

# **2026 BATTERY ENERGY STORAGE SYSTEM**

## **REQUEST FOR PROPOSAL**

**May 28, 2026**



**TRAVERSE CITY  
LIGHT & POWER**

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# 1. Overview

## A. Request for Proposal

The City of Traverse City, in coordination with Traverse City Light & Power (TCLP), is soliciting proposals for the design, engineering, procurement, installation, commissioning and long-term operation of a Battery Energy Storage System (BESS). The system will support:

- Peak demand reduction
- Energy arbitrage
- Grid resiliency
- Ancillary services (if eligible)
- Critical load support

This RFP is requesting the following offer options (a bidder may provide one to three offer options.)

Offer Options	Bid Type	Description
1	Turnkey Agreement	City of Traverse City would <b><u>own</u></b> the BESS and it would be <b><u>operated and maintained</u></b> by the bidder through a long-term service agreement.
2	Turnkey Agreement with transition of service agreement	City of Traverse City would <b><u>own</u></b> the BESS and it would be <b><u>operated and maintained</u></b> by the bidder and then transitioned over to Traverse City Light and Power. An agreement would have to be established providing training on operating and maintaining the BESS.
3	Capital Lease Agreement	City of Traverse City would <b><u>own</u></b> the BESS through a capital lease agreement amortizing the payments over the life of the asset. BESS would be <b><u>operated and maintained</u></b> by the bidder through a long-term service agreement.



4	Capital Lease Agreement with transition of service agreement	City of Traverse City would <b><u>own</u></b> the BESS through a capital lease agreement amortizing the payments over the life of the asset. BESS would be <b><u>operated and maintained</u></b> and then transitioned over to Traverse City Light and Power. An agreement would have to be established providing training on operating and maintaining the BESS.
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The turnkey solution must include a minimum **20-year warranty operating life** with degradation not exceeding 30%. All services are required to interconnect the BESS with TCLP's existing distribution system, including providing appropriate metering and protective relaying equipment.

It is expected that the project will meet the requirements of the eligible base and the additional bonus tax credits offered through the One Big Beautiful Bill Act. The vendor will be requested to disclose the eligible base and bonus tax credits that will be met and eligible for direct pay in the evaluation form.

## B. About TCLP

TCLP is a municipally owned electric and telecom utility located in Traverse City, Michigan. The utility prides itself on providing a cleaner energy future for its community and generations to come. TCLP's core purpose is to provide electric service, but it has grown to provide telecom services/smart grid with the new TCLP*fiber*.

**Core values:** integrity, sustainability, innovation, collaboration and optimism.

**Mission Statement:** serve as the trusted community partner for delivering innovative, affordable, reliable and environmentally sustainable energy and telecom solutions.

**Vision Statement:** lead with positivity, creating a brighter future for all. As an innovative electric and telecom utility, we harness the power of clean energy and fiber connectivity through sustainable partnerships, services, and programs. We enrich our communities by anticipating and exceeding evolving customer needs with operational excellence.

Summary of roles and responsibilities for the City of Traverse City and TCLP:

- **City of Traverse City** – Asset host, beneficiary of resiliency services and counterparty to the power cost agreement.



- **TCLP** – Distribution utility, interconnection authority, tariff administrator, evaluator and project facilitator.

TCLP transitioned all its customers to Time of Use Rates effective with their January 2026 billings. TCLP offers two rates for each rate class, Eco-Champion and Eco-Steady, with on-peak hours and off-peak hours that vary based on the time of year. Eco-Champion on-peak period during the summer months are from 1 to 5 pm, and Eco-Steady on-peak period during the summer months are from 11 am to 6 pm. More information on TCLP’s time of use rates can be found at this website location - [01.22.26-Rate-Tariff-Sheets.pdf](#).

## C. About City of Traverse City

Located along the shores of Lake Michigan’s Grand Traverse Bay, Traverse City is a vibrant and growing community in northwest Michigan known for its natural beauty, strong local economy and high quality of life. With a population of approximately 15,000 residents in the city and a regional population exceeding 150,000, Traverse City serves as the commercial, healthcare, educational and cultural hub of Northern Michigan.

The community experiences significant seasonal population increases driven by tourism, agriculture and regional events. Traverse City’s economy is diverse, supported by healthcare, manufacturing, technology, agriculture, small businesses and a robust hospitality sector.

The City of Traverse City is committed to advancing clean energy initiatives, reducing greenhouse gas emissions and enhancing system resilience. The community has prioritized investments in renewable energy, energy efficiency and grid modernization.

Traverse City’s forward-looking approach, combined with its strong municipal governance and community engagement positions, provides for the ability to implement innovative energy solutions that deliver both environmental and economic benefits to its residents.

