

Confederated Tribes of the Umatilla Indian Reservation (CTUIR)
Department of Economic & Community Development (DECD)

Request for Proposal (RFP)

Tribal Environmental Recovery Facility Solar PV Array System Installation Services

Administrative Contact

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Critical Dates

RFP Issued:	June 17, 2026
Clarification Request Deadline:	June 26, 2026 at 4:00 PM Pacific
Proposal Submission Deadline:	July 6, 2026 at 4:00 PM Pacific
Estimated Selection Notification:	Within two (2) weeks of Proposal Submission Deadline
Target Date for Substantial Completion:	November 1, 2026

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- 1) NREL PV Watts report for solar PV system site based on preliminary sizing study.

Background and Project Purpose

The Confederated Tribes of the Umatilla Indian Reservation (CTUIR), located in northeastern Oregon, has over 3,100 tribal members and is home to three tribes- the Umatilla, Cayuse and Walla Walla tribes (CTUIR, 2020). Figure 1 shows the Aboriginal Title Lands (light green) and current reservation boundaries (dark green). The reservation consists of 172,000 acres mainly within the Umatilla River watershed. CTUIR is located near several small communities including Pendleton, Adams, Athena, Weston, and Pilot Rock, which represent a combined population of over 20,000 people. CTUIR provides a broad range of services to its citizens and community, including management of natural resources, tribal health, First Foods, cultural resources, education, and economic development, as CTUIR is one of the largest employers in northeastern Oregon.

