



## PURCHASING AND SUPPLY SERVICE

De'Nerika Johnson, MBA, CPPO, NIGP-CPP

Director of Purchasing and Supply Services

13300 Old Marlboro Pike | Upper Marlboro, MD 20772 | 301-952 6560

### REQUEST FOR INFORMATION PGCPS RENEWABLE ENERGY DEVELOPMENT SOLAR PHOTOVOLTAIC SYSTEM

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ISSUED BY:	The Department of Purchasing & Supply Services Attention: Garland Anderson, Sr. Procurement Specialist
RFI NUMBER:	RFI DSR-25-001
RELEASE DATE:	June 3, 2025
QUESTIONS DUE DATE:	June 9, 2025 @ 10:00 A.M., EST.
RESPONSES TO QUESTIONS NLT:	June 16, 2025
RFI DUE DATE:	July 3, 2025 @ 10:00 A.M., EST.
DIRECT INQUIRIES TO PROCUMENT:	<a href="mailto:Garland.Anderson@pgcps.org">Garland.Anderson@pgcps.org</a>
TECHNICAL CONTACT:	Jamee Alston, Project Manager (Do Not Contact)

#### To All Qualified Solar Providers:

##### Introduction:

The Prince George's County Public School system is seeking information from qualified solar providers to assess the feasibility and potential cost of installing a solar photovoltaic (PV) system at several facilities located throughout the school district. This RFI is intended to gather market data and technical insights to inform our decision-making process regarding a future district-wide Master Solar Contract. This endeavor branches from the [Climate Change Action Plan](#) (CCAP) approved by the Board of Education in 2022 to lead PGCPS to a greener future. The overall recommendation to reduce the carbon footprint is part of creating a more sustainable and resilient school district and aligns with the Intergovernmental [Panel on Climate Change](#) (IPCC).



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### **Request for Information (RFI) Document may be obtained by:**

- Download the RFI document by accessing the Prince George's County Public School Board's website at the following link: <https://offices.pgcps.org/purchasing/bids.aspx>
- Download the RFI document by accessing eMaryland Marketplace link: <https://ebidmarketplace.com/>

### **Project Overview:**

<b>Sites</b>	<b>Estimated Power Consumption</b>	<b>Rooftop Availability</b>
Potential sites up to approx. 60 schools  [Facility name and address of site]	(Average annual electricity usage in kWh) (TBD)	Description of available roof space, including size and orientation

### **Project Goals:**

PGCPS has released this request for information to solicit feedback from the solar PV industry regarding the implementation of energy cost-saving solutions for our schools, as well as identifying opportunities and feasibility of Solar Master Contracts and Power Purchase Agreement. According to PGCPS' sustainability and resiliency, the policy statement specifies:

*"The Board of Education of Prince George's County (Board) acknowledges that actionable, cost-effective solutions currently exist to reduce energy used by buildings and transportation managed by Prince George's County Public Schools (PGCPS). The Board is committed to generating renewable onsite energy sources at buildings, monitoring and reporting electricity used from renewable energy sources, replacing infrastructure and vehicles with zero emissions alternatives, and reducing food-related greenhouse gas emissions, among other solutions.*



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*The Board recognizes the need to reduce the school system's environmental impact by building and operating its facilities in an environmentally responsible manner to create healthy places to learn and work and to preserve the environment for future generations."*

PGCPS specifically requests feedback from solar PV Developers and Installers on the questions that follow. The responses received will directly inform elements that are incorporated into the Solar Master Contract Request for Proposal (RFP). The RFP is anticipated to be published on or before FY26. Responses to this RFI should be completed in clear and concise format. Submission instructions are provided at the end of this RFI. Briefly, the main goals are highlighted as follows:

- **(CCAP Priority #2)** Reduce the carbon footprint from PGCPS Buildings
- **(CCAP Priority #3)** Commit to renewable sources of energy
- Reduce reliance on grid electricity
- Minimize environmental impact
- Achieve cost savings through potential energy cost reductions

### **Information Requested:**

#### **(A) Technical Capabilities Such As:**

- System design options (rooftop, ground-mount, canopy, etc.)
  - Detailed Design and Engineering
    - Structural Analysis of roof to determine sufficient for solar panel load
    - PV Array Sizing and Layout
    - Sizing of cabling and conduit
    - Inverter Sizing and Layout
    - Installation Detail as required
    - Sample of Layout drawings and Pictures (see site visit schedule)
- Estimated solar production potential based on site conditions
- System sizing and component specifications (panels, inverters, racking)
- Energy production projections with performance guarantees
- Potential system efficiency and degradation rates

#### **(B) Costing Information:**

- Detailed breakdown of system costs (equipment, installation, permitting, etc.)



