



Request for Expression of Interest

The board (“Board”) of the City of Hartford Energy Improvement District (the “EID”) is soliciting interest and seeking information from entities looking to invest in, own, and/or partner with the EID Board in the development of clean and renewable energy projects. We primarily seek projects with potential energy and cost savings for the City and its taxpayers. Given the broad nature of this request, the EID Board is willing to review a wide variety of responses.

The EID was created by the City of Hartford, but for the purposes of procurement and contracting, the EID Board is a wholly separate entity.

Background & Goals

Hartford’s Energy Improvement District (the “EID”) was created in August of 2016 by City ordinance (Article XIV of Chapter 28, online at <http://bit.ly/CityEID>) pursuant to Conn. Gen. Stat. §§ 32-80a et seq. The ordinance requires the EID Board to promote a more reliable grid, make energy costs more predictable, deploy renewable technology, and increase the energy supply. The EID Board has interpreted this charge to mean that it must seek to ensure that energy projects get underway in the near term. Subject to relevant ordinances and regulations, EID energy projects may occur on any public or private property within city limits.

Uniquely, an EID Board can own and operate projects and distribute energy to end users. The EID Board believes that these powers, combined with control or influence over property and a future (not current) ability to bond for capital improvements, may be attractive to a private partner.

In February 2018, the EID Board adopted a statutorily required Comprehensive Plan, online at <http://bit.ly/EIDPlan>. It identifies Hartford’s innovations and achievements in the energy field, including:

- Adoption of an energy-friendly zoning code

- Installation of a 1MW solar array on the Hartford landfill
- Designation as one of the first SolSmart Gold cities
- Reduction in energy consumption of some public buildings
- Retrofit street lights citywide
- Construction of one of the first public-private microgrids in the country
- Adoption of historic preservation guidelines promoting solar
- Participation SolarizeCT
- Lobbying for the expansion of shared solar
- Current contracts for LRECs and virtual net metering
- Existence of three large district energy systems (in Downtown, the Hospital/South End, and the Capitol Area)

The EID Comprehensive Plan seeks to build on this progress. It sets forth three broad overall objectives: improve the quality of life of all Hartford residents; further commerce and industry in the city; and advance the three central goals of the City of Hartford Climate Action Plan, online at <http://bit.ly/HartfordCAP>. The goals of the Climate Action Plan include public health, economic development, and social equity.

Potential Project Sites

In drafting its Comprehensive Plan, the EID Board evaluated a wide variety of sites around the city, and identified 14 general priority locations that include both “critical facilities” and a mix of possible public and private end users in the immediate vicinity. In addition, the EID Comprehensive Plan identifies 5 locations with large-scale flat roofs in dense, residential districts, which could be appropriate candidates for shared solar. In most of the 14 general priority locations and in all of the 5 shared solar sites, there is a focus on socioeconomically challenged residents, which is in keeping with our hope of providing a clean, cheaper energy future for all.

The 14 general priority locations are classified into high-, mid-, and low-priority in the Comprehensive Plan, as follows:

High Priority:

- (1) North Meadows, an industrial neighborhood that includes a City-owned landfill, department of public works facility, and large gas station (including hydrogen fueling and Tesla superchargers)
- (2) South Meadows, an industrial neighborhood that includes a trash to energy plant, recycling facility, wholesale regional market, warehouses, hotels, and other facilities

- (3) West End, a mid-density residential neighborhood that includes a public high school, elderly housing complex, several museums, restaurants, retail, and fire station
- (4) North End (West), which includes senior housing, a senior center, various large-scale medical facilities, and housing
- (5) Bellevue Square, which includes apartments, grocery stores, and nonprofit services
- (6) South Green, which includes large-scale medical facilities, a public school complex, and temporary housing shelters

Mid Priority:

- (7) Willow Creek, which includes a 60-acre redevelopment site and two schools
- (8) Westbrook Village, which includes a 65-acre redevelopment site, two schools, a church, an Eversource substation, and nonprofit institutions
- (9) Behind the Rocks, which includes three schools, child service centers, and housing
- (10) Sheldon Charter Oak, which includes three schools, the Colt Gateway apartments, and a mix of office tenants
- (11) Downtown, which includes a convention center, hotel, university, and City Hall

Lower Priority:

- (12) North End (East), which includes a public housing project, bus depot, and school
- (13) Charter Oak Marketplace, which includes big-box retail, nonprofit and service uses, and a 13-acre redevelopment site
- (14) Colt Park South, which includes a City-owned brownfield site and a public high school

The 5 general priority locations in the following dense residential neighborhoods:

- (1) Frog Hollow, with possible flat roof at a local public school
- (2) Barry Square, with possible flat roofs at two hospitals or three public schools
- (3) Albany Avenue, with possible flat roofs at two schools
- (4) West End, with possible flat roofs at the public high school or two private apartment buildings
- (5) South End, with possible flat roofs at two public schools

The Comprehensive Plan provides more information about all of these sites, including maps of their location. However, note that full site, structural, or environmental analyses have not been done. The publicly-owned parcels within the above sites are in the first instance the most appropriate subjects for RFIs.

The EID Board is seeking opportunities to engage with partner entities in the potential development of projects primarily at these sites – or potentially others in the city.

Request for Information

The EID Board is expecting responses from entities with extensive experience in areas that include, but are not limited to, the following: customer-side distributed resources; grid-side distributed resources; combined heat and power systems; microgrids; solar power; or fuel cells. Each response must be no more than fifteen (15) pages long for the first project site, with an additional five (5) pages per additional project site.

