



**Request for
(RFP): RFP-4**

**Proposals
B.O.S.S. -004**

Renewable Energy Technical Advisor

Milestone	Date
RFP launch date	July 9, 2025
Questions Due	July 21, 2025 by 11:59pm Eastern Time
Answers Posted	July 25, 2025
<u>Proposals Due</u>	<u>July 29, 2025 by 11:59pm Eastern Time</u>
<u>Selection Notifications</u>	<u>Aug 5, 2025</u>
Memorandum of Understanding Execution	<u>August 12, 2025</u>

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1. BACKGROUND

Black Owners of Solar Services (“B.O.S.S.”) B.O.S.S. is the nation’s largest network of underrepresented professionals in the solar photovoltaic (PV) industry. Our members include entrepreneurs, financiers, veterans, attorneys, engineers, contractors, developers, and other industry leaders. B.O.S.S. collaborates with for-profit, non-profit, and government organizations to provide the financing, technical expertise, and sponsorship opportunities needed to end these barriers and to drive success across the photovoltaic (PV) industry and beyond.

2. RFP DESCRIPTION

With the support of the Kresge Foundation, the Empowering Health and Sustainability (EHS) initiative is creating a scalable, data-driven plan to develop renewable energy infrastructure in hospitals, particularly those serving BIPOC communities. This effort aims to reduce power outages, lower operating costs, and build community wealth through partnerships with Black-owned solar businesses.

Hospitals consume about 2.5 times more energy per square foot than standard commercial buildings due to their 24/7 operations and life-saving equipment. This makes them ideal for resilient and clean energy solutions. While many have carbon reduction goals, they often lack the necessary partners for implementation. As trusted community institutions, hospitals can drive local economic development through sustainable investments.

The healthcare sector is prioritizing energy resilience and sustainability. Hospitals are seeking to diversify their supplier base, creating opportunities for minority-owned businesses. Rising energy costs are motivating institutions to explore long-term, cost-saving clean energy options. The B.O.S.S. network is poised to leverage collective expertise and partnerships.

3. PURPOSE

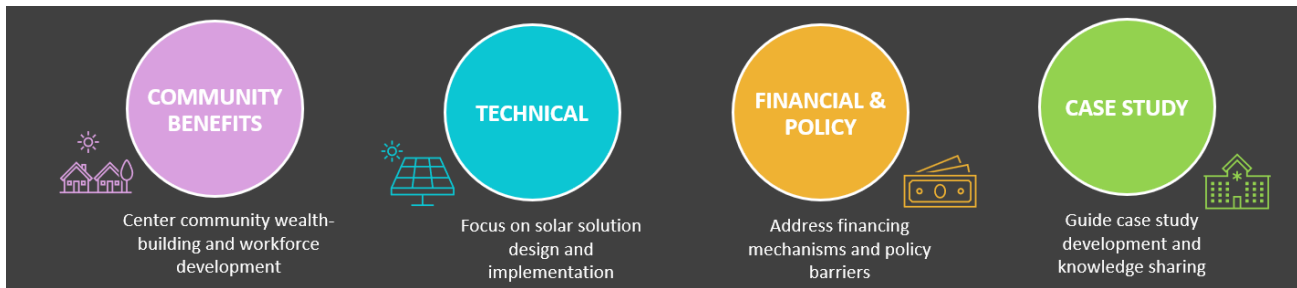
This initiative aims to create a scalable healthcare renewable energy implementation plan and knowledge base by the end of 2025, along with a portal to connect hospitals with Black-owned solar providers, setting the stage for action in 2026. Research questions will focus on:

- Energy usage patterns and solar integration opportunities
- Barriers to solar adoption in BIPOC-serving hospitals
- Strategies for operational efficiency and sustainability
- Cost-saving potential through partnerships with Black-owned solar providers
- The role of policy in enabling these partnerships
- Economic benefits for Black-owned solar businesses
- Community impacts of hospital-solar collaborations

