Cal Poly Humboldt
Schatz Energy Research Center

Request for Qualifications

Consulting engineering services supporting three community microgrid projects

Introduction

Following the successful deployment of three local microgrids (Blue Lake Rancheria Community Microgrid, Blue Lake Rancheria Solar+ Microgrid, Redwood Coast Airport Microgrid), the Schatz Energy Research Center (Schatz Center) at Cal Poly Humboldt is leading the development of three new megawatt-scale community microgrid projects in Humboldt County, California. We seek to partner with a consulting engineering firm to help develop civil, structural, and electrical plans and specifications, and cost estimates. This partnership will support delivery of three community microgrid projects that are funded under a combination of federal and state grants and other sources. Each of the three projects are being deployed along the same timeline with anticipated commercial operation dates in Q4 2029.

The desired partnership structure is a Task Order Services Agreement (TOSA) between the selected consulting engineering firm and Cal Poly Humboldt Sponsored Programs Foundation, on behalf of the Schatz Center. The anticipated term of the TOSA is three years, covering the design, procurement, construction, and commissioning phases.

Upon full execution of the TOSA, Task Orders will be individually negotiated for tasks in each community microgrid project to support development of construction documents.

Land survey, geotechnical reports, and environmental mitigation measures will be provided by the Schatz Center or others to support execution of each Task Order. Preliminary electrical site plans, single line diagrams, civil site plans, and general arrangement drawings will be provided as bridging documents for each project. Respondents are requested to cover the civil, structural, and electrical engineering disciplines with their responses and are encouraged to team with other firms to cover those disciplines if necessary.

Electrical engineering work will involve both medium and low voltage electrical systems, short circuit coordination, arc flash labeling, and ground grid design; controls engineering will be provided by the Schatz Center. Civil engineering work will involve grading plans, foundations, drainage, and other features typical of un-occupied megawatt-scale electrical generating facilities where solar, batteries, and packaged emergency diesel generator sets are used. Structural engineering work will primarily involve anchoring pre-fabricated equipment and CMU walls; no custom buildings are planned and the sites will normally be unoccupied. If a team of engineering firms is selected, the Schatz Center will expect the prime engineering firm to manage the other firms and act as the main point of contact during the period of performance.

Approximately $1.5M is available to fund the planned TOSA in support of this work.

Engineering Roles and Responsibilities

For these projects the Schatz Center plans to limit our primary scope of engineering services to microgrid protection and controls, interconnection engineering, and owner's engineering for the site hosts. The balance of engineering services is being sought by this RFQ, including but not limited to:

- Engineering Plans (60%, 90%, 100% stamped and issued for permit, As-Built)

    - Civil plans and details
    - Structural details
    - Electrical plans and details
    - Note: The Schatz Center will manage the overall planset creation for each project in collaboration with contributing partners
- Civil, structural, and electrical specifications
    - In collaboration with the Schatz Center regarding overall technical integration and BABA/Domestic Content requirements
- General electrical engineering support as specified by Task Order, for example,
    - Support for interconnection process
    - Support for CAISO New Resource Implementation Process
    - Support for PG&E Microgrid Islanding Study under the Community Microgrid Enablement Tariff
    - Storm water pollution prevention plan
    - Construction support for submittals, RFIs, Change Orders, Inspections
    - Support for commissioning and testing

The Schatz Center will provide:

- Planset specifications including the following types of plansheets:
    - Title sheet
    - General notes and abbreviations
    - Environmental mitigations
    - General arrangement
- Coordination of construction document preparation
- Network and data flow diagrams
- Configured microgrid protection and control systems (hardware and software)
- Generation and interconnection equipment specifications, including but not limited to:
    - Primary service interconnection switchgear
    - Microgrid generation and energy storage equipment:

        - Such as inverters, battery energy storage systems (Lithium Ion and Vanadium Redox Flow), and/or emergency diesel generators
- Control Hardware-In-the-Loop Testing of microgrid protection and control systems
    - In collaboration with contract electrical engineer(s) of record and PG&E engineers
- Design review of work products from engineering partner(s)
- Overall commissioning plan and management
- Interconnection engineering
    - Facilitation of the community microgrid interconnection process with PG&E
    - Submission of interconnection applications
    - Applicant Engineer under PG&E's Community Microgrid Enablement Tariff rules
    - Pre-energization testing plan and management
        - Contract with NETA certified testing company
    - Pre-Parallel Inspection plan and management
    - Islanded Functional testing plan and management

Project Deployment Timelines

The indicative project schedule is shown below.

