



Invitation for Bids (IFB) for Subcontractor Services

Issued by: California Parenting Institute dba Child Parent Institute

Issue Date: May 05, 2025

1. Introduction

The Child Parent Institute (CPI) is seeking qualified subcontractors to provide solar installation and related energy system upgrades for the development of a Community Resilience Center (CRC) located at 3650 & 3642 Standish Avenue, Santa Rosa, CA 95407. The purpose of the CRC is to ensure uninterrupted access to essential services during emergencies and promote long-term energy resilience for the surrounding community. We invite experienced and licensed firms to submit a proposal in response to this Request for Proposals (RFP)

2. Scope of Work

The selected subcontractor will be responsible for the following tasks:

Task 1: Solar PV Installation

Design and install an 183 kW rooftop solar photovoltaic system, including all necessary mounting structures, inverters, and interconnection equipment.

Task 2: Battery Energy Storage System (BESS)

Provide and install a 1 MWh battery energy storage system to support the solar PV system, including integration into the facility's energy management system.

Task 3: Electrical Utility Upgrade

Upgrade the electrical utility service, including installation of a new electrical panel in accordance with project specifications and local utility requirements.

Task 4: Rewire for Heat Pump Systems

Reconfigure and upgrade electrical infrastructure to support the installation of energy-efficient heat pump HVAC systems.

**Task 5: Underground PG&E Coordination**

Install and/or coordinate underground utility connections with PG&E, including trenching, conduit installation, and necessary inspections.

Task 6: Labor, Materials, and Equipment

Provide all labor, materials, equipment, and tools required to complete the above scope of work.

Task 7: Code Compliance and Permitting

Ensure all work is performed in compliance with local, state, and federal codes, including securing necessary permits and inspections.

3. Proposal Requirements

Please include the following in your proposal submission:

Company Profile

A brief background of your company, including years in operation, services provided, and any relevant project experience.

Licensing and Certifications

Documentation of all applicable contractor licenses, OSHA certifications, and specialized credentials relevant to energy and electrical work.

Prevailing Wage Compliance Statement

All contractors must adhere to all prevailing wage requirements under California law, including the submission of all necessary documentation to demonstrate compliance with applicable labor standards. As this is a state-funded public works project, all contractors must adhere to the California Labor Code which requires payment of local prevailing wages to workers and laborers on state government contracts.

Project Approach and Timeline

A clear outline of your proposed project methodology, phasing, and estimated schedule for completion.

Detailed Cost Estimate

A comprehensive breakdown of all costs, including labor, materials, equipment, overhead, and contingencies.



Past Performance and References

Examples of at least three similar projects completed within the past five years, including references with contact information.

4. Submission Instructions

Submission Deadline: May 20, 2025 by 5:00 PM

Submit Proposals To: Child Parent Institute, 3650 Standish Avenue, Santa Rosa, CA 95407

Questions Due By: May 12, 2025

Point of Contact: Lizbeth Torres, Community Resilience Center Director lizbetht@calparents.org

5. Evaluation Criteria

Proposals will be evaluated based on the following criteria: experience and qualifications, cost, timeline and capacity, references and past performance. The selected vendor will offer the lowest cost while also meeting all procurement requirements—being responsive to the solicitation and responsible in demonstrating the capability to fulfill the contract.

6. Schedule

RFP Issue Date: May, 5, 2025

Proposals Due: May 20, 2025 by 5:00 PM

Award Notification: May 23, 2025

Work Start Date: July 2025

7. Additional Information

All bidders must comply with applicable labor laws and safety regulations.

Child Parent Institute reserves the right to reject any or all proposals and to negotiate terms with the selected subcontractor.