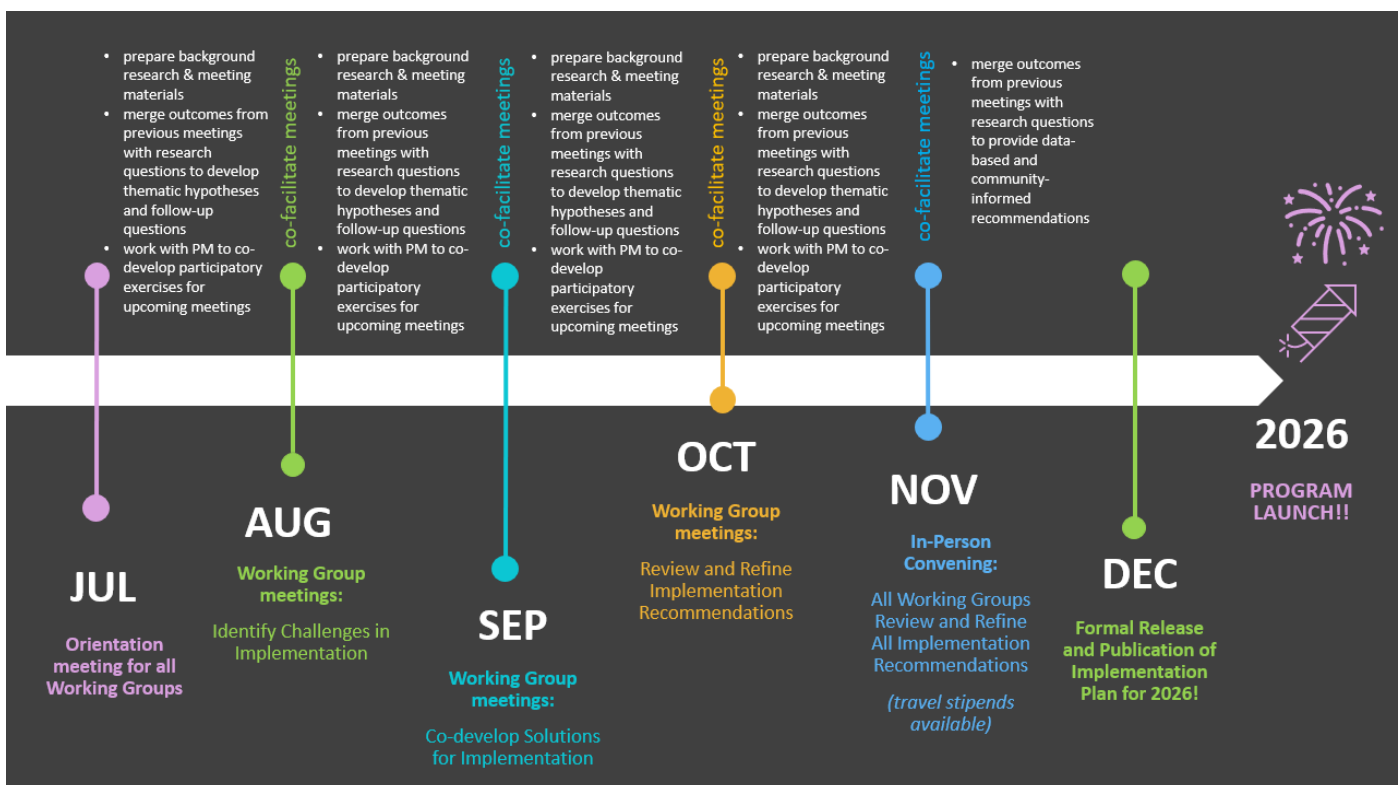
4. SCOPE OF WORK

Cross-industry Working Groups will help B.O.S.S. create a replicable, scalable, data-driven implementation plan to build out an infrastructure of renewable generation at hospitals and health systems, focused on reducing power outages and operating costs. Each working group (with approximately 10 members per group from across industries and stakeholder categories) will develop clear charters and have defined deliverables, with an emphasis on the integration of health equity goals into outcomes.

The working groups are defined below:



Each Working Group will convene for 90 minutes monthly (virtually), with an in-person gathering in November to integrate the findings of all Working Groups, and provide an opportunity to vet and peer-review recommendations before publication. The final recommendations will be released as a final report in December, with the aim of launching the pilot program in 2026. The Working Group schedule is laid out below (meeting dates TBD), along with the Advisor's role indicated in white.



The Renewable Energy Technical Advisor's role will begin in early August, and extend through mid-November. During this time, the Advisor's deliverables related to Technical Working Group are as follows:

1. Monthly (August through November)

- Prepare background research & meeting materials
- Merge outcomes from previous meetings with research questions (below) to develop thematic hypotheses and follow-up questions
- Work with Program Manager and program team to co-develop participatory exercises for upcoming meetings
- Co-facilitate meetings with Program Manager and program team

2. November

- Merge outcomes from previous meetings with research questions to provide data-based and community-informed recommendations