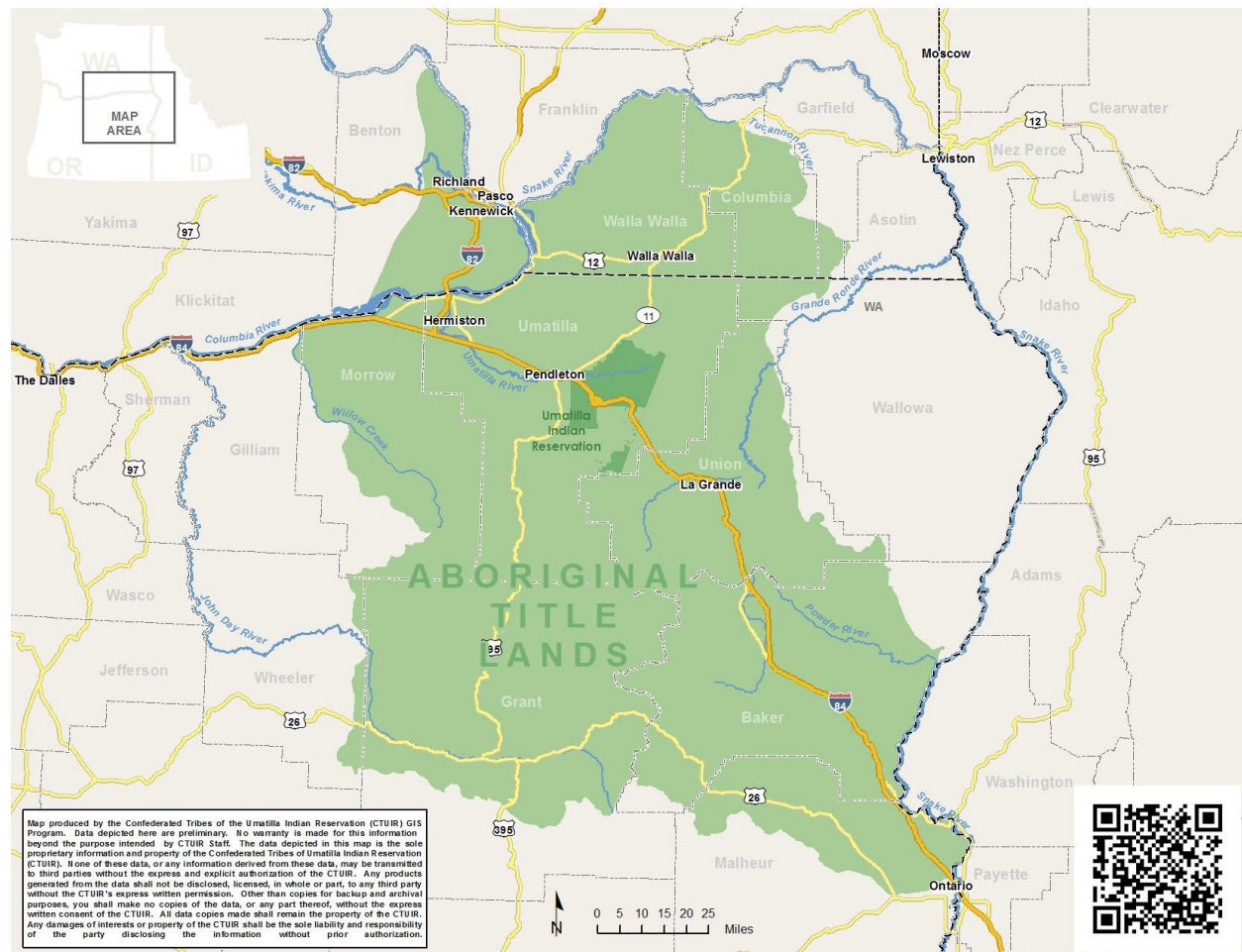


Figure 1: CTUIR Aboriginal Title Lands.

The basis for defining health of the eco-cultural system of CTUIR lands is known as *Tamánwit*, which is an unwritten natural law developed over 10,000 years of experience maintaining a balance between human and non-human systems, and practiced by the Umatilla, Walla Walla, and Cayuse since time immemorial (Schure et al., 2013). Protection of First Foods, principally water, is a cornerstone of *Tamánwit*.

Project Purpose

The CTUIR seek to deploy a ground mounted net-metered solar PV array system at the Tribal Environmental Recovery Facility (TERF) shown in Figures 2 and 3 located at Coyote Business Park South within the Umatilla Indian Reservation. This RFP is intended for experienced and qualified solar installers that are OR CCB licensed and registered Trade Allys with the Energy Trust of Oregon.

Proposal Guidelines

This RFP represents the requirements for an open and competitive selection process. Proposals will be accepted until the Proposal Submission Deadline shown on the cover page of this RFP. Any proposals received after this date and time will not be reviewed; the sender will be notified as such. Submission of a proposal constitutes the contractor's affirmation that all terms and conditions contained in the proposal constitute a binding offer that shall remain firm during the entirety of the procurement process. All proposals must be signed by an official agent or authorized representative of the contractor submitting the proposal.

RFP respondents must adhere to the deadlines indicated on the cover of this RFP. Requests submitted after the specified date and time will not be considered. Questions regarding this RFP and/or requests for clarification shall be sent to the technical contact identified on the cover page. CTUIR may request clarification from RFP respondents on any portion of their proposal during the evaluation period.

The CTUIR shall not be held liable for any expenses incurred by RFP respondents prior to and during the selection process. This includes, but is not limited to, preparing and submitting proposals, and participating in negotiations (including, for the selected contractor, the required prerequisite site visit and data review for project proposal validation),

Proposals must contain all information requested in this RFP. The CTUIR will not consider additional information submitted after the Proposal Submission Deadline and may reject incomplete proposals. Contract terms and conditions will be negotiated upon selecting the winning respondent to this RFP.

Scope of Work

The selected contractor will provide assistance to the CTUIR in support of constructing one (1) new ground-mounted net-metered solar PV array system at the location indicated in Figures 2 and 3. The interconnecting electric utility is [PacifiCorp](#) dba [Pacific Power](#). The preliminary system-sizing analysis is provided as an attachment to this RFP as a supplement to help guide potential RFP respondents with proposal development. Upon initial selection, the contractor will review and assess utility electricity usage data (to be provided by CTUIR) for the proposed solar PV system installation site and visit the site in person to validate proposal cost, schedule, and other proposal contents prior to contract execution. This prerequisite task is to ensure contract accuracy between the parties.

