



GREEN DOT PUBLIC SCHOOLS
RFP TITLE: GREEN DOT PUBLIC SCHOOLS ROOF COATING, ROOF REPAIR, &
SOLAR PANEL REMOVAL, REINSTALLATION & RECOMMISSIONING PROJECT
RFP#: FY27-004
DATE OF ISSUANCE: Friday, May 15, 2026

Please submit all proposals electronically to:
Contract and Procurement Department
Green Dot Public Schools
To: purchasing@greendot.org and
CC: ca-facilities@greendot.org
Subject line: "XXXX (Vendor name) - Proposal – JMS/BUN ROOF & SOLAR RFP#: FY27-004"

Mandatory Site Tour- For Complete Evaluation of Existing Conditions
Location: 1655 E. 27th Street, Los Angeles, CA 90011
Date & Time: Thursday, May 21, 2026 at 7:00 AM PST

Bid Due Date: Friday, June 5, 2026 at 5:00 PM PST

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1. Introduction and Purpose

Introduction: Green Dot Public Schools (“GDPS”) is a nonprofit public charter school organization based in Los Angeles, California, operating middle and high schools throughout Los Angeles County. GDPS’s mission is to help transform public education so that all students graduate prepared for college, leadership, and life. GDPS’s schools are built upon the following core values:

- Personal Responsibility
- Passion for Excellence
- Respect for Others & Community
- All Stakeholders are Critical in the Education Process and
- An Unwavering Belief in ALL Students’ Potential.

GDPS serves around 10,000 students across all 17 school sites.

The project site located at:

1655 E. 27th Street

Los Angeles, CA 90011

houses:

- Ánimo Jefferson Middle School (JMS) - 1st Floor
- Ánimo Ralph Bunche Charter High School (BUN) - 2nd Floor

Purpose: GDPS is soliciting proposals from qualified contractors to perform:

- roof coating and roof repair services, and/or
- solar photovoltaic system removal, reinstallation, and recommissioning services

at the JMS/BUN campus.

The purpose of this project is to:

- extend the useful life of the existing roofing system
- address roof deficiencies and waterproofing concerns
- maintain operational rooftop solar infrastructure
- improve overall facility performance and energy efficiency
- minimize disruptions to school operations

2. RFP Timeline

GDPS anticipates the following proposed timeline for procurement events.

Event	Date
RFP publication	Friday, May 15, 2026
Mandatory Site Tour- For Complete Evaluation of Existing Conditions 1655 E. 27th Street, Los Angeles, CA 90011 - Pedestrian Entrance Gate -	Thursday, May 21, 2026 at 7:00 AM PST
Deadline for Questions	Tuesday, May 26, 2026 at 5:00 PM PST
GDPS Issues Responses to all Respondents	Friday, May 29, 2026
Proposal Submittal Deadline	Friday, June 5, 2026 at 5:00 PM PST
GDPS Evaluation of Proposals	June 8–10, 2026
Anticipated Award Date	June 11, 2026
Contract Execution / Preconstruction Meeting	June 15–16, 2026
Project Start Date	On or before Thursday, June 18, 2026
Project Completion Date (Hard Deadline)	On or before Monday, August 03, 2026

3. RFP Process

GDPS, at its sole discretion, reserves the right to reject any or all bids. Mandatory site tour for complete evaluation of existing conditions will be on **Thursday, May 21, 2026 at 7:00 AM PST at 1655 E. 27th Street, Los Angeles, CA 90011.** Questions regarding this RFP must be submitted in writing by e-mail to GDPS at purchasing@greendot.org and ca-facilities@greendot.org on or before **Tuesday, May 26, 2026 at 5:00 PM PST.** **All responses to questions will be sent to respondents by Friday, May 29, 2026 5:00 PM PST. ALL PROPOSALS ARE DUE BY 5:00 PM on Friday, June 5, 2026 via email.** Electronic submissions are requested, and it is recommended that your submission be sent sufficiently in advance of the deadline in case of server delays. RFPs received after this date and time will not be accepted. Each RFP must conform and be responsive to the requirements set forth in this RFP, and must be submitted in the format specified by GDPS as defined in this RFP. GDPS reserves the right to waive

any informalities or irregularities in the RFP. Further, **GDPS** reserves the right to reject all RFPs and to negotiate contract terms with one or more respondents.

Separate Trade Scopes

This RFP is intentionally divided into two independent scopes to encourage competitive pricing and participation by qualified specialty contractors.