3. Ongoing

- a. Center health equity, community resilience and environmental justice concerns in implementable models
- b. Pursue key research questions, which could include:
 - How do hospital decision-making structures influence solar energy adoption potential?
 - What common energy vulnerabilities exist across essential hospitals serving BIPOC communities?
 - How do energy costs and usage patterns vary across different hospital types?
 - What technical considerations are most critical when designing solar solutions for healthcare facilities?
 - What selection criteria best identify hospitals ready for successful pilot implementation?
 - How do energy vulnerabilities in essential hospitals exacerbate health disparities in BIPOC communities?
 - Which departments or patient services are most at risk during energy interruptions (i.e., power outages due to storms, etc.)?
 - How can the design and implementation of renewable energy solutions (e.g., solar) be co-developed to directly address both energy resilience and health inequities in hospitals serving underrepresented communities?
 - What organizational, technical, and socio-economic barriers and facilitators most influence the integration of renewable energy in hospitals, particularly those serving marginalized populations?
 - What are the best practices for balancing technical feasibility with equity and justice outcomes in hospital energy planning?
 - What social vulnerability indicators can inform equitable hospital site selection?
 - Which standardized, equity-focused metrics most effectively capture the process and outcomes of health equity and renewable energy integration initiatives?

The purpose of the Technical Working Group states is to design, adapt, and pilot resilient solar and renewable energy solutions tailored to diverse healthcare infrastructures, prioritizing operational reliability, health outcomes, and equity. A key challenge will be designing modular, adaptable solar systems for varied hospital settings, addressing integration with health services, and bridging technical workforce and infrastructure gaps, especially in BIPOC communities. The goals of this group are to:

- Develop scalable, modular solar energy solutions optimized for hospitals serving BIPOC and marginalized communities.
- Address site assessment, integration with existing infrastructure, and resilience against interruptions.
- Identify and address technical workforce needs and barriers to deployment.
- Create documentation for standardized, replicable technical roadmaps and best practices.
- Develop scalable, health-integrated solar energy models, refined through stakeholder and hospital feedback.
- Center health equity, community resilience and environmental justice in discussions and deliverables.

In the implementation phase in 2026, the outcomes of this group will include deploying a phased, adaptable technical roadmap focused on assessment, integration, monitoring, and iterative improvement.

Activities for this group could include listening sessions, co-developing training, wealth building and benefit-sharing frameworks, and ongoing outreach. The approach should be community-centered, culturally responsive, and trust-building, with a focus on long-term, measurable, inclusive impact.

The Renewable Energy Technical Advisor will be a key component of the Empowering Health and Sustainability (EHS) initiative, driving inquiry, process and consensus within the Working Group, and providing core recommendations to the final report.

5. PROPOSAL REQUIREMENTS

Proposal submissions should not exceed 40 pages, 1" margins, 12-point font, single-spaced (excluding attachments). Submissions should include the following three sections, in addition to the attachments listed further below:

Section 1: History, Qualifications, and Experience

- **Cover Page:** Include a cover page with your organization's EIN, unique entity identifier (UEI) from SAM.gov, primary contact, and a distinct title about the specific work you will do within the scope of work provided.
- **Company Information:** Provide background on your company, including size, location, areas of operation, business model, years in operation, financial health, and organizational experience operating in solar energy relevant, include your experience working with low-income and disadvantaged communities, including using alternative underwriting approaches. Disclose any history of regulatory violations, non-compliance, or fraud. Include as an attachment your company's last three (3) years of audited financial statements and at least three (3) references as an attachment (see Appendix B - Reference Questionnaire).
- **Personnel & Qualifications:** Provide an overview of your team, including roles, responsibilities, and relevant experience. Include one-page resumes for at least three (3) and up to five (5) key personnel (see Appendix A – Template Resume).

Section 2: Technical Proposal

- **Approach:** Describe your approach to completing aspects of the Scope of Work.
- **Subcontractors:** Describe the use of contractors (if applicable) and your approach to communicating with, supervising, and assuring performance/compliance of subcontractors, in addition to prior experience with any specific subcontractors.
- **Other services:** Describe any other services you can or would like to provide, as related to the Scope of Work. Note that costs for these additional services will not be determined by this RFP, and should be excluded from the cost proposal below (or, if included, priced separately).

Section 3: Cost Proposal

- **Fees:** Provide a cost proposal that includes a detailed and comprehensive description of any fees your company proposes.

6. ATTACHMENTS

- One-page resumes for at least three (3) and up to five (5) key personnel. (See Appendix A – Template Resume)
- At least three (3) professional references from site hosts, customers, or finance institutions with whom you have completed similar projects. Include contact information and a brief description of the work performed. (See Appendix B - Reference Questionnaire. Completed Reference Questionnaires should be submitted directly to B.O.S.S. by reference.)
- Section 3 Cost Proposal – Lease model (.xlsx)
- The last three (3) years of audited financial statements.
- Additional attachments may be included but are discouraged and should be kept to a minimum.