## D. Demographic Information

TCLP is the exclusive provider of electric service (residential, commercial and industrial) within the City of Traverse City and portions of East Bay, Elmwood, Garfield and Peninsula Townships. TCLP supports:

- Approximately 14,000 customers
- Service territory is approximately 16 square miles
- Estimated peak demand of 71 MW in 2024
- Revenue mix: 75% residential customers providing 20% of the utility revenues, and conversely, 25% commercial/industrial customers providing 80% of revenue



TCLP is a member of the Michigan Public Power Agency (MPPA) and purchases approximately 330,000 MWh annually. The current generation mix consists of approximately 34% natural gas, 40% renewable energy, and 26% MISO market purchases.

## E. Electric Transmission and Distribution System

The TCLP electric system is comprised of two voltage classes: transmission and distribution. The transmission system operates at 69 kV and is connected to MISO for network services. This service allows TCLP to use the interstate transmission system to move power from any source to any load node. The radial distribution system operates at 13.8 kV.

Infrastructure summary:

- Three transmission substations (69kv – MISO Connected)
- Five distribution substations (13.8kV)
- 25 miles of transmission lines
- 91 miles of overhead distribution lines and 84 miles of underground distribution lines

## F. Sustainability and Reliability

In 2023, TCLP worked with 5 Lakes Energy to develop a Climate Action Plan to identify innovative utility solutions to reduce the utility's carbon impact while protecting grid resiliency. These solutions included distributed energy resources, energy storage, energy efficiency, demand response and renewable generation with a key focus on decarbonization.

**One of the key recommendations of the Climate Action plan is to maximize the value of storage by siting it locally and taking advantage of all possible revenue streams from storage, including use of BESS in a future potential microgrid services program.**

The offered storage project will play a key role in the City's effort to manage its peak demand and to provide backup energy during outages for a critical customer, the City of Traverse City Water Treatment Plant, and potentially for the local community college, Northwestern Michigan College, which is located on the same distribution circuit, helping maintain service continuity for TCLP customers.

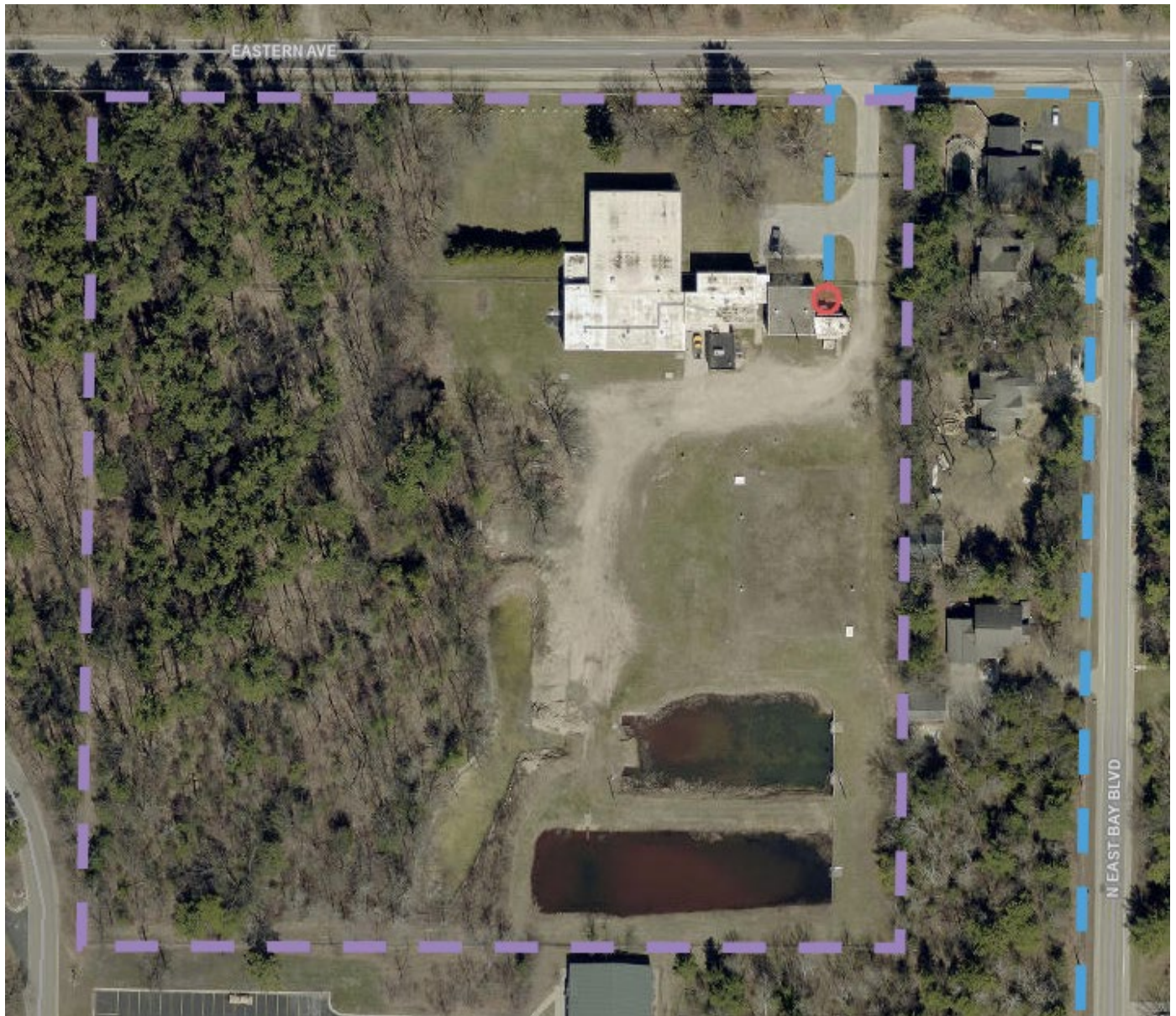
## G. Project Site Information and Detail