Year ->	2025	2026				2027				2028				2029				2030				2031		
Calendar Quarter ->	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3
Task 1	Project Management and Planning																							
Task 2		Major Contracting																						
Task 3	Engineering Design																							
Task 4			Interconnection and HIL Testing																					
Task 5	Environmental Approvals																							
Task 6							Major Procurement																	
Task 7											Construction and Deployment													
Task 8											Documentation and Training													
Task 9													Commissioning											
Task 10																	Measurement and Verification							

Request for Qualifications Process

The process is described below including requested information, submission of questions, selection criteria, and timeline.

Requested Information

Please include the information listed below in an organized response by Oct 16th, 2026, 5:00 PM. If a response represents more than one engineering firm teaming to provide the requested services, the prime engineering firm should prepare the response and each entity comprising the team should be described in the responses as applicable.

Please respond to each item below with acknowledgement of the prompt, at a minimum. Lack of a detailed response for a given item is not disqualifying.

- Project Understanding
    - Provide a brief description of the overall effort that your firm would be supporting and your approach to contributing to the success of the team.
        - Include a summary of anticipated challenges
- Statement of Qualifications
    - General Description of company
        - Years in business
        - Geographic extents of business activity
        - Organizational structure
        - Statement of company vision and values
    - Description of California-based operations
        - Office locations
        - Number of engineers licensed in the State of California
            - Civil
            - Structural
            - Electrical
        - Indicate which office would be our primary point of contact

        - Estimate the fraction of engineering labor hours expected to be worked by staff living in California
    - Brief descriptions of recent projects demonstrating experience with:
        - Microgrids
            - Note whether or not they are operational and whether or not they are capable of automatic islanding
        - Energy generation and storage technologies (provide nameplate capacities)
            - Battery Energy Storage Systems
            - Solar Electric System
            - Small Low-Impact Hydroelectric Systems
            - Tier 4 Diesel Generators
        - Medium Voltage electrical engineering
        - Medium Voltage electrical distribution system protection
    - Description of experience working (i) with Native American Tribes, (ii) in remote rural areas of California, and (iii) in high wildfire risk areas
        - Include list of projects completed within past ten years or in currently progress with brief description of each
    - Description of working with PG&E
        - Experience with service planning, electrical grid interconnection, distribution planning and engineering, including as applicable:
            - Primary Service Design
            - Generator Interconnections
                - Front-of-Meter
                    - Small Generator Interconnection Agreement
                    - Wholesale Distribution Tariff
                    - CAISO New Resource Implementation Process
                - Behind-the-Meter
                    - Rule 21
            - Community Microgrid Enablement Tariff
                - Community Microgrid Enablement Program

        - Microgrid Incentive Program
        - Microgrid Islanding Study
- Rate Schedule with anticipated annual escalation from present day through the end of 2030
    - The following types of roles are envisioned to be filled by the selected engineering partner. Please indicate where these classifications are represented on the rate schedule.
        - Overall TOSA Administrative Manager
        - Engineering Project Manager
        - Civil Engineer Licensed in the State of California
        - Electrical Engineer Licensed in the State of California
        - Structural Engineer Licensed in the State of California
        - Civil Designer
        - Electrical Designer
        - Structural Designer
        - CAD Drafter
- Project Team
    - Description of the team and who will be covering what aspects of the work
    - Provide resumes for team members we are likely to be working with considering the envisioned roles listed above.
        - Team members will be confirmed prior to execution of the TOSA. We recognize that circumstances may change.
    - Project Management Strategy
        - Describe your strategy to manage the work being requested under the given timeline.
            - Include a statement regarding the availability of key staff to commit to this project given other existing commitments within your firm/team.
- Vendor Information Form
    - Please complete and submit a Vendor Information Form, available here or by email, with your response to this solicitation.

Questions

Questions must be submitted by Oct 2nd, 2026, 5:00 PM by email to: david.carter@humboldt.edu and david.franklin@humboldt.edu.

Answers will be provided to all respondents by October 9th, 2026, by 5:00 PM PST. Any answers provided during phone conversations between Schatz Center staff and potential respondents during the response period will be included.

Selection

Responses will be scored based on the table below.

Criterion	Description	Points
1	Demonstration of Project Understanding	5
2	Experience working with Native American Tribes	8
3	Experience with electrical systems in rural remote high-fire threat areas	8
4	Experience designing Medium Voltage electrical systems	17
5	Experience working with PG&E	10
6	California presence and labor availability	10
7	Experience with Megawatt-scale generation and storage projects	16
8	Competitive rate schedule	10
9	Team description and availability given other commitments	16
	Total	**100**

Timeline

Responses will be scored within two weeks of the RFQ deadline. Follow-up interviews may be requested. We anticipate notifying respondents of the results within 30 days of the RFQ deadline and keeping them updated periodically until agreement is reached with one of the respondents.