7. EVALUATION CRITERIA

Proposals will be evaluated based on the following criteria and will be consistently evaluated and scored based on the following factors and relative weight.

EVALUATION CRITERIA	WEIGHT (%)
Technical Expertise	20
Approach and Methodology	20
Background Centering Equity in Project Outcomes	15
Stakeholder Engagement Experience	15
Costs	15
References	15
OVERALL	100%

8. SUBMISSION INSTRUCTIONS

Submit your proposal electronically to info@blacksolar.org with the subject line “Renewable Energy Technical Advisor RFP” no later than 11:59pm Eastern Time on July 29, 2025. Responses must be provided as attachments to an email. It is recommended that attachments with file sizes exceeding 25MB be compressed (i.e., zipped) to ensure message delivery. Late submissions will not be considered. Only electronic responses will be accepted.

B.O.S.S. will not respond to individual submissions or publish publicly a compendium of responses. A response to this RFP will not be viewed as a binding commitment to develop or pursue the project or ideas discussed.

9. QUESTIONS

All questions regarding this solicitation shall be submitted to info@blacksolar.org with the subject line “Renewable Energy Technical Advisor RFP Question” by July 16, 2025 at 11:59pm Pacific Time. B.O.S.S. targets posting answers on its website on July 23, 2025.

10. TERMS AND CONDITIONS

B.O.S.S. reserves the right to accept or reject any or all proposals, and to negotiate with any respondent. All materials submitted as part of the proposal become the property of B.O.S.S. and may be used as deemed necessary. The selected vendor(s) will be required to enter into a formal contract with B.O.S.S.

Appendix A – Resume Template

A Microsoft Word version of Appendix A is available for download [here](#).

Name of RFP Respondent (Firm):			
Individual's Name:			
Individual's Title:			
Years in Classification:		Years with Firm:	
BRIEF SUMMARY OF PROFESSIONAL EXPERIENCE Include a summary of the proposed individual's professional experience.			
RELEVANT EXPERIENCE Include timeframe, company name, company location, position title held during the term of the contract/project and details of the contract/project.			
EDUCATION Include institution name, city, state, degree, and/or achievement and date completed/received.			
CERTIFICATIONS Include type of certification and date completed/received			

Appendix B – Reference Questionnaire

A Microsoft Word version of Appendix B is available for download [here](#).

1. BUSINESS REFERENCE INSTRUCTIONS

Black Owners of Solar Services (B.O.S.S.) requires business references for each RFP response.

- RFP respondents should provide Appendix B to every organization providing a business reference.
- Completed questionnaires should be submitted to info@blacksolar.org with “**B.O.S.S. RFP Programs**” in the subject line.
 - **Do not return the Reference Questionnaire to the Proposing Vendor.** References must be submitted to B.O.S.S. by the entity writing the reference.
- The completed Reference Questionnaire must be received no later than the due date in *Section 2*.
- In addition to collecting the Reference Questionnaire, B.O.S.S. may contact references by phone.
- B.O.S.S. requests all questions be answered.
- If an answer is not known, please answer as ‘U/K’.
- If the question is not applicable, please answer as ‘N/A’.
- If additional space is needed to answer a question or provide a comment, please attach additional pages.
- If attaching additional pages, please place your company/organization name on each page and reference the appropriate RFP number.
- B.O.S.S. will treat completed Reference Questionnaires as confidential. B.O.S.S. will not disclose submitted references but will confirm if a reference has been received.

2. REFERENCE INFORMATION

Company Providing Reference:	
Contact Name:	
Contact Title:	
Contact Phone:	
Contact Email Address:	

3. REFERENCE QUESTIONS

Provide a numerical rating corresponding to the below rating methodology.

Category	Rating
Poor or Inadequate Performance	0
Below Average Performance	1-3
Average Performance	4-6
Above Average Performance	7-9
Excellent Performance	10

QUESTION	COMMENT	RATING
In what capacity have you worked with this vendor in the past?		
Rate the vendor's knowledge and expertise.		
Rate the vendor's flexibility relative to changes in the project scope and timelines.		
Rate your level of satisfaction with soft and/or hard copy materials produced by the vendor.		
Rate the dynamics/interaction between the vendor and your staff.		
Rate your satisfaction with the products developed by the vendor.		
Rate how well the agreed upon, scope of work and planned schedule was consistently met and deliverables provided on time and per specifications.		

Rate the overall customer service and timeliness in responding to customer service inquiries, issues, and resolutions.		
Rate the knowledge of the vendor's assigned staff and their ability to accomplish duties as contracted.		