The selected contractor must give preference to certified Indian Owned Businesses (IOBs) in the award of any subcontracts in accordance with Chapter 5 of the TERO Code. Specifically, the selected contractor shall coordinate with the TERO Program and use TERO's Certified Indian Owned Business Directory to solicit qualified IOBs for all subcontracting opportunities on this project (TERO Code §§ 5.01, 6.02(A)(5)). Where a certified IOB timely submits a responsive and qualified subcontract bid, the selected contractor shall apply the solicitation preference set forth in Section 5.06 of the TERO Code—including the applicable added bidding value—when evaluating bids, such that a responsive and qualified IOB bid that is within the

applicable percentage of the lowest non-Indian bid shall be awarded the subcontract. The selected contractor shall document its IOB solicitation efforts and, where a subcontract is awarded to a non-IOB, the basis for that selection, consistent with the Indian sub-contracting hiring goals established in the contractor's Compliance Agreement (TERO Code § 6.02(A)(6)).

Required Inclusions and System Criteria

The proposed net-metered solar PV array system will include and/or satisfy the following design criteria.

1. **Target annual AC electricity generation:** 32,000 kWh_{AC}
2. **Inverter type:** String
3. **Racking footer type:** Ground screws
4. **Workmanship warranty:** 3-years from date of commercial operation

