

Otter Tail Power Company 2025 Distributed Solar Energy Standard RFP

SharePoint Site	OTP DSES
Email:	otpdses@otpc.com
Independent Auditor	Leidos Engineering LLC

OTP 2025 DSES RFP SCHEDULE

RFP Issued	January 3, 2025
Proposer Conference	January 22, 2025
Last date for Proposers to submit questions (answers posted on Sharepoint site weekly)	March 13, 2025
Responses to last proposer questions posted	March 27, 2025
OTP Self-Build Bids due, 5 p.m. CDT	April 10, 2025
Third Party bids due, 5 p.m. CDT	April 11, 2025
Lists of proposals granted conditional awards and proceeding to contract negotiations are announced	May 12, 2025
Contract negotiation complete for proposals	July 29, 2025
Petition filed for proposals to be accepted, including Independent Auditor report	August 29, 2025
2nd RFP Issued (as needed)	February 26, 2026

Bidder Questionnaire

Bidders should fill in all yellow-colored cells.

General Company Information			
Company Name:		Tax ID Number:	
Telephone Number:		Company Structure: (LLC, Corp, etc.)	
Address:		Date of Company Organization:	
Website:		Ownership:	
Identify any Affiliates that will perform work on the Project:		Credit Rating: Specify agency, if DUNS provide # as well	
General Project Information		General Bid Information	
Project/Facility Name:		Contract Term (Years):	
Project Location: (County or City and Address)		Proposed Contract Structure: (PPA, BT)	
OTP circuit and voltage to which RFP Project will connect to:		Primary Bidder Contact: Name, Title, Address, Phone, Email	
Installed Capacity (MW):			
Generation Technology Proposed: (Manufacturer model numbers & ratings, and quantity for PV inverters, BESS inverters, PV modules, BESS storage)		Alternate Bidder Contact: Name, Title, Address, Phone, Email	
Commercial Operation Date (COD):			
MISO Capacity Zone:	Zone 1		
Current Interconnection Status:			
Net Annual Capacity Factor (%) at POD:			
Net Annual Generation at POD:			

Expected Annual and Monthly Contract Energy

- 1 Bidders should fill in all yellow-colored cells.
- 2 In addition to average hourly profile, bidder must submit the actual 8760 hourly data used in preparing the bid response.

Estimate of Contract Energy on an Average Day (MWh) - Year 1																								Monthly Average	Monthly Max		
(CPT)	HE1	HE2	HE3	HE4	HE5	HE6	HE7	HE8	HE9	HE10	HE11	HE12	HE13	HE14	HE15	HE16	HE17	HE18	HE19	HE20	HE21	HE22	HE23	HE24			
January																											
February																											
March																											
April																											
May																											
June																											
July																											
August																											
September																											
October																											
November																											
December																											
Total Estimated Year #1 Contract Energy																											
Total Guaranteed Year #1 Contract Energy																											

Estimate of Contract Energy on an Average Day (MWh) - Year 2																								Monthly Average	Monthly Max		
(CPT)	HE1	HE2	HE3	HE4	HE5	HE6	HE7	HE8	HE9	HE10	HE11	HE12	HE13	HE14	HE15	HE16	HE17	HE18	HE19	HE20	HE21	HE22	HE23	HE24			
January																											
February																											
March																											
April																											
May																											
June																											
July																											
August																											
September																											
October																											
November																											
December																											
Total Estimated Year #2 Contract Energy																											
Total Guaranteed Year #2 Contract Energy																											

Commercial Operation Year	Contract Energy Price, \$/MWh	Total Yearly Contract Energy MWh's
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
21		
22		
23		
24		
25		

LCOE Calculation			
PVR of 1 MWh	Discount Rate	Life of Project (years)	Levelized Cost of Energy (\$/MWh)
\$0.00	7.3%	35	\$0.00

Proposal Submission Checklist

- 1 Bidders should fill in all yellow-colored cells.
- 2 Details on the deliverables are in the Request for Proposal (RFP) Document

#	Deliverable	Included in Bid Package	If not included, please explain why
1	Bidder Questionnaire		
2	Generation Profile and Pricing		
3	Appendix C - DSES RFP Safety Questionnaire		
4	PPA Confirmation of Terms Or Redlines or Build-Transfer Term Sheet		
4.6 Proposal Content Requirements			
5	Section 1 - Executive Summary		
6	Section 1 - Relevant Proposer Experience		
7	Section 2 - Bid Certifications		
8	Section 2 - Cover Sheet (show on Bidder Questionnaire tab)		
9	Section 2 - Pricing (show on Generation Profile and Pricing tab)		
10	Section 2 - Construction		
11	Section 2 - Typical Year Production		
	Year 1 PVSyst Report		
	Hourly Output File for Year 1		
	MS Excel Spreadsheet with PVSyst assumptions		
12	Section 2 - Independent Consultant		
13	Section 2 - Interconnection Details		
14	Section 2 - Creditworthiness		
15	Section 2 - Siting and Environmental		
16	Section 2 - Warranties & Safety Considerations		
17	Section 2 - Additional Information (If applicable)		

Key Parameters Threshold Review

	Yes	No
Compliance with DSES statutory requirements.		
The proposed RFP Project meets size, location, minimum required term of contract, and technical requirements stated in this RFP document.		
The RFP Project proposes a COD for new accredited capacity prior to December 31, 2030.		
The RFP Project provides a construction and COD timeline.		
The RFP Project meet minimum requirements for site control and permitting.		
PPA bids: A proposal price is submitted in material compliance with the Model PPA.		
Commitment to achieve of minimum safety performance and standards.		
Financial viability of the RFP Project and Proposer.		
Commitment to compliance with applicable requirements including prevailing wage and apprenticeship requirements at both a Federal and State level.		
Acceptable Sourcing practices and equipment availability.		
Ability to Deliver Capacity with Minimal Risk		

Scoring

Points Possible		Score	Company Name
	Score Components		
5	Site Control	Evaluation Team	
5	Safety	Evaluation Team	
15	Viability	Evaluation Team	
50	Cost	Evaluation Team	
15	Developer Experience & Ability to Perform	Evaluation Team	
5	Reliability Benefits	Evaluation Team	
5	Pollinator Friendly Habitat	Evaluation Team	
	Score Deductors		
-5	Project Execution Challenges	Evaluation Team	
-5	Inability to respond to OTP questions in a timely manner	Evaluation Team	
-10	Material deviations from the Model PPA	Evaluation Team	

Example