



## MEMORANDUM

**To:** Staff, elected officials and committee members in participating communities  
**From:** Helen Aki, MAPC Clean Energy Program Coordinator  
**Subject:** Overview of MAPC Regional Solar Procurement  
**Date:** February 19, 2013

M.G.L. Ch. 25A §11i allows public agencies seeking to generate local renewable energy to issue a Request for Qualifications (RFQ) for solar developers that are qualified in Massachusetts to provide comprehensive solar energy management services (EMS). This procurement process can also be initiated by a regional entity on behalf of public entities in its region. The selection of a developer through a regional procurement process qualifies the developer to enter into solar EMS contracts with the participating entities, but does not bind any of the participants to entering into such contracts. Last year, MAPC put together an RFQ for solar EMS on behalf of the following MAPC municipalities: **Belmont, Beverly, Boxborough, Brookline, Chelsea, Hudson, Lincoln, Marlborough, Medford, Medway, Melrose, Reading, Sherborn, Wayland, Weston, Weymouth, and Winthrop.**

MAPC contracted with the Cadmus Group to help develop the RFQ documents, and worked with each of the 17 communities to collect potential site information to include the RFQ. MAPC received fourteen (14) responses to this RFQ, and assembled a Selection Committee of representatives from some of the 17 cities and towns to evaluate the responses. The Selection Committee members read each response and evaluated the merits of each vendor through a process facilitated by MAPC and Cadmus. The top four candidates were invited to participate in a group interview session with the Selection Committee. After the extensive review process was complete, the Selection Committee unanimously identified Broadway Electrical Co. as their top choice. **Although MAPC and Cadmus served in a facilitative role throughout this process, they were not members of the Selection Committee, and did not vote on the final vendor decision.**

This procurement process has satisfied the requirements of Ch. 25A, and all participating cities and towns are now eligible to enter into contracts with Broadway, if they so choose. MAPC has entered into a Memorandum of Understanding (MOU) with Broadway that spells out some minimum requirements for Broadway to enter into individual agreements with interested participating municipalities. MAPC strongly recommends that each city or town proceeding with a solar EMS contract additionally contract with an independent “Owner’s Agent”/consultant to represent their interests in technical and financial discussions and negotiations.

About solar EMS contracts: A solar EMS contract is a long-term (up to 20 years) service agreement that includes: **PV system design, financing, and installation; operations, maintenance and PV system removal; long-term lease of public space; electricity generated by a PV system; and a system performance guarantee.** All of these services are procured together via the Ch. 25A procurement process. A community entering into a solar EMS contract will be responsible for hosting the PV system on a municipally-owned site, and purchasing all the electricity generated by the PV system per a price schedule agreed upon in the solar EMS contract. The developer owns the PV system and generates revenue by selling electricity to the community and monetizing the tax incentives and Solar Renewable Energy Credits (SRECs) associated with solar electricity generation. The community benefits from a long-term guarantee for solar energy production without the risks of ownership.