The property address for the required site location of the BESS is:

**2010 Eastern Avenue,  
Traverse City, MI 49686  
28-51-101-002-00**







The Water Treatment Plant property lines are purple and the interconnection point in red. The blue is the path back to the substation. Substation location is 2463 N Aero Park Ct, the interconnection voltage is 13.8/7.97 kV, and the parcel size is 11.25 acres.

Bidders are responsible for making an independent evaluation and judgment of all conditions affecting the proposed project, including but not limited to: site conditions, existing facilities, geologic, hydrologic, geographic, if applicable federal, state, county, local and city laws, rules, regulations orders and procedures along with all other contingencies or design considerations.



Below are links for zoning, permitting, setback for BESS system located within the City of Traverse City:

[Chapter 1354 - I - Industrial District | Code of Ordinances | Traverse City, MI | Municode Library](#)

[traversecitymi.gov/userfiles/filemanager/njtx8hho9ocildp54rto/](http://traversecitymi.gov/userfiles/filemanager/njtx8hho9ocildp54rto/)

[Services | City of Traverse City](#)

[Construction Code | Grand Traverse County, MI](#)

The Water Treatment Plant load profile is located is an additional file accompanying the request for proposal.

## H. Eligibility Requirements

Requirement	Battery Energy Storage System
Nominal AC Power Capacity	1 MW
Expected Duration at Nominal Power	2 Hours and 4 Hours
Use Case	Storage, Peak Shave, Energy Arbitrage, Resiliency, Ancillary Services and Critical Load Support
Expected Cycles	365 cycles per year
Minimum Warrantied Useful Life	20 years
Interconnection Voltage	13.8 kV

## 2. Schedule and Process

### A. Schedule

Action	Date
RFP Release Date	May 28, 2026
Question Deadline	June 18, 2026, at 2 pm Eastern Time
Bidder Conference	June 25, 2026, at 2 pm Eastern Time
Proposal Due Date	July 23, 2026, at 2 pm Eastern Time

Proposals for the RFP must be submitted electronically via email to Jeff Schwarz, Procurement Administrator, [purchasing@tclp.org](mailto:purchasing@tclp.org) by **July 23, 2026, at 2 pm Eastern Time**.

### B. Bidder Conference

All questions, whether technical, commercial or contractual in nature, shall be emailed to [purchasing@tclp.org](mailto:purchasing@tclp.org) and will be answered during the bidder conference or in the formal Q&A Responses document. bidder conference meeting. All questions regarding this RFP must be



submitted no later than **June 18, 2026, at 2:00 pm Eastern Time.** If questions arise during the bidder conference a formal Q & A addendum will be issued after the bidder conference.

**Please submit a request to attend the Bidders Conference Microsoft Teams Meeting via email to [Purchasing@tclp.org](mailto:Purchasing@tclp.org).**

## C. Evaluation Process

The goal of the RFP is to select a BESS at the lowest cost while providing the greatest value, considering variables such as project and/or contract costs, lifecycle costs, forecasted market revenues, the asset and contract structure risk profile and compliance with all technical requirements. The Bidder's proposal will first be evaluated by TCLP and City staff along with Ascend Analytics, and then the project valuations will be submitted to the TCLP and City management for approval, final project selection, and contract negotiation.

Criteria Component	Points
Economic Value	85
Risk Assessment	15

**Economic Value** – The economic value analysis will be performed by Ascend Analytics. The contract price shall be all inclusive including all eligible base and bonus tax credits provided by the One Big Beautiful Act. Price information will be submitted via the supplemental information spreadsheet included with this RFP.

