contract Administrator only. All unattended vehicles shall be locked.
- L. SAFETY PRECAUTIONS AND PROGRAMS – The Contractor shall be responsible for initiating, maintaining and supervising all required safety precautions and programs in connection with the Work. The Contractor shall designate a responsible member of its organization at the Site whose duty shall be the prevention of accidents. This person shall be competent to review, implement and coordinate the safety programs being performed as required by Occupational Safety and Health Administration (OSHA) or any other agency having authority over safety on a State Construction Site.
1. The Contractor shall comply with all applicable OSHA regulations, relative to fall protection, operation of boom lifts, etc., where applicable, and the manufacturer’s recommendations, which shall be included with the Contractor’s Health and Safety Program. Boom lift operations, where applicable, shall be in accordance with the American National Standards Institute (ANSI) A92.2-1969 and 29 CFR, Part 1926.453 – Aerial Lifts. Fall Protection, as per 29 CFR, Part 1926.502 – Fall Protection Systems Criteria and Practices, shall also be followed, in addition to any applicable federal, state and local regulations for such activities.
 2. Pre-Project Safety Submittals

- a. Written site-specific Health and Safety Plan.
- b. All notifications and permits.
- c. All Safety Data Sheets (SDS).
- d. Written site-specific Demolition Plan relative to suppression and/or control of dust, including the prevention of migration of particulates, fumes, gases, vapors, etc., affecting and/or contaminating the surround environment, occupied areas, HVAC systems, etc.
- e. Written Respiratory Protection Plan, in accordance with 29 CFR, Parts 1910 and 1926, as applicable.
- f. Copies of all Confined Space Permits and Confined Space Training Certificates for all staff working, as applicable.

M. Hot Work

1. If hot work (welding, burning, or work involving open flame) is performed onsite as part of this Project, the Contractor is required to obtain and conform to the requirements of two (2) separate hot work permits:
 - a. The Contractor must contact the New Jersey Division of Fire Safety (DFS) to obtain a hot work permit for the duration of this Project, as required by N.J.A.C. 5:70-2.7. Application must be completed via DCA Dynamic website (<https://firesolutions.dca.nj.gov/ultra-fire-home/>) which requires account setup by the applicant. The Contractor must pay the DFS directly for this permit. The estimated cost is approximately forty-two (\$42.00) dollars for each permit and a separate permit will be required for the work to be performed at each building. The Contractor shall submit a copy of the DFS Hot Work Permit for each building to the HDC prior to commencing the roof replacement work.
 - b. The Contractor will also need to obtain a daily hot work permit from the Facility, as required by the currently adopted version of the International Fire Code, New Jersey Edition, Chapter 29 and by the State's Insurance Carrier. There is no fee for this Permit.

N. Facility Regulations Governing Contractor's Rules

1. Contractors and their employees working within the confines of New Jersey Department of Human Service Facilities must conform to regulations governing the functioning of the Facility. Questions regarding regulations should be brought to the attention of the Facility.
2. Contractors and their employees are required to have an identification badge worn in plain view above the waistline.
3. Follow the Facility's Rules and Regulations that pertain to Contractors and their employees working at the Facility. Contractors are required to remove subcontractors, or employees, who do not conform to these Rules.

1.10 COORDINATION WITH OCCUPANTS

- A. Full Owner Occupancy: Owner will occupy site (with the exception of areas vacated per the approved schedule), adjacent parking areas and all building(s) during entire construction period. Cooperate with Owner during construction operations to minimize conflicts and facilitate Owner usage. Perform the Work so as not to interfere with Owner's day-to-day operations. Maintain existing exits unless otherwise indicated.

1. Maintain access to existing walkways, corridors, and other adjacent occupied or used facilities. Do not close or obstruct walkways, corridors, or other occupied or used facilities without written permission from Owner and approval of authorities having jurisdiction.
2. Notify Owner not less than 72 hours in advance of activities that will affect Owner's operations.

1.11 WORK RESTRICTIONS

- A. Work Restrictions, General: Comply with restrictions on construction operations.
 1. Comply with limitations on use of public streets and with other requirements of authorities having jurisdiction.
 2. See Phasing Section 1.5 above.
- B. On-Site Work Hours: Normal business working hours of 8:00a.m. to 4:00p.m., Monday through Friday, unless otherwise indicated.
- C. Existing Utility Interruptions: Do not interrupt utilities serving facilities occupied by Owner or others unless permitted under the following conditions and then only after providing temporary utility services according to requirements indicated:
 1. Notify Owner not less than 7 days in advance of proposed utility interruptions. The expectation of this task shall be identified on the approved construction schedule.
 2. Obtain Owner's written permission before proceeding with utility interruptions.
- D. Noise, Vibration, and Odors: Coordinate operations that may result in high levels of noise and vibration, odors, or other disruption to Owner occupancy with Owner.
 1. Notify Owner not less than 7 days in advance of proposed disruptive operations.
 2. Obtain Owner's written permission before proceeding with disruptive operations.
- E. Controlled Substances: Use of tobacco products and other controlled substances is permitted in designated areas.