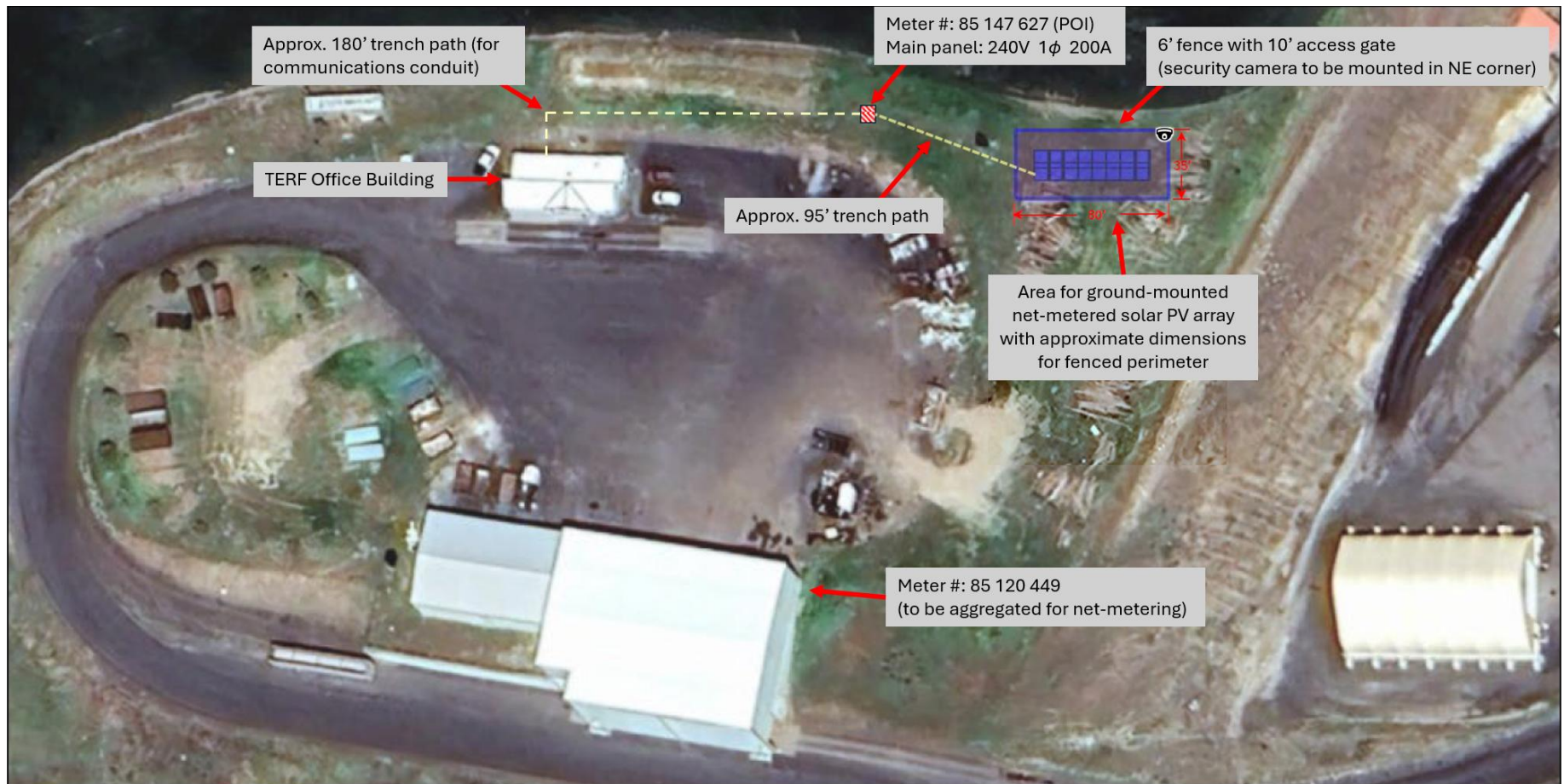


Figure 2: Overview of prospective solar PV system installation area at the Tribal Environmental Recovery Facility (TERF) located at 72292 S Market Road, Pendleton, OR 97801.



Figure 3: Recent photo of solar PV system installation area at the TERF taken following the completion of site clearing activities.

Task Descriptions

RFP respondents shall review the CTUIR [Land Development Code](#)¹, [Tribal Employment Rights Office \(TERO\) Code](#)², and [Adopted Building Codes](#)³ for information critical to proposal development and project success. Additional information on permits and fees can be found online.⁴ Please note that the applicable TERO Fee based on the Compliance Tax rate found in Section 6.03 of the TERO Code will be paid for directly by CTUIR. The selected contractor will perform the following tasks included in the scope of work (SOW) for this RFP, which includes hiring a TERO employee as indicated in Task 4.

Prerequisite Task – Site Visit and Data Review for Project Proposal Validation

The selected contractor will review and assess utility electricity usage data for the solar PV array system installation site (to be provided by CTUIR) and visit the site in person to validate proposal cost, schedule, and other proposal contents. This task is to affirm project deliverability as proposed and is a prerequisite to contract execution. CTUIR is responsible for having site boundaries surveyed if needed.

Task 1 – Utility Interconnection Study and Net Metering Agreement Processing

In Task 1, the selected contractor will lead utility interconnection study, net metering agreement execution, and associated activities for the solar PV array system with support from CTUIR. Two utility power meters are located at the TERF and will be aggregated for net metering purposes if possible.

Task 2 – Permitting

In Task 2, the selected contractor will support CTUIR with the development and processing of relevant permit applications (e.g., CTUIR development permit).

Task 3 – Financial Incentive Reservation Application Processing

In Task 3, the selected contractor will prepare and file financial incentive (e.g., rebates) reservation applications, as applicable for the solar PV array system, on CTUIR's behalf naming CTUIR as the payee. For example, the Energy Trust of Oregon may offer a solar PV array system rebate for the TERF which is served by PacifiCorp.

Task 4 – Solar PV System Installation

In Task 4, the selected contractor will complete construction of the solar PV array system, furnishing all associated materials, equipment, and labor, including one (1) TERO employee – the cost for the TERO employee to be hired to support this task will be finalized during contracting. **Note that site preparation (i.e., grading and gravel) and communications conduit (from office building to specified location near proposed solar PV array) installation are excluded from the requested SOW – these tasks will be managed by CTUIR in coordination with the selected contractor.** The system shall have internet access (provided by CTUIR) for remote performance monitoring purposes and be enclosed within a fence per applicable requirements including those of the Energy Trust of Oregon. Additionally, the selected contractor will install conduit to the northeastern most fence post for connecting a security camera (to be provided by CTUIR) that will be pole-mounted in that location.