Scope A:

Roof Coating & Roof Repair

Scope B:

Solar Panel Removal, Reinstallation, and Recommissioning

Contractors may:

- bid on Scope A only
- bid on Scope B only
- bid on both scopes

GDPS reserves the right to:

- award scopes independently
- award scopes to separate contractors
- award all scopes to one qualified contractor

Multi-Contractor Coordination Requirements

GDPS anticipates that Scope A and Scope B may be awarded to separate contractors.

All proposers acknowledge that successful project execution requires active coordination between roofing and solar contractors.

Contractors awarded separate scopes shall cooperate fully regarding:

- scheduling
- site access
- rooftop sequencing
- equipment staging
- shutdown procedures
- flashing coordination
- system recommissioning
- safety procedures

Failure to coordinate may be considered a breach of contract obligations.

Roofing contractor shall retain responsibility for roof system watertight integrity. Solar contractor shall coordinate all attachment, flashing, and penetration work to maintain roof warranty compliance.

4. Minimum Requirements

General Requirements

All proposers shall:

- maintain all required California licenses
- maintain required insurance
- comply with OSHA and Cal/OSHA regulations
- comply with California Education Code requirements
- demonstrate experience on occupied K-12 campuses
- Contractors shall cooperate fully with other awarded contractors. Failure to coordinate scheduling, access, sequencing, or safety requirements may constitute default under the contract.
- Prime contractors shall self-perform a minimum of 50% of their awarded trade scope unless otherwise approved by GDPS.
- Contractors shall provide schedule recovery plans if project milestones are delayed.
- Project Completion Date (Hard Deadline) will be on or before Monday, August 03, 2026

Coordination Capability Requirements:

Contractors shall demonstrate experience coordinating work with other trades on active commercial, institutional, or K–12 campuses.

Proposers shall identify:

- proposed coordination personnel
- communication procedures
- scheduling approach
- prior similar coordination experience

To ensure quality, safety, and compliance with GDPS standards, all contractors submitting proposals under Scope A and/or Scope B must meet the following minimum requirements:

Scope A:

- **License Requirement**
The Contractor shall possess one of the following valid and current California

contractor licenses at the time of proposal submission and throughout the contract term:

- **C-39 (Roofing Contractor)** license, or
- **B (General Building Contractor)** license.

If a **B (General Building Contractor)** serves as the prime contractor, a **C-39 (Roofing Contractor)** subcontractor **must be identified prior to award**. The roofing scope of work **must be performed exclusively by a C-39 licensed subcontractor**. Prime contractors are strongly encouraged to self-perform the majority of their awarded trade scope.

- **Experience**

- Have a **minimum of ten (10) years of verifiable experience** performing commercial or institutional roof coating projects of similar scope and size.
- Demonstrate prior experience working on **active K–12 school campuses** or similar projects in scope and value, with proven ability to coordinate around school operations.

- **Insurance and Bonding**

- Provide proof of General Liability Insurance with minimum coverage limits of:
 - \$1,000,000 per occurrence
 - \$3,000,000 aggregate
 - \$4,000,000 excess/umbrella liability coverage

for a combined maximum aggregate liability limit of **\$7,000,000**.

- Provide **Workers' Compensation Insurance** in compliance with state law.
- Furnish **Performance and Payment Bonds** for 100% of the contract value upon award.

- **Safety and Compliance**

- Comply with all applicable **Cal/OSHA, EPA, and local safety and environmental regulations**.
- Maintain an approved **Injury and Illness Prevention Program (IIPP)**.
- Ensure all on-site personnel have undergone **background checks** as required by the **California Education Code** for work on school campuses.

- **Manufacturer Certification**

- Be an **approved or certified applicator** of the roof coating manufacturer specified in the scope of work.
- Submit documentation verifying certification or manufacturer authorization.

- **Project Staffing and Supervision**

- Assign a **qualified Project Manager and Site Superintendent** with demonstrated experience in roof coating projects.
- Ensure that at least one on-site supervisor present at all times who can communicate effectively with Green Dot Public School staff

- **References**

- Provide at least **three (3) references** from projects of similar scope and complexity, preferably for public or educational institutions. References shall be from projects completed within the last five (5) years. .

Failure to provide accurate, complete, and verifiable information may result in disqualification from consideration.

Scope B:

- **License Requirement**

- The Contractor shall possess one or more of the following valid and current California contractor licenses at the time of proposal submission and throughout the contract term:
 - C-46 (Solar Contractor) License; OR
 - C-10 (Electrical Contractor) License with demonstrated experience in commercial solar photovoltaic systems.