1.12 SPECIAL CONSIDERATIONS WHEN DEVELOPING SOLAR PV at Green Brook Regional Center

- A. Special Access Concerns –Due to the bulk of this work will be completed on the exterior of the facility, a daily sign-in procedure will not be required. It is mandatory that all employees wear clothing to allow for quick identification that the individuals work for the installing contractor. Any work that involves access within an office building on campus, will require the standard sign-in procedure with the security guard, compliance with the Covid / CDC guidance at the time and coordination / scheduling an agency escort.
- B. Emergency Medical Response set in place for the facility
 1. Vendor shall provide Safety Plan for project

2. Contractor shall provide adequate signage, barriers, etc. for parking lot closures.
- C. Loss of parking spaces (if any) consumed by Canopy structural supports will be considered during the Post Bid Interview
- D. Height of carport shall allow for adequate access for snow removal and paving. It will be the contractor's responsibility to provide temporary lighting to the occupied portions of the parking areas, if needed, as a result of the removals.

Use industry standard height
- E. Contractor shall consider relocation of handicap accessible parking spots during phasing and scheduling.
- F. Contractor shall maintain lighting within new canopy structure for the duration of the PPA. Parking Lot lights are owned by PSE&G.
- G. Contractor shall be responsible for removing existing lighting and poles.
- H. In addition to the minimum canopy specs provided in the T3104 Blanket PO, the Green Brook Regional Center is requiring that the canopies maintain a sealed decking concept with precipitation management.
- I. Per 3.9 of the T3104 Bid Solicitation, light fixtures will be installed on underside of structure to provide uniform parking lot lighting of not less than 1 foot candle (measured at final grade) in the covered area and access aisles; In addition to this general spec, the light fixtures installed within the canopies at this site shall utilize high efficiency LED technology with sensors.
- J. The Contractor is responsible to acquire any and all prior approvals needed for the development and construction of their system, which may include, but not limited to - soil conservation / storm water discharge / land use regulation / natural and historic resources / solid & hazardous waste / regional & federal agencies / etc.
- K. It should be noted that the Agency shall receive the annual insurance requirements / yearly statement verifying coverage from Vendor during the PPA duration.

PART 2 - PRODUCTS

- 2.1 Solar Array and Balance of System (BOS)
 - A. Each using agency must determine if it is required to specify all US materials, pursuant to relevant and applicable law.
 1. The Buy American Act is Not Applicable to this specific site engagement.
 - B. Base Rate Pricing Line to be filled in on the Bid Proposal Form must match the Vendor (Contractor's) Rate from the SOME OR ALL US MATERIALS Price List found in the T3104 Contract.
 - C. Vendor shall provide product manufacturer information associated with proposed system at Post Bid Interview to determine ratings / quality of equipment.

PART 3 - EXECUTION

3.1 MILESTONES

- A. Invitation to qualified Vendors based on anticipated System Size and Region
 - 1. Provide Vendors with Engagement Bid Package consisting of information identified in 1.4 A & B of this spec section, in addition to the Bid Proposal Form.
- B. Mandatory Pre-Bid
- C. Distribution of Bid Bulletin(s) including Meeting Minutes and responses to question / answer period.
 - 1. All questions associated with the site specific PPA agreement must be asked and answered during this period.
- D. Submittal of Sealed Bid, Proposed Schedule and a \$10,000 Bid Bond.
 - 1. See Bulletin A for details for Schedule requirements and Bid Bond.
- E. Bid Opening Process
- F. Evaluation of Sealed Bid Utilizing Bid Evaluation Tool Form & Schedule Review
- G. Notification for Interview to Three (3) Vendors providing best overall savings to the State in a timely manner.
 - 1. The 3 best value vendors will be notified by the State to send digital copies of their plan and an interview will be scheduled with all 3 vendors on the same day. During the interview process the Vendor, State representatives and the project consultant will complete the T3104 Exhibit 5 - Post Bid Interview Certification specific for the project, which includes questions regarding feasibility of the plan, schedule, approach to interconnection agreement, energy yield, design, decommissioning security approach and warranty.
- H. Vendors Post Bid Interview and completion of certification of bid verifying contract compliance with original bid solicitation pricing and adder rate.
- I. Owner's Solar consultant provides recommendation for award / not to award, based on Vendor post bid interview.
- J. Owner / Using Agency & Vendor sign PPA agreement with notification to the T3104 Contract Manager prior to execution.
- K. As part of the execution of (PPA) contract, the vendor will update and finalize the project schedule submitted with the Bid proposal. The detailed tasks required to be identified on this schedule shall align with the PPA conditions to obligations date. The details should include everything initially required in Bulletin A of this bid, but shall include additional detail not limited to:
 - 1. Submit to the State the name of all contracted consultants / engineers to design the system.