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- Potential financing options (if applicable)
- Estimated return on investment (ROI)
- Pricing structure (per watt, lump sum, etc.)

### (C) Project Timeline and Implementation:

- Estimated project duration from site assessment to system commissioning
- Key project milestones and timelines
- Potential permitting and regulatory considerations
- Tax Credit Application and Others

### (D) Maintenance and Operations:

- System test and operational inspection
- Post-installation operation & maintenance plan and associated costs
- Monitoring and reporting capabilities
- Warranty details for equipment and workmanship

Additional Questions		
Item	Question	RFI Response
1.	How can your company help PGCPS reach its goals to maximize savings and ensure PGCPS obtain qualified local, state, federal incentives/credits?	
2.	If Federal incentives become unavailable, based on your industry experience, what type of impact would this have on the feasibility and profitability of solar projects? How can those impacts be mitigated?	
3.	Do you offer financing options? What minimum requirements should PGCPS expect from a contractor when entering into a	



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	third-party agreement for a solar PV system. If yes, in the event that you do	
4.	Please provide detailed information on your company's experience in solar project development and installation. Years in Business? Year Installing PV? Total Number of installs? Number of installs in the Prince George's County jurisdiction? Your Maryland Public Service Commission Electricity Supplier License number.	
5.	Does your company have the capacity to incorporate roof replacement along with solar installation if needed?	
6.	Does your company have experience with green roofs?	
7.	Provide references of similar projects completed within the Pepco, SMECO, and BGE territory.	
8.	What challenges, risks, or unforeseen circumstances may arise that could potentially impact a Solar Master Contract?	
9.	What are some ways your organization is engaged with the local community if applicable?	



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10.	Do you have any professional relationships with manufacturers and distributors of solar products?	
11.	Please provide five professional references, preferably one from a Local Education Agency (LEA), if applicable. (Include Contact name, telephone, and email)	
12.	What type of roof do you work with? Metal, Shingle. Are there any exceptions?	
13.	What can your company offer students? (i.e. learning dashboards (monitors and cloud based) / Senior Project support / Scholarships / Internships)	
14.	How has your company stayed current with the latest solar PV technology and advancements?	
15.	Describe your company's solar PV decommissioning practices.	

### **REQUEST FOR INFORMATION (RFI) SUBMISSION REQUIREMENTS:**

In order to be eligible, RFI Responses must be received via eMaryland MarketPlace Advantage (eMMA) no later than **July 3, 2025, at 10:00 A.M., EST**. The RFI shall consist of the requested information as identified in this document. Providers shall retain one (1) original copy of the RFI for their files.

The electronic RFI shall show the full business address, telephone number, email and fax number of the Provider and be signed by the person or persons legally authorized to sign contracts and commit the company.

- Upon receipt and review of your submission, you may be invited to an in-person or virtual meeting with the PGCPS team.



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### **Summary:**

THIS IS A REQUEST FOR INFORMATION (RFI) ONLY to identify sources that can provide Solar Photovoltaic System to PGCPS. The information provided in the RFI is subject to change and is not binding for PGCPS. PGCPS has not made a commitment to procure any of the items discussed, and release of this RFI should not be construed as such a commitment or as authorization to incur cost for which reimbursement would be required or sought. All submissions become PGCPS property and will not be returned.

### **Disclaimer:**

This RFI is not a commitment to a contract. PGCPS intends to submit a formal Request for Proposal (RFP) for the services described in this document. The information provided will be used to evaluate potential solar providers for the future RFP. There is no guarantee that PGCPS will submit an RFP or, if an RFP is submitted, that it will occur in the same frame described in this RFI. If submitted, the RFP will be sent to providers that demonstrate adequate capabilities in response to this RFI.

**END OF RFI DOCUMENT**