*Ascend Analytics' Market Intelligence (MI) provides expert insights and guidance into project development, resource acquisition, and energy purchase opportunities across all power markets. Ascend is the trusted source for market intelligence strategy and sub-hourly forecasting across the industry, underpinning more than 200 GWs of project valuation assessments. Ascend's forecasting approach accounts for the evolving market dynamics associated with increasing renewable generation while remaining grounded in long-run economic equilibrium theory.*

*Compliant projects will be assessed for market performance against the relevant project node. Ascend's models simulate nodal prices that are correlated with their structural drivers - weather, system load, and renewable output. Projects will be valued for their Resource Adequacy (RA) and economic benefit as a peak shaving resource.*

**Risk Assessment** – The risk assessment will consider the following:

- Development stage (site management, secured financing)
- Developer's experience delivering projects of similar size and scope
- Developer's financial stability



During the evaluation process, interviews with Bidders may be requested for clarification purposes only. Additional information provided during the review process is limited to clarification by the Bidder of information presented in the proposal upon request by TCLP. Bidders will have five business days to respond to the clarifying questions.

## D. Negotiations and Contracts

TCLP may elect to negotiate price and non-price factors on behalf of the City of Traverse City with any Bidder whose proposal has been shortlisted. During negotiations, TCLP will update its analysis on an as-needed basis to reflect any additional or revised factors that may impact the project's cost.

# 3. Technical Specifications

## A. General Equipment Specifications

Specification	Minimum Requirement
Cycle Life	>20 years (>6000 cycles)
Frequency	60 $\pm$ .5Hz nominal
AC Output Voltage	430V to 530V
Rated Power Output	1 MW
Usable Energy	2 or 4 MWh
Interconnection	13.8 kV, 3 phase
Altitude	~650 ft
Relative Humidity	0 to 100%
Ambient Temperature Range	-30° to 45° C
Total Harmonic Distortion	Less than 3%
AC Output Frequency	60 Hz $\pm$ .5
Noise	<79 dB
Communications Protocol	DNP3
Depth of Discharge	100% of rated capacity
DC Round Trip Efficiency	$\geq$ 87%
Power Factor	-.8 to .8
Enclosure Type	IP55 and NEMA 3R
Base Warranty and Performance Guarantee	20-year capacity retention ( $\geq$ 70% of rated energy and power) and system component coverage

Any deviations from these values should be noted in Bidder's proposal.

All equipment must be of standard commercial design constructed in accordance with the applicable UL, IEEE, NFPA and other standards listed in the "Standards and Regulations" section of the RFP.



## B. Other Technical Specifications

The BESS will be installed and interconnected at City of Traverse City's Water Treatment Plant behind their customer retail meter. The BESS must be capable of integrating with TCLP's existing 13.8/7.97 kV infrastructure and SEL-351R protection relay at the substation to support renewable energy storage, capacity and transmission peak shaving, critical load support and grid resiliency. All project settings must be verified with TCLP to ensure compatibility and coordination with existing systems.

## C. Operations and Maintenance

At minimum, the system shall include the following:

- Continuous monitoring (24/7) via ETAP SCADA
  - Visibility into state of charge (SOC), depth of discharge (DoD), temperature, voltage, inverter performance, power output/input, alarms, and fault detection
  - Allow for real-time dispatch control with the ability to switch between charge, discharge and idle/standby mode
- Response time should be less than 1 second
- Configuration and support of multiple operational modes, including peak shaving, load shifting, frequency regulation, backup power, ancillary and renewable integration.
- Preventative maintenance per O&M standards
  - Describe the overall maintenance approach in the technical proposal, including but not limited to inspection, testing, system updates and other recommended actions necessary to ensure system reliability and extend battery life.
- Corrective maintenance
  - Includes fault diagnosis (via remote monitoring or onsite inspection), component replacement, safety checks post-repair, root cause analysis and reporting.
- Battery health management
  - Regular performance testing and cell balancing, thermal management (HVAC/HESS functioning), and periodic capacity testing.
- The system must maintain a **≥ 95%** dispatch accuracy and **≥ 98%** availability during peak season.
- The developer will be responsible for installing, connecting and configuring the energy management system so the battery can be monitored and controlled.
- The utility will define the peak shaving strategy, and the energy management system is expected to execute the dispatch automatically

The City will be responsible for station use and idle period auxiliary use, defined as auxiliary use consumed by the BESS system during periods in which the system is not charging or discharging pursuant to a charging notice or discharging notice.



Safety checks will be conducted to confirm compliance with applicable safety standards and ensure the ongoing integrity of the system. These checks shall address, but are not limited to, personnel protection practices, battery integrity, and the functionality of fire detection and suppression systems.