¹ <https://ctuir.org/departments/office-of-legal-counsel/codesstatuteslaws/land-development-code/>

² <https://ctuir.org/departments/office-of-legal-counsel/codesstatuteslaws/tero-code/>

³ <https://ctuir.org/departments/tribal-planning-office/current-planning-building/ctuir-adopted-building-codes/>

⁴ <https://ctuir.org/departments/tribal-planning-office/current-planning-building/planning-permit-applications-forms-fees/>

Task 5 – Solar PV System Commissioning and Performance Validation

In Task 5, the selected contractor will commission the net-metered solar PV array system and validate system performance along with remote monitoring system functionality. Additionally, a system specific operations and maintenance manual and owners guide will be provided for the solar PV array system.

Task 6 – Project Closeout

In Task 6, the selected contractor will support CTUIR with project closeout activities as needed. For example, this may include providing project records and other information/data.

Deliverables

Table 1 summarizes deliverables to be produced through completion of all tasks identified in the Scope Work.

Table 1: Overview of Project Deliverables

Task(s)	Associated Deliverable(s)
Prereq.	<ul style="list-style-type: none"> Fully executed solar PV installation services contract.
1	<ul style="list-style-type: none"> One (1) utility interconnection study report. One (1) fully executed net-metering agreement. One (1) approved meter aggregation form.
2	<ul style="list-style-type: none"> Final design packet with calculations for the solar PV array system to be installed. Permits issued for the solar PV array system to be installed.
3	<ul style="list-style-type: none"> Completed financial incentive reservation application submitted as applicable.
4 and 5	<ul style="list-style-type: none"> One (1) fully commissioned ground mounted net-metered solar PV array system. One (1) performance validation report. One (1) system specific operations and maintenance manual/owners guide.
6	<ul style="list-style-type: none"> Project documentation as requested by the CTUIR Project Manager.

Project Budget

RFP respondents are to propose their budget for completing the scope of work indicated in this RFP, making sure to include a reasonable contingency amount to account for project soft costs.

RFP and Project Timeline

RFP Timeline

The RFP issue date, clarification request deadline, proposal submission deadline, estimated timeframe for selection notification, and target date for substantial completion are indicated on the cover of this RFP. RFP respondents will be notified if additional information or discussions are needed to clarify any aspects of submitted proposals. RFP respondents not selected will be notified within three (3) weeks of the Award Selection Notification date. Upon notification, contract negotiations with the winning contractor will begin immediately and conclude as soon as practically possible with the intent to immediately begin project work. The CTUIR may terminate negotiations with the highest ranked contractor if a mutually agreeable contract is not completed within a reasonable timeframe. The CTUIR will then enter into negotiations with an alternate RFP respondent in order of next highest-ranking proposal. However, if negotiations continue to fail, the CTUIR may formally terminate the solicitation.

Project Timeline

Project work is anticipated to begin immediately following contract execution. The target date for Substantial Completion is indicated on the cover page of this RFP. Specifically for this project,

Substantial Completion is defined as 100% of construction and installation activities completed and to be approved by the authority having jurisdiction (AHJ) following any remaining inspections at the time.

Required Qualifications

The following qualifications are required for contractor selection consideration.

1. Active contractor's license and registration with the Oregon Construction Contractors Board (OR CCB)
2. Performance bonding sufficient for the proposed project
3. Active Energy Trust of Oregon Trade Ally contractor registration

Required Proposal Components

Potential contractors shall provide the following components in proposals submitted in response to this RFP. The selected firm shall provide invoices with cost data that conforms to CTUIR reporting requirements – the specific reporting format will be provided during contract negotiations.