If the prime contractor does not hold both applicable licenses required to perform all aspects of the work, the proposer must identify all specialty subcontractors at the time of proposal submission.

All electrical work shall be performed by properly licensed contractors in accordance with California Contractor State License Board (CSLB) requirements.

- **Experience**

- Contractor shall demonstrate:
 - Minimum five (5) years of verifiable experience performing commercial solar photovoltaic removal, reinstallation, recommissioning, or detach/reset projects.

- Experience with rooftop solar systems installed on occupied commercial, institutional, or educational facilities.
- Demonstrated experience coordinating solar detach/reset work in conjunction with roofing or waterproofing projects.
- Experience performing electrical shutdowns, system recommissioning, production verification, and monitoring system restoration.
- Experience with systems of similar size and complexity preferred.

Contractors shall provide a list of comparable projects completed within the past five (5) years.

- **Insurance and Bonding**

- Contractor shall provide proof of the following minimum insurance coverage:

General Liability Insurance:

- Minimum \$1,000,000 per occurrence
- Minimum \$3,000,000 aggregate
- Minimum \$4,000,000 excess liability umbrella coverage

Workers' Compensation Insurance:

- In full compliance with California State requirements

Automobile Liability Insurance:

- Required for all vehicles used onsite

Bonding:

Upon award, contractor shall furnish

- Performance Bond for 100% of contract value
- Payment Bond for 100% of contract value

All insurance carriers must be licensed to operate in California.

Green Dot Public Schools shall be named as additional insured where applicable.

- **Safety and Compliance**

- Contractor shall comply with all applicable:
 - OSHA regulations
 - Cal/OSHA regulations
 - National Electrical Code (NEC)

- California Electrical Code (CEC)
- Local AHJ requirements
- Utility interconnection requirements

- Contractor shall:
 - Maintain a written Injury and Illness Prevention Program (IIPP)
 - Implement lockout/tagout procedures during shutdown and recommissioning
 - Provide fall protection systems for rooftop work
 - Maintain proper student/staff separation and campus safety controls
 - Ensure all onsite personnel comply with California Education Code requirements for work on school campuses
 - Coordinate all electrical shutdowns with GDPS Facilities

Contractor shall be solely responsible for maintaining safe work conditions throughout the project.

- **Manufacturer Certification**

Contractor shall provide documentation demonstrating:

- Manufacturer authorization and/or certification for installation or servicing of the proposed solar equipment where applicable
- Experience with inverter manufacturers and monitoring platforms currently installed onsite
- Ability to maintain or restore existing manufacturer warranties where possible

Contractor shall identify:

- inverter manufacturers
- monitoring systems
- proposed replacement equipment (if applicable)

Any substituted components shall be compatible with the existing system and approved by GDPS prior to installation.

- **Project Staffing and Supervision**

Contractor shall assign qualified personnel to the project, including:

- Project Manager
- Site Superintendent or Foreman
- Qualified Electrical Supervisor
- Safety Representative (if required)

At least one qualified supervisor shall remain onsite whenever work is being performed.

Project personnel shall demonstrate experience with:

- rooftop PV systems
- commercial electrical systems
- school campus coordination
- solar recommissioning procedures

Contractor shall provide:

- resumes or qualifications of key personnel
- emergency contact information
- chain of command for field coordination

- **References**

Contractor shall provide a minimum of three (3) references from projects of similar scope and complexity completed within the past five (5) years.

References should preferably include:

- K-12 school districts
- public agencies
- commercial or institutional facilities

Each reference shall include:

- project name
- project location
- client/contact name
- phone number and email
- scope performed
- contract value
- completion date

At least one project reference involving:

- rooftop solar detach/reset
- reroof coordination
- or solar recommissioning

is strongly preferred.

Failure to provide accurate, complete, and verifiable information may result in disqualification from consideration.

5. Scope of Work

Scope A: Roof Coating & Repair — Comprehensive Scope of Work

Project: Roof Coating — Green Dot Public Schools (Los Angeles, CA)

System: Premium Silicone Cool Roof (Energy Star / CRRC rated / Title-24 compliant)

Desired Warranty: Minimum 15-Year Manufacturer Material & Labor Warranty

Estimated Roof Area: Approximately 58,000 SF (Contractor to verify during site visit)

1. Project Overview

Contractor shall furnish all labor, materials, equipment, supervision, and incidentals to provide a complete roof coating system that restores and extends the life of the existing roof assemblies, provides waterproofing and UV protection, and improves energy performance in compliance with Title-24 and CRRC requirements. Work shall meet manufacturer specifications and industry standards.

