

CHM-ReEnFoCo Program  
Installation and Commissioning Services  
for Community Energy Resilience Hubs (CERH)  
CHM-RFP-2026-001  
Exhibit A – Scope of Work

## Exhibit A SCOPE OF WORK

Request For Proposal  
CHM-RFP-2026-001  
for  
Installation and Commissioning Services  
for  
Community Energy Resilience Hubs (CERH)  
Cooperativa Hidroeléctrica de la Montaña

Cooperativa Hidroeléctrica de la Montaña (CHM) seeks to engage one or more qualified contractors (“Respondents”) to provide installation, integration, and commissioning services for at least ten (10) community microgrids as part of the CERH Project.

The Project is funded in part through federal programs, including the GRSTFG program, and may be supported by additional federal and private funding sources.

The Work shall include the provision of all labor, supervision, materials (limited to Balance of System), equipment handling, tools, transportation, and services necessary to complete the installation, integration, testing, and commissioning of photovoltaic (PV) modules, All-in-One Inverter and Battery Energy Storage Systems (AOIBESS), and all associated Balance of System (BOS) components across multiple project sites.

The Work shall also include on-site training for CHM personnel conducted during installation and commissioning activities, including instruction on system components, installation methods, safety procedures, and basic operation and maintenance principles as part of a North American Board of Certified Energy Practitioners (NABCEP) qualification program.

All services shall be performed in accordance with the requirements of this RFP and any resulting contract and shall support the successful implementation of the Project in a manner consistent with applicable funding requirements and the best interest of the Project.

The Work shall be executed in strict accordance with the Issued-for-Construction (IFC) documents, technical specifications, approved submittals, and manufacturer

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requirements. The Respondent(s) shall be responsible for delivering fully integrated, functional, and operational microgrid systems that meet all performance, safety, and regulatory requirements.

## 1. Owner-Furnished Equipment and Logistics

### 1.1. Owner-Furnished Equipment

PV modules, racking systems, inverters, and BESS equipment will be furnished by CHM. The Respondent(s) shall not include the cost of procuring such equipment. The Respondent(s) shall be responsible for the pickup, transportation, handling, storage, protection, installation, and integration of all CHM-furnished equipment.

### 1.2. Equipment Pickup

Unless otherwise directed by CHM, the Respondent(s) shall be responsible for the pickup of CHM-furnished equipment from CHM's designated distribution center located at: PR-5516, Adjuntas, Puerto Rico.

## 2. Project Implementation Framework

### 2.1. Contract Execution

Upon selection, the Respondent(s) shall execute a Master Service Agreement (MSA) with CHM.

### 2.2. Training and Orientation

CHM will coordinate a training session for the Respondent(s), which may include manufacturer-led training (e.g., Fortress Power) and project-specific requirements.

Attendance by key personnel may be required as determined by CHM.

### 2.3. Work Assignment

Work shall be assigned on a project-by-project basis as follows:

- a. CHM will assign microgrids for evaluation
- b. CHM will issue a Work Package Order (WPO) under the MSA
- c. Each WPO will define scope, schedule, and requirements

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No Work shall commence without an executed Work Package Order and a Notice to Proceed (NTP).

## 2.4. Pre-Construction Coordination

A pre-construction meeting will be held for each project to:

- a. Review IFC documents
- b. Confirm site logistics and schedule
- c. Coordinate execution strategy

## 3. Site Verification and Constructability Review

Prior to commencing installation, the Respondent(s) shall:

- a. Verify field conditions against IFC Documents
- b. Confirm equipment location and routing
- c. Identify constructability issues and conflicts
- d. Validate structural and installation readiness

The Respondent(s) shall promptly notify CHM of any discrepancies that may impact constructability, safety, or performance.

The Respondent(s) shall not proceed with installation where field conditions differ materially from the IFC without prior written authorization from CHM.

## 4. Installation Responsibilities

The Respondent(s) shall perform all work necessary for the installation, integration, testing, commissioning, and turnover of assigned microgrid systems.

### 4.1. Rooftop PV System Installation

The Respondent(s) shall perform all activities required for the proper installation, interconnection, and commissioning of rooftop PV systems.

Tasks included, but are not limited to:

- a. Installation of racking systems, including anchoring and weatherproofing
- b. Installation of PV modules, grounding, and bonding
- c. DC wiring, combiner boxes, disconnects, and labeling per NEC requirements
- d. Cable management using UV- and corrosion-resistant materials

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- e. Pre-energization testing (continuity, insulation resistance, polarity)
- f. Integration with inverter and BESS systems

All materials and installation practices shall be in full compliance with the IFC documents, approved submittals, and manufacturer requirements.

## 4.2. AOIBESS Installation

The Respondent(s) shall perform the installation and integration of all-in-one inverter and battery energy storage systems.

Tasks included, but are not limited to:

- a. Equipment handling, unloading, staging, and placement
- b. Installation in compliance with structural, seismic, and wind-load requirements
- c. Electrical terminations (AC/DC), grounding, and bonding
- d. Integration with PV systems and facility distribution systems
- e. Installation of communications, controls, and monitoring systems (EMS/SCADA)
- f. Configuration of inverter and battery parameters

All installations shall comply with applicable codes and standards, including:

- g. National Electrical Code (NEC / NFPA 70)
- h. NFPA 855 (Energy Storage Systems)
- i. Applicable Puerto Rico regulations

## 4.3. Balance of System (BOS)

Balance of System (BOS) includes all electrical and mechanical components required for system integration, excluding CHM-furnished equipment.