1. Statement of Qualifications (SOQ): RFP respondents shall provide an SOQ relevant to the Project Scope, including but not limited to:
 - a. a description of relevant firm experience including area(s) of expertise, required qualifications, the number of years providing services similar to those requested in this RFP with specific examples, and references with contact information that may be contacted by CTUIR for verification of past performance;
 - b. biosketches for key staff that are likely to support the project pending contractor selection; and
 - c. firm size, e.g., the approximate number of organizational staff and office locations.
2. Scope of Work (SOW): RFP respondents shall describe the SOW they are proposing to complete in response to this RFP, including a list of specific inclusions and exclusions. **The list of inclusions shall include, but not be limited to, the items listed in the Required Inclusions and System Criteria section of this RFP.**
3. Schedule: RFP respondents shall provide the schedule for completing their proposed SOW using a Gantt chart or similar that includes milestones and other critical project dates.
4. Budget: RFP respondents shall provide their budget for completing their proposed scope of work in response to this RFP and shall include a contingency amount that will be set aside for project soft costs that may be encountered. **Note the following:**
 - Standard (not prevailing) wage rates apply.
 - Permitting, cultural monitoring, and TERO Compliance Taxes are not to be included in the proposed budget - CTUIR will directly cover the cost of these project expenses.

Proposal Evaluation Criteria and Submission Instructions

Proposals will be evaluated based on the following criteria (100 total points available). Key factors influencing proposal scores include quality and comprehension, approach feasibility, identification of and solutions to potential challenges and risks, schedule practicality, and overall value. The proposal scoring rubric is provided in Table 2.

Table 2: Proposal Scoring Rubric

Proposal Component	Points
Statement of Qualifications	35
Scope of Work	27
Schedule	19
Budget	14
Tribal Preference	5
Total Points Available	100

Proposals must be submitted no later than the Proposal Submission Deadline (date and time) Pacific Standard Time (PST) shown on the cover of this RFP to be accepted. Submit proposals in PDF format electronically via email to the CTUIR contact(s) shown on the cover of this RFP with the subject containing the name of the candidate firm followed by "Response to RFP for TERF Solar PV Array System Installation Services". Proposals delivered by conventional mail (hardcopy) or facsimile will not be accepted.

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The expected range is based on 30 years of actual weather data at the given location and is intended to provide an indication of the variation you might see. For more information, please refer to this NLR report: The Error Report.

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The energy output range is based on analysis of 30 years of historical weather data, and is intended to provide an indication of the possible interannual variability in generation for a Fixed (open rack) PV system at this location.

RESULTS

32,000 kWh/Year*

System output may range from 30,275 to 32,508 kWh per year near this location.

Month	Solar Radiation (kWh / m ² / day)	AC Energy (kWh)
January	1.95	1,149
February	3.18	1,688
March	4.62	2,615
April	5.64	3,050
May	6.23	3,419
June	6.81	3,566
July	8.07	4,275
August	7.44	3,944
September	6.30	3,325
October	4.40	2,485
November	2.65	1,495
December	1.67	989
Annual	4.91	32,000

Location and Station Identification

Requested Location	72292 S Market Rd, Pendleton, OR 97801
Solar Resource Data Location	NSRDB Lat/Lng: 45.65, -118.70
Latitude	45.65° N
Longitude	118.70° W

PV System Specifications

DC System Size	22.96021 kW
Module Type	Premium
Array Type	Fixed (open rack)
System Losses	14.07%
Array Tilt	33°
Array Azimuth	180°
DC to AC Size Ratio	1.2
Inverter Efficiency	96%
Ground Coverage Ratio	0.4
Albedo	From weather file
Bifacial	Yes (0.7)

Monthly Irradiance Loss	Jan	Feb	Mar	Apr	May	June
	0%	0%	0%	0%	0%	0%
	July	Aug	Sept	Oct	Nov	Dec
	0%	0%	0%	0%	0%	0%

Performance Metrics

DC Capacity Factor	15.9%
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