2. Scope Summary (high level)

- Pre-construction site walk and logistics/safety planning with GDPS Facilities.
- Full roof inspection and documentation (photographs, notes, measurements).
- Surface repairs (base sheet, modified bitumen, plywood or substrate repairs) as documented.
- Cleaning and preparation (power washing, loose material removal).
- Priming / bleed blocker on asphaltic/granulated surfaces.
- Application of specified silicone coating to required mil thickness (typically two coats).
- Flashing and penetration repairs, curb and curb-mount work, pipe jacks, vents, drains.
- Roofing contractor shall coordinate work sequencing and roof access with the awarded solar contractor.
- Final inspection, testing, and closeout package (warranty, certifications, as-built photos).

3. Pre-Bid / Pre-Construction Requirements

- Site Visits: Mandatory site visits. Contractors must verify conditions, measurements, drain locations, roof slope and ponding areas, solar panel locations, HVAC and other equipment (Operational and non-operational) and access.
 - Prospective bidders will collaborate on the most suitable materials for this specific project (meeting to be held at the end of the site-

visit).

- Submittals (prior to mobilization):
 - Manufacturer product data, SDS, and CRRC / Title-24 documentation.
 - Applicator and installer qualifications and certifications.
 - Project schedule, traffic and access plan, safety plan (including fall protection and confined space procedures), and daily site supervision plan.
 - Mock-up plan (if required).
 - Insurance certificates, bonds (if required), and list of key personnel.
- Mock-Up: **GDPS** may request around 100 SF mock-up area to demonstrate adhesion, coverage, finish, and color. Mock-up must be approved before full application.

4. Safety, Site Access & Coordination

- Contractor is responsible for compliance with OSHA and California OSHA; provide daily supervision and a competent safety manager on site.
- Work on active K–12 campuses requires a site-specific safety plan, student/staff separation, signage, and restricted access during work hours. Coordinate with Facilities to avoid disruptions to classes, events, tests. Night/weekend work may be required.
- Contractor to provide protection for building occupants and assets below roof: coverings, drip containment, and signage.
- Contractor shall provide water access for pressure washing and manage runoff per local regulations (GDPS to confirm allowable runoff handling). Contractor is not responsible for permanent drainage beyond roof membrane unless specifically agreed.
- A VCF (Vendor Certification Form) must be completed and submit to the Facilities team prior work starts

5. Inspection & Condition Assessment (Pre-work)

Contractor shall perform and submit a written roof condition report with repair recommendation for each roof area, including:

- Membrane type and condition (TPO, SBS, BUR, modified bitumen, metal, etc.).
- Existing flashings, seams, blisters, splits, delamination, ponding areas (documented with photos and GPS or roof grid references).

- Locations of penetrations, curbs, ducts, drains, solar arrays, HVAC and other equipment (Operational and non-operational) and antennas.
- Substrate deck notes (sagging, soft spots) and recommendations.
- Drain capacity and condition; recommend plumbing coordination if drain work required.

Repairs must be itemized and priced as unit prices in the bid (e.g., per sq. ft. base sheet, per linear foot flashing, per sheet plywood replacement, per linear foot rafter replacement).

6. Surface Preparation & Repairs (detailed)

- Debris Removal: Remove loose materials, gravel (unless manufacturer requires gravel retention), ponded water, biological growth, and dirt.
- Power Washing: Pressure wash per manufacturer's recommendations; allow roof to fully dry before proceeding.
- TPO / Silicone Interface Repairs: Cut out and remove areas of flaking or delaminated silicone. Prepare TPO seams per manufacturer guidance (repair or replace as required).
- Membrane Repairs: Replace/repair fractured seams, blisters, splits; install #28 base sheet and modified bitumen where required or per manufacturer instructions.
- Wood/Deck Repair: Replace deteriorated plywood (CDX) and damaged rafters at unit prices. Provide shim or fiberboard to correct low spots and ensure drainage to drains. Secure and fasten per code.
- Flashing & Perimeter: Inspect and repair parapet flashings, counter-flashing, gravel stops, and copings.
- Penetrations / Curbs: Re-flash curbs and penetrations. Apply manufacturer-approved fabric reinforcement (microfiber/cloth) and silicone at curbs, vents, stacks, and HVAC curbs. Replace pipe jacks and vent boots if damaged.
- Solar Panel Coordination: Contractor to coordinate removal/partial lifting of panels if required. Roofing contractor shall coordinate all roof preparation and coating activities with the awarded solar contractor following solar detach/reset operations.