2. All Interconnection agreement tasks required by utility from first contact through final approval
 3. Site assessment visits (block of time needed) by consultants / contractors to facilitate the design effort
 - a. This effort will be further detailed as required for coordination / access with the agency
 4. Listing of all tasks and durations for site specific prior-approvals – soil conservation / stormwater discharge / land use regulation / natural and historic resources / solid & hazardous waste / regional & federal agencies / etc.
 5. Schematic design submittal to DPMC or DCA depending on project specific connection with 2 week review duration
 - a. The contractor shall provide Green Brook Regional Center with details on the location and routing methods of all transmission lines that fall outside the areas designated for development. This review will be specific to identifying proposed routing that could have an impact to operations at the facility.
 6. Design development submittal to DPMC or DCA depending on project specific connection with 2 week review duration
 7. Final design submittal to DPMC or DCA depending on project specific connection with 2 week review duration
 8. Permit submittal to DPMC or DCA depending on project specific connection with 2 week duration for issuance following Vendor issuance of checks for permits.
 9. Submit to the State the name of all contracted DPMC classified contractors to install the system
 - a. Trades requiring named DPMC contractors shall be Electrical, Structural Steel, Plumbing, Mechanical, & General Construction
 10. Notice to Proceed for installation subcontractor(s) with construction duration.
- L. Upon completion of the project permitting and necessary pre-approvals, and once the Vendor has given the installing subcontractor a notice to proceed, (*Payment & Performance bonds will be required by the Vendor at this time*), the project schedule detailed must be updated with adequate durations to reflect the Construction effort to meet the originally proposed Commercial Operation Date or Service Start Date identified in the PPA. The details should include everything initially required in Bulletin A of this bid, but shall include additional detail not limited to:
1. Kick off meeting with the Agency to confirm logistics and site requirements for performing work.
 2. Bi-weekly construction schedule look-ahead distributed – depending on complexity of system and adjacency to agency operated buildings / parking lots / etc.
 3. Schedule of any cut-overs / utility shut downs required
 4. Any work that needs to be completed as part of the interconnection agreement on the part of the utility, as it impacts the critical path.
 5. Tasks broken out by area for work to be completed associated with rough in, fixture install, and testing of components of the installed system. This may need to be broken out in greater detail, as needed for parking area canopies and coordination with the agency.
 6. Lead time for materials.
 7. DCA inspections required for rough in, fixture / component install, and final test reports to maintain schedule. Also include other inspections that may be required, such as Soil conservation kick off inspection, FAA, etc.

8. High speed internet data line and metering task
9. Provide a task for the submittal and implementation of the commissioning plan with durations.
 - a. This plan documents how the system will be functionally tested to verify proper operation. This includes all electrical test data during construction and commissioning. Provide a checkout list with completion signatures to document the commissioning progress and completion. Provide a final release for commercial operation upon completion of commissioning. This includes testing, relaying. And metering for proper inputs and trip operations.
- M. Once construction begins, the Vendor shall coordinate with the Green Brook Regional Center Owner's representative in complying with the "Goodwill & Publicity" section of the PPA. The Agency will request project information for a possible State issued press release that requires final approved project information associated with financial terms and environmental benefits from the Vendor.
- N. Commercial Operation Date and Decommissioning Security Requirement
 1. Upon the Vendor providing written notice that the system is mechanically complete and capable of providing electric energy to the delivery point, the Vendor will contract a 3rd party estimator using an estimating consultant to establish the value to be used in determining the acceptable security instrument as set forth in section 2.2 of the RFP.
 2. This Decommissioning Security Requirement must be fulfilled at least 30 days before the Commercial Operation Date. The value established by the estimator is subject to annual escalation on each anniversary of the Commercial Operation Date and in accordance to the Consumer Price Index (CPI) Inflation Calculator, as described in U.S. Bureau of Labor Statistics, https://www.bls.gov/data/inflation_calculator.htm.

END OF SITE SPECIFIC REQUIREMENTS