## D. Shipment

In all cases, the awarded Bidder will advise TCLP and the City immediately when equipment has been shipped from the factory. All equipment will be in brand new physical and mechanical operating condition.

**Notification:** Please call Tony Chartrand at 231.631.1015 at least 72 hours prior to delivery.

**Delivery Times:** Tuesday through Thursday 8:00 am to 2:00 pm Eastern Time

**Delivery Location:** The delivery location is 2010 Eastern Avenue, Traverse City, MI 49686.

# 4. Proposal Content

## A. General

Each Bidder shall furnish, as part of the proposal submittal, a complete technical package for the proposed BESS. Submittals must follow the format outlined below and include all the requested information. Failure to submit information in the required format may result in elimination from evaluation. The cost for developing the proposal is the responsibility of the Bidder and shall not be chargeable to TCLP.

The RFP proposal shall include the following:

### A. Executive Summary

Proposals must include an executive summary of the Company's information. The Executive Summary shall not exceed two pages, and a summary table must be included detailing the BESS specifications including size, price, offer type, and term length/warranty.

### B. Pricing

Please fill out the offer form (using the supplemental document provided as a check list of all required information) by option type as listed below. Bidders may select one or two options.



Offer	Ownership	Operations
1 – 1 MW and 2 hour	<ul style="list-style-type: none"> <li>- Lump sum purchase price</li> <li>- Lump sum purchase price</li> <li>- Capital lease</li> <li>- Capital lease</li> </ul>	<ul style="list-style-type: none"> <li>- Solely Bidder</li> <li>- Transition to TCLP</li> <li>- Solely Bidder</li> <li>- Transition to TCLP</li> </ul>
2 – 1 MW and 4 hour	<ul style="list-style-type: none"> <li>- Lump sum purchase price</li> <li>- Lump sum purchase price</li> <li>- Capital lease</li> <li>- Capital lease</li> </ul>	<ul style="list-style-type: none"> <li>- Solely Bidder</li> <li>- Transition to TCLP</li> <li>- Solely Bidder</li> <li>- Transition to TCLP</li> </ul>

## B. Storage Technical

Requirement	Required Documentation
General System Components	Overall system dimensions as well as dimensions of each individual component. Please include dimensional drawings of the entire system. Include the following: total weight of each component, system one-line drawing, system architecture, one set of manufactured specifications, technical datasheets, and model numbers of the components.
Battery Specifications	Battery modules, battery chemistry and cell life cycle.
Enclosure Specifications	Enclosure layout, rating, and type. Detailed drawing of the enclosure, with dimensions of all components. Documentation should also include all minimum clearances.
Electrical Ratings	Documentation that states the electrical ratings of the products, including but not limited to: usable energy, rated power, DC/AC voltage range, rated output power and all other electrical ratings.
Performance & Efficiency	All documentation and testing verifying the claimed performance of the product. This includes depth of discharge, round trip efficiency, availability, power factor, expected system life, etc. This will be measured at the storage facility meter each year over the contract term.
Operable Values	Operable altitude, relative humidity, and ambient temperature range.
Communication Software	Detailed technical documents relating to the communication interface and protocol utilized by the BESS.





Safety Features and Software	Detailed technical documents relating to the cooling/heating systems, fire detection, fire suppression features, battery management system, energy management system and all other protection devices.
Codes, Compliances and Certifications	All codes and compliances the product was designed and tested to comply with, along with all testing reports. Refer to section “Standards and Regulations” for the full list of required standards and regulations. If the product does not comply with any of the required standards and regulations, the Bidder must include a summary and reasoning for the exception, for every standard.
Fulfillment and Delivery	Delivery process and lead times.
Interconnection and Installation	An electrical and physical connection point has been provided.
Inverter and Transformer	Electrical rating and specification documents for the inverter and transformer, including dimension, weight, necessary clearances, codes and compliances if not already included in the proposal package.
Warranty & Service	Contract outlining the warranty terms and exclusions. Contract to include servicing and maintenance procedures and schedule. Ownership offers require a Long-Term Service Agreement (LTSA) to be executed.
Optional Features/Add-ons	Documentation relating to the auxiliary equipment, features, or protections not included in the baseline model and pricing.

TCLP reserves the right to request any other drawings/additional information for clarification and verification to ensure the specification requirements are met.

## C. Operating

Component	Minimum Requirement
Battery Management System	Cell, module and rack level control, monitoring and protection. These should include voltage, temperature, and current. Protection capabilities should include overcharge, over discharge, cell imbalance and internal faults.



