



Request for Proposals (RFP): RFP-B.O.S.S. -001

Curriculum, Education, and Training to expand access to Clean Energy Financing and Capacity-Building Resources

Milestone	Date
RFP launch date	July 1, 2025
Questions Due	July 8, 2025, by 11:59pm Eastern Time
Answers Posted	July 15, 2025
<u>Proposals Due</u>	<u>July 21, 2025, by 11:59pm Eastern Time</u>
<u>Selection Notifications</u>	<u>July 28, 2025</u>
Memorandum of Understanding Execution	<u>August 4, 2025</u>

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1. BACKGROUND

Black Owners of Solar Services ("B.O.S.S.") received a \$7 million grant from Inclusive Prosperity Capital, Inc. (IPC), on behalf of the Community Power Coalition. B.O.S.S. is issuing this Request for Proposals (RFP) to develop a list of prequalified firms to support the implementation of the federally funded 'Powering America Together' Solar for All program (Program). B.O.S.S. will enable low-income and disadvantaged communities (LIDAC) around the United States to implement and benefit from solar energy. With a strategic focus on capacity-building education and outreach, B.O.S.S. is developing a program specifically working with Low-Income and Disadvantaged Communities (LIDACs), promoting access to clean energy, particularly community solar projects. Deeply rooted in B.O.S.S.'s mission, our new program will focus on business advancement opportunities, job creation, and community ownership within these communities, with a focus on environmental justice initiatives. B.O.S.S. is a nonprofit organization dedicated to leading actionable solutions for sustained access to equitable opportunities in clean energy production, distribution, and storage. B.O.S.S. programs are designed to accelerate clean energy growth in states, reduce energy costs, create jobs, and meaningfully address the sustainability of the community through outreach, engagement, mentorship, and creating a robust consumer-based market.

2. RFP DESCRIPTION

B.O.S.S. seeks proposals from qualified vendors to develop and deploy education and resources, expand community-building programming, and streamline efforts centered around working development. B.O.S.S. wants to receive RFPs from qualified vendors who can develop, implement, execute and evaluate the following immediate efforts:

- Developing **community solar projects** designed to benefit LIDAC residents by offering hands-on technical assistance to qualified project developers for predevelopment and development on grid interconnection, deployment, siting and permitting, and other project challenges.
- **Capacity building programming** for community solar developers such as mentorship programs, technical assistant programs, and a virtual marketplace that supports consumers and businesses.
- **Advocacy for policies** supporting community solar development in LIDACs.
- **Workforce development** initiatives to create local jobs within the clean energy sector by designing and implementing a learning community program and engaging a diverse range of mission-driven developers.
- Coordinate program efforts with the **local workforce development ecosystem**, making connections necessary with players such as unions, community colleges, pre-apprenticeship programs, and other training efforts.
- Reporting and compliance through the collection of data from projects and performance to inform reporting through semi-annual performance report and semi-annual transaction-level and project-level data submitted

To be considered, proposals must be submitted by the deadline of 11:59pm Eastern Time on July 21, 2025. This is a strict deadline. No proposals will be accepted after this deadline.

3. PURPOSE

Our goal is to greatly increase the number and capacity of mission-driven, community-based solar developers committed to delivering multiple meaningful benefits for Americans in low-income and disadvantaged communities (LIDACs) through community solar (CS) projects. B.O.S.S. members are committed to serving the needs of LIDACs, and B.O.S.S. will provide training and expertise to developers, lenders, trainers, and technical assistance (TA) providers, as well as members who bring expertise in workforce development (WD), BIPOC entrepreneurship, and policy. The Program is designed to live well beyond the funding period and provide infrastructure for lasting market-building capacity and impact.

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4. SCOPE OF WORK

Selected providers under B.O.S.S. will be responsible for providing education, training, and community-based engagement programs that will continue long after this initiative is complete. B.O.S.S. will provide the following services, tasks, milestones, and deliverables to advance the work of the Community Power Coalition as outlined below and in the attached Approved Timeline.

