

planning, permitting,  
design, construction,  
operation, maintenance

**Weston&Sampson®**

**Sharon Landfill Solar Project  
Weston & Sampson Proposal No. 34010**

September 9, 2010

Mr. Benjamin E. Puritz, Town Administrator  
Town Offices  
90 South Main Street  
Sharon, MA 02067

Re: Sharon LF Solar Project  
Revised Proposal for Services

Dear Mr. Puritz:

Thank you for the opportunity to submit this revised proposal regarding a proposed solar energy project at the landfill. We are excited about your interest in exploring solar energy development at the landfill, and appreciative of the opportunity to assist you in this endeavor.

Our project approach and scope of services described below have been designed in response to our discussions with Mr. Eric Hooper, DPW Director, and have been revised in accordance with discussions subsequent to the recent Board of Selectmen meeting.

***PROJECT APPROACH***

In an effort to minimize project costs and to allow decision-making by the Town at key milestones, our recommended project approach is to perform the work in phases. In the first phase, we recommend an evaluation of the interconnection options available and a recommendation of the preferred interconnection location, along with a preliminary description of the infrastructure required and cost of same for the recommended location. As part of this phase, we would also recommend determining the scope and costs for required landfill cap repairs and any landfill cap modifications that would be necessitated by the proposed solar project. At the completion of this first phase, the Town will have a clear understanding of the most cost effective interconnection location, as well as an estimate of the interconnection and landfill repair/modification costs.

For the second phase, we recommend the preparation of an RFP for the project to solicit the interest of private solar developers. At the discretion of the Town, the RFP could be written such that the risk of permitting the project (interconnection and DEP approval) would be transferred to the developer. This approach has been taken by several communities in MA to date. Alternatively, the Town could move forward with initiating the utility interconnection process and the DEP approval process. The primary benefit to this approach is that it removes risk from the developer and provides greater clarity to the required scope of work for the project, both of which contribute to more favorable pricing to the Town. It should be noted however that the permits and approvals secured by the Town in this fashion would necessarily be contingent on a

|                |             |              |               |       |           |              |             |              |            |
|----------------|-------------|--------------|---------------|-------|-----------|--------------|-------------|--------------|------------|
| Massachusetts  | Connecticut | Rhode Island | New Hampshire | Maine | Vermont   | New York     | New Jersey  | Pennsylvania | Florida    |
| Peabody (HQ)   | Rocky Hill  | Coventry     | Portsmouth    | York  | Waterbury | Poughkeepsie | Cinnaminson | Pottstown    | Fort Myers |
| Foxborough     |             |              |               |       |           |              | Edison      |              | Sarasota   |
| Woburn         |             |              |               |       |           |              |             |              |            |
| Bourne         |             |              |               |       |           |              |             |              |            |
| Chatham        |             |              |               |       |           |              |             |              |            |
| South Yarmouth |             |              |               |       |           |              |             |              |            |

*When it's essential...it's Weston&Sampson.®*

"typical" design, and that the developer's final project design would need to be re-submitted to, or reviewed by, the local utility and MA DEP which may result in changes to the approval conditions. These permitting tasks have been included in the third phase, but could be performed simultaneously with RFP preparation if requested.

## ***SCOPE OF SERVICES***

### **Phase I**

#### **Task 1 – Interconnection Options Analysis**

This task will include an evaluation of potential interconnection options for a proposed 2 MW solar PV project at the landfill, and the recommendation of a preferred interconnection location. The evaluation will include an analysis of the existing electrical infrastructure at up to 3 potentially viable locations, as well as an evaluation of electrical code or utility interconnection requirements that would impact a proposed interconnection at the location.

The deliverable from this task will be a technical memo describing the recommended interconnection location, with a description of the utility or electrical improvements required based on available capacity, utility metering and protection requirements, etc. The memo will include a preliminary one-line electrical diagram for the recommended interconnection option as well as a preliminary electrical site plan, along with an estimate of the construction cost for the interconnection.

#### **Task 2 – LF Cap Repair & Improvement**

This task will include a determination of the required landfill cap repairs based on our recent inspections of the landfill. In addition, we will recommend specific improvements that are either required or desirable relative to the future installation of a solar project at the landfill. For each, we will include a description of the work necessary as well as a cost estimate for construction.

### **Phase II**

#### **Task 3 – Preparation of Request for Proposals**

This task will include providing support to the Town for the development of a Request for Proposals for a third party developer to finance, develop, own and operate a utility scale solar project on the landfill. We anticipate that the RFP will be released under MGL Ch 30B as a long term land lease solicitation; with incorporation of MGL Ch 25A to the extent the Town is willing to consider executing a long term energy purchase agreement with the developer. Weston & Sampson will prepare a description of the project and a technical requirements package for inclusion with the RFP, and will provide a draft RFP modeled upon similar municipal solicitations. We expect that the Town will engage the services of town counsel or procurement staff to review the RFP and correspond with MA DOER and other state agencies as required.