Power Control System (PCS) Controller	Inverter-level switching and coordination. Support active/reactive power, frequency and voltage control.
EMS	Perform high-level control, scheduling and dispatch. Manage State of Charge thresholds. Respond to utility signals (load shifting, peak shaving). Execute use-case logic. (Time of Use arbitrage, frequency response.)
Disconnect Mechanism	Remotely operable AC and DC disconnect at battery rack/container level. Disconnects must be motorized. Must provide visible open and lockout/tagout capability. Must isolate the system for maintenance or emergency.
Electrical Switching & Protection Mechanisms	Electrically operated with fault coordination (detection and interruption.) This includes motor operated disconnect switches, contactor-based switching, circuit breakers, grounding switches and/or fuse protection.
Automatic Safety Mechanisms	Overcurrent protection, over/under voltage shutdown, over/under temperature shutdown, fire detection and suppression activation. The system should be capable of detecting and responding to smoke, fire, gas or overpressure. Emergency stop local and remote and fault isolation.
Operation Modes	Charge, discharge, standby/idle, fault/alarm, maintenance/isolation, black start/islanding. Mode transition must be automated based on logic, commands or protection events.
Communication	Live monitoring, control alarm management. Includes a communication protocol (MODBUS, TCLP, DNP3, IEC 61850) and interface with remote access (ETAP Escada/web based) with alarm and event logging for real time reporting and fault history. The communication system should include a web-based UI and remote access VPN secured.
Nameplate	Following information should be clearly shown on engraved stainless steel equipment nameplate and visible. Manufacturer's catalog and serial number, date of manufacturer, voltage ratings, rated capacity, energy capacity, cell chemistry type,



	certifications, ambient operating range, short circuit or protection specs, load break ampere rating, momentary ampere rating, BIL rating, total weight, enclosure material type, three line diagram.
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## D. Project Risks

Please provide a brief overview of project risks and the corresponding mitigating strategies related to the following, including but not limited to:

- a. Project interconnection
- b. Site management
- c. Environmental zoning, studies and permitting
- d. Thermal runaway / Fire
- e. Financing
- f. Proven battery technology
- f. Supply chain of labor, material and equipment
- g. Timeline
- h. Other relevant risks

## E. Project Schedule

Please provide projected milestones or benchmarks for completing the project. This can be in the form of a list showing milestones, project deliverables, and projected calendar delivery dates. Milestones should include project kickoff meetings, task start and completion dates, interconnection and permitting timelines, manufacturing and delivery, construction and installation, commission and testing and any other milestone the bidder would like to document.

## F. Company Financials

Please submit documentation on your organization's financial stability, including credit history and certified financial reports for the past two years. Summarize any contract defaults or litigations over the last five years.

## G. Standard Test Report

The Standard Tests must demonstrate 100% compliance with the production and design test requirements as outlined in the national standards including Institute of Electrical and Electronics Engineers (IEEE) and ANSI. The costs of tests and certified test reports shall be borne by the manufacturer.

The Battery Energy Storage System provided under this RFP shall meet or exceed the applicable requirements of the latest revision of the listing below:

1. NFPA 855



2. UN 38.3
3. NFPA 68
4. IEEE C37.20
5. IEEE C37.90
6. IP55
7. NEMA 3R
8. UL 1973
9. UL 9540
10. UL 9540A
11. UL 1741
12. UL 1741 SA
13. UL 1741 SB
14. UL 1642
15. IEEE 2030.2
16. IEEE 519-2014
17. IEEE 1547
18. IEC 62619
19. UL 1998
20. UL 62133

Additionally, the BESS must adhere to the latest local building and safety codes, Michigan Building Codes and National Electric Codes.

Manufacturers shall perform production tests required by ANSI/IEEE to check the quality and uniformity of the workmanship and materials used in the manufacture of BESS. The BESS shall meet the requirements of the following ANSI/IEEE production tests:

Standards and Compliance:

- IEEE 1547 (Interconnection and Interoperability Test)
- UL 9540/UL9540A (Fire Safety and Thermal Runaway Test)
- UL 1973 (Battery Safety and Performance Test)
- IEEE C62.41(Surge Withstand Capability Test)
- IEEE 693 (Seismic Performance Standards)
- IEEE 2030.5 or IEEE1815 (Communication Protocol Standards for Utility Integration)

Minimum Required Production and Factory Acceptance Tests:

- Electrical Performance Tests
  - a. Round-trip efficiency, inverter performance, SOC/SOH calibration



- b. Voltage/frequency ride-through tests
  - c. Anti-islanding functionality
- Safety System Tests
  - a. Overvoltage, overcurrent, ground fault, arc flash protection
  - b. Thermal management, fire detection/suppression (TMS/FMS) validation
  - c. Isolation verification
- Environmental Tests
  - a. Temperature cycling, humidity, and enclosure ingress (NEMA/IEC)
  - b. Vibration and seismic test reports (Zone 4 compliance per IEEE 693)
- Control and Communication Validation
  - a. EMS/BMS integration functionality
  - b. Remote command/telemetry simulation

Site Acceptance Testing (SAT) and utility witness testing is also expected of the bidder to perform after installation to ensure seamless integration with TCLP's electric grid. Include all pricing for SAT in proposal.