- Program development, administration, and governance
 - Provide input and oversight into CPC's participatory governance plan
 - Review CPC outcomes and metrics and Program dashboard as needed and annually and make recommendations on FA and TA funding allocations and modifications to FA Products and TA programming and other Program activities
- Capacity building
 - Work to create capacity-building programming for solar project development companies serving or located within LIDACs
 - Mentorship program coordinated by B.O.S.S. that pairs new, LIDAC-serving developers with experienced developers
 - Recruit and engage a diverse range of mission-driven developers serving diverse community types
 - Provide tools through our TA program that assist developers to work with a diverse range of community types
 - Create virtual marketplace to support consumers and businesses
- Education and outreach
 - Design and implement a learning community program
 - Design and implement a mentorship and capacity building program for DBE solar entrepreneurs
 - Create culturally inclusive consumer education materials describing both the benefits of community solar and important consumer protection issues; provide on ongoing basis to developers and communities engaging with Program
 - Develop training and TA materials that will help to support developers in their community engagement work; provide ongoing through TA programming
 - Conduct regular learning community webinars around development topics
- Technical assistance
 - Offer hands-on TA to qualified project developers for predevelopment and development on grid interconnection, deployment, siting and permitting, and other project challenges
 - Identify, vet, and procure as needed additional TA providers

- Policy support
 - Perform market research and analysis
- Workforce development
 - Coordinate Program efforts with local workforce development ecosystem, making connections as necessary with players such as unions, community colleges, pre-apprenticeship programs, and other training efforts
 - Coordinate effort linking developers and their contractors with the workforce ecosystem in their communities
- Reporting and compliance
 - Collection of data from Projects and performance to inform reporting to EPA
 - Semi-annual performance report and semi-annual transaction-level and project-level data submitted
- Program evaluation
 - Perform program evaluation activities

Please note that B.O.S.S. is responsible for marketing, outreach and customer acquisition to prospective Customers. However, selected providers can also engage in marketing, outreach, and customer acquisition at their discretion, provided they represent B.O.S.S. accurately and any Customer(s) who ultimately participate meet B.O.S.S.'s eligibility requirements.

The Scope of Work may be altered to accommodate necessary changes agreed upon between B.O.S.S. and the selected providers during the contract negotiations phase of this RFP.

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 operational approach to completing aspects of the scope of work
- **Organizational capacity plan:** Describe your plan for scaling up organizational capacity (staffing, software, and other resources) to deliver on this proposed contract.
- **Subcontractors:** Describe the use of contractors and your approach to communicating with, supervising, and assuring performance/compliance of subcontractors, in addition to prior experience with any specific subcontractors.
- **Technology:** Detail products your team or subcontractors have training and experience with, that will be used as part of your work with B.O.S.S.
- **Tax Benefit Monetization:** Describe your proposed approach for federal tax monetization (including ITC and MACRS), and your openness and preferences for B.O.S.S. providing a tax credit bridge loan for the portion of the tax credit.
- **Renewable Energy Certificates (RECs):** Provide details about your REC monitoring and monetization strategy. Do you already have a REC buyer you prefer to work with? Can the work you do on the program lead to individual academic credits, badging or other certifications?
- **Federal compliance:** Describe your organization's policies, procedures, and experience in complying with key federal requirements, as applicable, including reporting, Build America Buy America, and Davis Bacon and Related Acts.
- **Other services:** Describe any other services you can or would like to provide, such as resident income verification or marketing and outreach. 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.

A. History, Qualifications, and Experience (35%)

- Demonstrated experience in developing and implementing solutions in this space.
- Demonstrated experience using alternative underwriting approaches and/or working with low-income and disadvantaged communities.
- Demonstrated work to create capacity-building programming for solar project development companies serving or located within LIDACs
- Financial health is evidenced in financial statements to sustain projects of applicable size and scope.
- Proven track record of servicing and maintaining education and training projects on time and within budget.
- No history of regulatory violations, non-compliance, or fraud per background check.

B. Technical Proposal (30%)

- Clarity, feasibility, and reasonableness of pricing, structuring, and implementation.
- Ability to meet applicable minimum and/or preferred requirements.
- Evidence of ability to comply with all relevant federal requirements, such as Davis Bacon and Related Acts (DBRA), Build America, Buy America (BABA).
- Tax credit and REC monetization strategy maximizes overall project benefits.

C. Cost Proposal (35%)

- High cost-effectiveness and efficient use of federal funds.
- Maximum financial benefits provided to Customers.

8. SUBMISSION INSTRUCTIONS

Submit your proposal electronically to info@blacksolar.org with the subject line "IPC LIDACE RFP" no later than 11:59pm Eastern Time on July 18, 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 "IPC LIDAC RFP Question" by July 8, 2025, at 11:59pm Eastern Time. B.O.S.S targets posting answers on its website on July 15, 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 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.) require 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 “**IPC LIDAC RFP Reference**” 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.		

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