

East Bay Community Energy

Disadvantaged Community & Community Solar Green Tariff

Request for Offers

**Attachment C: Project Narrative Template**

**Instructions**

Respondents should submit a brief narrative of the proposed project and vendor qualifications. This narrative will be primarily used as a reference for specific project details that are not fully captured in the Offer Form templates and for further assessment of proposals.

The project narrative must include the following sections in the order listed below. Further instructions for each section are provided below in *italicized text*.

1. **Project summary**
	* *Brief summary of project including location, sizing, and any relevant high-level details (1-2 paragraphs)*
2. **Project details summary table**
	* *Should include project name, location city and county, capacity size, energy sizing (duration), COD, and pricing ($/kWh)*
3. **Detailed site description**
	* *Detailed description of the current land use of the project footprint, including a detailed site map*
	* *Describe the project’s proposed interconnection, including proximity to transmission interconnection and any new interconnection facilities that would need to be built*
4. **Project risk**
	* *Brief overview of project risks, particularly related to status of:*
		1. *Project interconnection*
		2. *Site control and permitting*
		3. *Environmental zoning, studies, and permitting*
		4. *Financing*
5. **Community experience**
	* *Describe what benefits the project provides the community in which it is located, including EBCE member agency partnership or co-investment, and grant eligibility.*
	* *Describe completed or planned community outreach and communications strategy.*
	* *Describe bidder’s previous experience in community engagement, either in the community in which the project is located, or others.*
6. **Developer experience**
	* *Brief description of developer experience, particularly as relates to previously completed projects of a similar scope and scale.*
7. **Workforce Development Plan**
	* *Description of how workforce development and job training will be incorporated into project development efforts, including how the project meets the Workforce Development Plan evaluation criteria described* ***in Section 4: Evaluation Criteria and Selection Process.***
8. **Offer variants**
	* *Description of additional variants the Respondent would like EBCE to consider.*
	* *If the Seller would like to propose offer variants beyond the one proposed in the Offer Form Template, these variants may be described in text in this section. These additional variants may not be submitted as offer form templates and will not be evaluated in the quantitative evaluation phase but may be assessed for additive value if the initial proposal is chosen for shortlisting consideration.*
		1. *Alternative offers that might be proposed in this section include distinct CODs, alternative pricing schemes, alternative SC arrangements, or any other arrangements that may provide additional value.*
9. **Letter of Commitment** (CSGT projects only)
	* *For CSGT projects only, the project must attach the sponsor Letter of Commitment, as referred to in* ***Section 3: Eligibility****, which must contain at minimum:*
		1. *Demonstration of substantial interest of community members in subscribing to Project;*
		2. *Estimated number of subscribers, with justification to ensure Project is sized to likely demand;*
		3. *A preliminary plan to conduct outreach and recruit subscribers, including monolingual and hard to reach customers, (which may be conducted in conjunction with the developer and/or EBCE); and*
		4. *Siting preferences, including community-suggested host sites, and verification that the site chosen for the bid is consistent with community preference.*