This includes, but is not limited to:

- a. AC/DC wiring
- b. Conduits, fittings, and supports
- c. Junction boxes and panels
- d. Interconnection to loads and distribution systems
- e. Interconnection with the Utility Grid

All BOS materials and installation practices shall be in full compliance with the IFC documents, approved submittals, and applicable codes and standards.

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#### 4.4. CHM Personnel Field Integration and Training

CHM may assign technical personnel to participate in field activities during installation and commissioning for training and knowledge transfer purposes.

The Respondent(s) shall allow and reasonably accommodate the participation of CHM personnel in on-site activities, including installation and commissioning tasks, under the supervision and direction of the Respondent's qualified personnel.

Such participation is intended to provide practical, hands-on experience to CHM personnel and to complement formal training programs.

The Respondent(s) shall:

- a. Provide reasonable access to work areas, consistent with site safety requirements
- b. Coordinate activities to allow observation and limited participation by CHM personnel
- c. Ensure that all participation by CHM personnel complies with applicable safety standards and site protocols

CHM personnel shall not perform critical or specialized work unless expressly authorized and supervised by the Respondent. The Respondent(s) shall retain full responsibility for the execution, quality, safety, and completion of all Work.

### 5. Permitting and Interconnection Support

The Respondent(s) shall provide all technical documentation and support required for permitting and interconnection processes, as directed by CHM and the Engineer of Record.

This includes:

- a. Preparation of technical submittals
- b. Support for permit applications
- c. Interconnection documentation
- d. Responses to regulatory comments or deficiencies

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## 6. Commissioning

The Respondent(s) shall conduct all field activities required to verify, commission, and validate the operational readiness of each community microgrid.

Tasks included, but are not limited to:

- a. Verification of installation quality, equipment labeling, and wiring terminations prior to energization
- b. Pre-commissioning tests (continuity, insulation resistance, polarity)
- c. Functional and performance testing of PV arrays, AOIBESS units, and control systems
- d. System energization and validation of grid-tied and islanded operation modes
- e. Configuration and fine-tuning of inverter and battery parameters
- f. Testing of protection settings, communication interfaces, and monitoring systems (EMS/SCADA)

Commissioning shall be performed in accordance with IEC 62446 or equivalent industry standards.

## 7. Inspection, Quality Control, and Closeout

CHM and/or its designated representatives shall perform inspections.

The Respondent(s) shall:

- a. Address all deficiencies identified during inspections
- b. Complete corrective actions within required timeframes
- c. Participate in final inspections and acceptance procedures

Final acceptance is contingent upon full completion of the Work and compliance with all requirements.

## 8. Additional Services and Change Management

The Respondent(s) shall promptly notify CHM of any unforeseen conditions that may impact safety, cost, schedule, or performance.

No additional work shall be performed without prior written approval from CHM. Any additional work performed without such approval shall be at sole risk of the Respondent and shall not be eligible for compensation.

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Requests for additional work shall include:

- a. Description of the condition
- b. Proposed scope of work
- c. Cost and schedule impact

## 9. Staff Requirements, Roles, and Responsibilities

The Respondent(s) shall provide, at its own expense, all personnel required to perform the Work.

All personnel must be qualified, experienced, and authorized under applicable federal and Puerto Rico law.

All electrical work shall be performed under the supervision of a duly licensed Perito Electricista in Puerto Rico.

Supervisory personnel shall hold OSHA 30 certification; all field personnel shall hold OSHA 10 certification at a minimum.

CHM reserves the right to require the removal and replacement of any personnel who fail to meet performance, safety, or compliance standards.

Key personnel identified in the proposal shall not be replaced without prior written approval from CHM.

## 10. Subcontracting or Teaming

Respondents may propose as a single firm or as a team.

The Selected Respondent shall remain fully responsible for the performance of all subcontractors.

All subcontractors must comply with all requirements of this RFP, including licensing, insurance, and federal compliance provisions.

CHM reserves the right to approve or reject any subcontractor.

## 11. Mandatory Requirements

The Selected Respondent(s) and all subcontractors shall:

- a. Be properly registered and in good standing in Puerto Rico

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- b. Hold all required licenses
- c. Demonstrate relevant PV and BESS experience
- d. Maintain active SAM.gov registration (UEI)
- e. Comply with applicable federal requirements, including 2 CFR Part 200, Davis-Bacon Act (if applicable), and other federal provisions

## 12. Deliverables

At a minimum, the Selected Respondent(s) shall provide:

- a. Project schedule for each assigned site
- b. Periodic progress reports
- c. Field installation reports
- d. Documentation of inspections and corrective actions
- e. Equipment configuration and settings documentation
- f. Commissioning Report
- g. As-built drawings
- h. Operation and Maintenance (O&M) manuals
- i. Training documentation for CHM personnel

## 13. Final Provisions

The Respondent(s) shall perform all Work in a professional, safe, and workmanlike manner, consistent with industry best practices and in full compliance with all applicable laws, regulations, codes, and contractual requirements.

The Respondent(s) shall be responsible for the successful execution and completion of the Work, ensuring that all systems are properly installed, fully integrated, and capable of operating as intended.

All Work shall be performed in coordination with CHM, its Engineer of Record, and other project stakeholders, in a manner that supports the timely and effective implementation of the CERH Project.

Failure to comply with the requirements set forth in this Scope of Work may result in corrective actions, withholding of payments, or other remedies as provided in the applicable contract documents.