## H. Training Procedures

As a separate line items in the proposal, BESS Manufacturer shall include the cost of in person or virtual equivalent personnel training as a part of their proposal if the election is made for TCLP to operate and maintain the BESS system. The training should cover the following topics:

1. System operation
2. Safety protocols
3. Monitoring
4. Troubleshooting
5. Operation
6. Setting and testing
7. First responder training

Copies of all training materials must also be provided in an electronic format. Training materials and presentations must be clear and technically accurate.

Virtual training will be recorded.

## I. Bidder Qualifications

The Bidder must provide documentation showcasing a minimum of three prior BESS installations with battery energy storage systems ranging from 500kW to 2MW, preferably with a municipal electric utility.

Additionally, the Bidder must provide the following information on the staff to be assigned to this project:

1. List all key personnel assigned by project level, name and location.
2. Provide a resume or similar statement describing background, qualifications and experience of lead person and all persons assigned to the project.
  - a. Substitution of project manager must be preapproved by TCLP.
3. List all licenses held by the Bidder.
4. Please provide any conflict of interest with this project.
5. Certifications that criminal offenses have not taken place in the past three years.

## J. Subcontractors

List of all subcontractors who will be participating in this project must be disclosed.

## K. Deviations or Offer Variants

TCLP must be notified in writing of any proposed or actual deviations or offer variants from the requirements of this RFP in the Bidder's proposal. All such deviations or offer variants must include clear justification and supporting documentation.

Manufacturer of the BESS shall be fully responsible for the performance of all individual components as well as the complete integrated BESS assembly, as rated.

The manufacturer shall furnish, upon request, certification of ratings for both individual components (e.g. battery modules, inverters, thermal systems) and the fully integrated BESS, including the enclosure.

The design of the BESS should incorporate a Battery Management System to continuously monitor cell voltage, temperature, state of charge, and overall battery health to ensure safe operation. The BESS shall be housed within a weatherproof and secure enclosure, rated NEMA 3R and/or IP55, at the very least. Enclosure shall include thermal insulation, fire-rate barriers, and ventilation/cooling provisions.

## L. Iran Economics Sanction Act

Bidder must sign and certify compliance with Public Act 517 or 2012 and submit it with the proposal.

## M. Other

Please provide any other essential data that may assist in the evaluation of the proposal.





## 5. Proposal Submission

### A. Rejection

A proposal may be immediately rejected if it is not compliance with the requirements in this proposal, prepared in the format described, or it is not signed by an individual authorized to represent the Bidder.

### B. Non-Conforming

At TCLP's discretion, if a proposal is determined to be non-conforming, TCLP will notify the Bidder, and the Bidder will be allowed five (5) business days to remedy the proposal.

### C. Communication

Questions regarding this RFP, including procedural matters, should be submitted in writing via email to [purchasing@tclp.org](mailto:purchasing@tclp.org).

All interested parties are encouraged to periodically visit the TCLP RFP website, [RFPs – Traverse City Light & Power](#). Clarifications to frequently asked questions will be posted on the website.

Any requests for clarification of the RFP must be submitted via email to [purchasing@tclp.org](mailto:purchasing@tclp.org) no later than five business days.

Any interpretation or correction will be made only by Addendum issued by TCLP and a copy of such Addendum will be posted with the RFP documents on the TCLP website identified above. Any addenda must be acknowledged in the proposal. Bidder's failure to acknowledge receipts may result in a rejection of the proposal.

Neither Ascend Analytics nor TCLP will be answering questions related to the RFP outside of the formal Q&A process.

### D. TCLP Rights and No Guarantee or Offer

TCLP reserves all rights with respect to this RFP, including but not limited to the rights, in its sole discretion, to:

- Reject any or all proposals, or any item of a proposal, without further obligation or reimbursement to the Bidder
- Modify this RFP
- Cancel or withdraw this RFP
- Issue a new RFP
- Negotiate price or scope of work with any Bidder at any time after receipt of the proposals
- Negotiate provisions in addition to those stipulated in this RFP or proposed by a Bidder for the purpose of obtaining the best possible proposal



- Waive immaterial deficiencies, informalities and minor irregularities in proposals
- Request a bidder to provide a guarantee of the contract from a third party
- Terminate negotiations if TCLP determines termination is in its best interests

TCLP is not committed to enter into a contract. TCLP is not liable for any costs incurred by any Bidder. The bid submitted shall remain valid for 6 months.