#### **Task 4 – Miscellaneous Services**

This task will include providing support services to the Town on an as-requested basis, related to the development or procurement of the project.

#### **Phase III**

#### **Task 5 – Utility Interconnection Application**

This task will include the preparation and submittal of an interconnection application for the selected interconnection location, as well as coordination with the local utility. Specific activities will include:

- Contact the local utility regarding the proposed project and interconnection, to determine the correct procedure for filing for interconnection, based on current DPU regulations and the local utility requirements.
- Complete draft interconnection application to be filed with the local utility along with electrical load estimates, and drawings prepared during conceptual phase. Work with possible solar panel vendors to obtain system data to complete the application technical sections.
- Update the proposed electrical site plan for the interconnection.
- Provide written functional description of proposed interconnection, metering and protective device functions.
- Attend up to two meetings with the local utility after the submittal of the application to review the application and provide supplemental information if required.

#### **Task 6 – MA DEP Post Closure Use Permit**

This task will include preparing and filing a Post Closure Use Permit for the proposed project, in accordance with DEP requirements. It is anticipated that this effort will include the preparation of a preliminary project design report with drawings and preliminary technical specifications for a nominal 2 MW PV system. The preliminary design report will include typical project design features (panel layout, ballasted racking system, connection wiring, pad mounted inverters, etc). The application will also include supplemental technical information required by DEP including:

- Storm water analysis
- Geotechnical analysis
- Operation & Maintenance requirements
- Health & Safety requirements

This task includes a pre-filing meeting with DEP staff to review the project and application requirements. Coordination with DEP and preparation of supplemental information requested by DEP after submittal of the application is not included.

### ***ASSUMPTIONS & LIMITATIONS***

The preceding Scope of Services is subject to the following limitations:

- The Town will provide or make accessible pertinent information, such as electric load and billing history, site master plans or surveys, landfill closure documents, etc.
- The Town will allow access to the landfill for site visits.
- Exploratory field work, such as drilling, survey, wetlands delineation, etc is not included.
- Assistance with project solicitation, evaluation, award and contract management is not included; however, these services can be provided upon request and additional authorization.
- Services subsequent to the submittal of the DEP permit application are not included (with the exception of responding to minor administrative and technical requests).

### ***PROJECT SCHEDULE***

We will complete Phase I services within forty-five days of authorization to proceed. We can complete Phase II services within 30 days of authorization to proceed with this phase. Phase III services can be completed within 60 days of authorization to proceed with this phase.

### ***COMPENSATION***

The Scope of Services shall be completed on a fixed fee per task basis based on the following schedule:

| <b>Task</b>                             | <b>Fixed Fee</b> |
|---|------------------|
| Task 1 – Interconnection Recommendation | \$5,200          |
| Task 2 – LF Repairs & Improvements      | \$2,500          |
| <b>Phase I subtotal</b>                 | <b>\$7,700</b>   |
| Task 3 – RFP Preparation                | \$5,000          |
| Task 4 – Miscellaneous Services         | \$800            |
| <b>Phase II subtotal</b>                | <b>\$5,800</b>   |
| Task 5 – Interconnection Application    | \$5,000          |
| Task 6 – Post Closure Use Permit        | \$25,000         |
| <b>Phase III subtotal</b>               | <b>\$30,000</b>  |
| <b>Total</b>                            | <b>\$43,500</b>  |

13,500

Additional services will be provided on an hourly rate basis, or subject to negotiated fixed fees. Invoices will be submitted monthly on a percent complete by task basis.

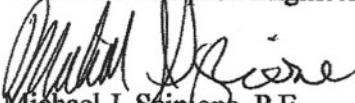
### ***TERMS AND CONDITIONS***

Services performed pursuant to this proposal will be governed by the Weston & Sampson General Terms and Conditions dated February 2, 2010 (attached) or mutually acceptable terms and conditions provided by the Town. We will require an executed copy of this proposal, a purchase order, or other equivalent written authorization prior to commencing work.

We appreciate the opportunity to submit this proposal, and we look forward to working with you on this project. If you have any questions, please feel free to call me at (978) 532-1900.

Very truly yours,

Weston & Sampson Engineers, Inc.

  
Michael J. Scipione, P.E.  
President & CEO

Accepted For:

Town of Sharon, MA

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

\_\_\_\_\_  
(Name & Title)

Approved by Phase as initialed  
below:

Phase I Authorization \_\_\_\_\_

Phase II Authorization \_\_\_\_\_

Phase III Authorization \_\_\_\_\_

Attachment

T:\Marketing\Proposals\76210\Sharon\LF Solar proposal.doc