At a minimum, each proposal must include the following:

Respondent Qualifications: A brief description of respondent qualifications, which includes:

- General qualifications of individual team members (persons or entities, as applicable)
- Short list of relevant projects, including projects in which respondent worked with a public entity with no or limited up-front capital financing, and previous experience working with a Connecticut EID
- Explanation as to how the responder is uniquely qualified to offer innovative and multi-disciplinary solutions to the challenges the EID Board faces
- Explanation of the respondent's strategic planning and management approach
- Explanation of financing of prior projects, including types and sources of capital funding included in such projects

Project Proposal (for each site): General description of the size and scope of the project, which includes:

- Identification of a chosen project site and suitability of site for the type of technology proposed
- Description of the technology proposed, including the maximum capacity of energy production and the use of any combined heat and power components
- The type of information necessary to determine whether the project would be viable, and the plan for obtaining it
- The ways in which the powers of the EID will be incorporated into the project
- Provision, if any, of grid independence
- Description of the strategy to manage future energy costs and volatility
- Potential benefits to the City
- Potential service to socioeconomically disadvantaged end users

Governance & Structure: A viable and comprehensive model for the overall governance and structure of the project. It must include an overview of legal issues regarding

distribution, governance, project ownership, and operation. The plan must also include an identification of risks to complete the project as proposed, as well as an overview describing how the respondent will minimize those risks. For shared solar projects or projects involving virtual net metering, an explanation of how recent legislation will enable the project should be discussed.

Financial Strategy: A viable and comprehensive finance plan, including a list of possible funding partners. The respondents should estimate anticipated project costs, including hard costs and soft costs to implement the project. The proposal should describe how the respondent and end users may bear the relative costs for the project. The financial strategy must reference fixed capacity charges and variable energy costs, as well as the energy rate structure. If system expansion is anticipated, an explanation of relevant financing issues must be included. Creative arrangements are anticipated and encouraged.

Selection Process

This process is intended to solicit expressions of interest. The EID Board will review submissions at its September and/or October Board meetings, in accordance with the EID Procurement Policy. Evaluation criteria include: experience (particularly the ability to attract an array of project financing), cost, viability of the governance and finance strategies, siting, environmental impact (with preference for Class I renewable resources), and potential benefits to the City and to socioeconomically disadvantaged groups.

Using these evaluation criteria, the EID Board will narrow the list of responses to a short list of respondents, which may be invited to receive a formal Request for Proposals. Expressions of interest may guide the selection of a smaller number of sites at in the RFP stage.

All costs incurred in connection with any submission hereunder are the sole responsibility of the responder and are non-refundable. The EID Board reserves the right to, at any time and for any reason, modify or cancel this Request for Information.

Responses

Responses to this Request for Information are due on or before **5 PM EST on September 14, 2018**, and must be delivered by both electronic transmission to Shubhada Kambli, EID

Procurement Officer and City Sustainability Coordinator, at shubhada.kambli@hartford.gov, and hard copy to:

Shubhada Kambli
Sustainability Coordinator
EID Procurement Officer
Office of Mayor Luke A. Bronin
City of Hartford Energy Improvement District
550 Main Street
Room 300
Hartford, CT 06103

Current City of Hartford vendors are not excluded.

Confidentiality

All responses to this Request for Expression of Interest are to be the sole property of the EID Board. Responders are encouraged not to include in their responses any documentation or information that is proprietary. All materials that are associated with this Request for Expression of Interest are subject to State laws defining Freedom of Information and privacy and all rules, regulations and interpretations arising from those laws. The Connecticut Freedom of Information Act (“FOIA”) generally requires the disclosure of a document in the possession of a public agency upon request, unless the content of the document falls within an exemption. Examples of exemptions are a “trade secret” as defined by Section 1-210(b)(5)(A) of the Connecticut General Statutes (“CGS”), and “commercial or financial information” given in confidence, not required by statute, as defined by Section 1-210(b)(5)(B) of the CGS. Confidential documentation or information must be separated and isolated from other material in the response and labeled **CONFIDENTIAL** and, in the case of a hard copy, enclosed in a separate envelope.

If the responder indicates that certain documentation or information in its response is submitted in confidence, by specifically and clearly marking such documentation or information as **CONFIDENTIAL**, the EID Board will endeavor to keep such documentation or information confidential to the extent permitted by law. The EID Board, however, has no obligation to initiate, prosecute, or defend any legal proceeding or to seek a protective order or other similar relief to prevent disclosure of any document or information pursuant to an FOIA request. As set forth below, the responder has the burden of establishing the availability of any FOIA exemption in any proceeding where it is an issue. In no event shall the EID Board or any of its staff have any liability for disclosure of documents or information in the possession of the EID

Board that the EID Board or its staff believes to be required pursuant to the FOIA or other requirements of law.

IMPORTANT NOTE: If the document or information is not readily available to the public from other sources and the responder submitting the document or information requests confidentiality, the document or information generally is considered to be “given in confidence.” A convincing explanation and rationale sufficient to justify each exemption from disclosure consistent with Section 1-210 of the CGS shall be prepared by the responder and shall accompany the response. The rationale and explanation shall be simply stated in terms of the prospective harm to the competitive position of the responder that would result if the identified document or information were to be disclosed, and the responder shall state the reason(s) why it believes the materials are legally exempt from disclosure pursuant to Section 1-210 of the CGS and/or under any other applicable State law.