## E. Confidentiality

TCLP does not intend to disclose any part of any proposals before it announces a recommendation. All correspondence with TCLP, including responses to solicitations, will be the exclusive property of TCLP under Michigan's Freedom of Information Act. All documents sent by Bidders to TCLP may be subject to FOIA. We will notify the bidder if required to release the confidential information assuming it is marked confidential.

## F. Governing Law

The resulting agreements of this RFP shall be governed by and construed in accordance with the laws of State of Michigan.

The Bidder certifies that it is in compliance with the City of Traverse City's Nondiscrimination Policy as set forth in Administrative Order No. 47 and Chapter 605 of the City's Codified Ordinances.

## G. Insurance Requirements

The successful bidder shall acquire and maintain insurance coverage meeting the following specifications and governed by terms in a project agreement between the successful bidder, the City of Traverse City, and TCLP that are satisfactory to TCLP in its sole discretion:

- Workers Compensation Insurance that satisfies all statutorily required coverages and limits.
- Employer's Liability Insurance and Commercial Excess Insurance with a limit of at least one million dollars (\$1,000,000), and if necessary, Commercial Excess Insurance, with a limit of at least one million dollars (\$1,000,000) – each accident; at least one million dollars (\$1,000,000) bodily injury by disease – policy limit; and at least one million dollars (\$1,000,000) bodily injury by disease – each employee.
- Commercial General Liability insurance, including premises and operations, bodily injury, broad form property damage, products/completed operations, contractual liability, and independent contractors' protection liability, all with minimum combined single limit liability of at least two million dollars (\$2,000,000) per occurrence and at least five million dollars (\$5,000,000) aggregate.
- Commercial Automobile Liability insurance covering any auto owned, rented, hired, or borrowed, or operated by the successful bidder with policy limits of at least one million



dollars (\$1,000,000) combined single limit and aggregate for bodily injury and property damage combined.

- Umbrella/Excess Liability insurance issued on a “follow form” basis, in excess of the Commercial General Liability, Employer’s Liability and Commercial Automobile Liability policies, with limits of at least five million dollars (\$5,000,000) – each occurrence and five million dollars (\$5,000,000) in the aggregate.
- Professional Liability (Technology Errors and Omissions) insurance against errors and omissions of the successful bidder, its employees, and its subcontractors in connection with services relating to the project, with limits of at least five million dollars (\$5,000,000) per claim and five million dollars (\$5,000,000) in the annual aggregate.

Maintain or cause to be maintained all-risk property coverage in the full amount of the total insured value of the BESS project, on a replacement cost basis.

The successful bidder shall name TCLP and the City of Traverse City as additional insurers for all the foregoing forms of insurance coverage except workers’ compensation insurance.



## 6. Iran Economic Sanctions Act

**Sworn and Notarized Affidavit of Compliance  
Iran Economic Sanctions Act  
Michigan Public Act No. 517 of 2012**

All bidders must submit the following certification statement in compliance with Public Act No. 517 of 2012 (the “Iran Economic Sanctions Act”) and attach this form to the bid. **Traverse City Light & Power shall not accept any bid that does not include this sworn and notarized certification of statement.**

The undersigned, the owner or authorized officer of \_\_\_\_\_ (the Bidder), hereby certifies, represents and warrants that the Bidder (including its officers, directors and employees) is not an “Iran linked business” within the meaning of the Iran Economic Sanctions Act, and that in the event the Bidder is awarded a contract for the Battery Energy Storage System, the Bidder will not become an “Iran linked business” at any time during the course of performing the work or any services under the contract.

The Bidder further acknowledges that any person who is found to have submitted a false certification is responsible for a civil penalty of not more than \$250,000.00 or 2 times the amount of the contract or proposed contract for which the false certification is made, whichever is greater, the cost of Traverse City Light & Power’s investigation, and reasonable attorney fees, in addition to the fine. Moreover, any person who submitted a false certification shall be ineligible to bid on a Request for Proposal for 3 years from the date it is determined that the person has submitted the false certification.

BIDDER

By: \_\_\_\_\_

Its: \_\_\_\_\_

Date: \_\_\_\_\_

STATE OF \_\_\_\_\_ )

COUNTY OF \_\_\_\_\_ )

This instrument was acknowledged before me on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by

\_\_\_\_\_ .

\_\_\_\_\_, Notary Public

\_\_\_\_\_ County, \_\_\_\_\_

My Commission Expires: \_\_\_\_\_



## 7. Submission Package

- ☐ Project Narrative (.docx, .pdf)
- ☐ Offer Form (template file path.xlsx)