7. Drainage & Roof Drains

- Inspect and test drains for flow. Remove debris or clogs.
- Replace or repair storm drains, strainers, and leader connections as required. Coordinate with licensed plumber for work beyond roof membrane. Include flashing of drains in coating scope.
- Provide cost for raising or reconfiguring drains or installing tapered insulation to correct ponding (if requested).

8. Materials & Systems (minimum requirements)

- Coating: Premium silicone roof coating — CRRC rated, Title-24 compliant, solvent-free, single-component moisture cure silicone, meeting manufacturer specs. Provide product data sheets and CRRC report.
- Bleed Blocker / Primer: Use asphalt bleed blocker / primer for asphaltic/granulated surfaces where required (e.g., 1.5 gal/100 SF typical).
- Reinforcement Fabric: Use manufacturer-approved microfiber or polyester reinforcement at transitions, flashings, and penetrations.
- Base Sheet / Modified Bitumen: #28 base sheet and modified bitumen blends where specified.
- Accessories: Aluminum paint for pipes, UV protective topcoat if required, compatible sealants, edge termination systems.

For **liquid-applied systems**, the contractor must specify wet film and dry film thickness (WFT/DFT) and gallons applied per 100 SF, consistent with manufacturer requirements. **GDPS** requires minimum certified DFT across the roof (e.g., 20–30 mils cumulative, or as specified).

For **other roofing systems**, the contractor must document installation rates and materials in accordance with manufacturer specifications and approved submittals.

9. Application & Quality Control

- Weather Window: Do not apply when rain is forecast within 24–48 hrs (or per manufacturer). Air temperature and substrate temperature must be within manufacturer range. Humidity limits apply.
- Coats: Apply primer/bleed blocker (if required), then silicone topcoats per manufacturer rates. Typical: 2 coats silicone @ manufacturer coverage to achieve required DFT. Provide coverage certification.
- Reinforcement: Apply fabric at seams, transitions, curbs, parapet bends, and areas of movement per manufacturer detail.
- Curing: Allow proper cure times; do not permit foot traffic or equipment on cured surface until full cure.
- Adhesion Tests: **GDPS** may request adhesion testing (e.g., peel tests). Contractor to correct any adhesion failures at contractor expense.
- Daily QC: Contractor project manager to perform daily walk and document weather, crews, materials used, and photos. Maintain daily logs.

10. Testing & Acceptance

- Final Walk-through: Conduct final inspection with GDPS Facilities. Document any punchlist items.
- Thickness Verification: Provide DFT readings and coverage reports. GDPS may randomly verify with gauges.
- Water Test: GDPS may require ponding water tests after cure to verify waterproofing in critical areas. Contractor to correct leaks discovered within warranty period.
- Acceptance Criteria: No active leaks; uniform coating appearance; manufacturer required DFT met; all penetrations and flashings watertight.

11. Warranty & Closeout

- Warranties Required:
 - Manufacturer system warranty (minimum 15 years) — include coverage details and exclusions.
- Closeout Documents: Provide product data sheets, SDS, certificates of compliance, applicator certifications, manufacturer warranty, signed roof warranty letter, photographs of completed work, as-built drawings, maintenance recommendations, and final invoice.
- Warranty Claims: Contractor must provide contact info and response timelines for warranty claims. GDPS expects access to roofing subcontractor if GC used.

12. Cleaning & Restoration

- Remove all rooftop debris and transport offsite.
- Reinstall/realign any rooftop equipment only if included in scope and with GDPS authorization. Contractor not responsible for underlying mechanical systems condition.
- Paint pipes/penetrations with aluminum or roof-colored paint as specified.

13. Scheduling & Phasing

- Work to be scheduled to minimize impacts on school operations. Coordinate with Facilities for staging, deliveries, and mobilization. Provide master schedule and daily work windows.
- Phasing: Provide plan for multi-building phasing to maintain operations and occupant safety.

14. Deliverables (Minimum)

1. Project schedule with milestones and durations.
2. Pre-work condition report with photos.
3. Product data, SDS, and CRRC/Title-24 documentation.
4. Applicator certifications and insurance.
5. Mock-up report & approval (if applicable).
6. Daily logs and progress photos.
7. Weekly progress updates during construction
8. Final DFT/thickness report and punchlist.
9. Warranty and closeout documentation.
10. As-built photographs and marked up roof plan.

15. Contractor Qualifications & Insurance

- Minimum 10 years experience on similar commercial/educational roof coating projects and evidence of completed projects of similar scale.
- References from at least three (3) recent school or public sector projects.
- Approved applicator per manufacturer.
- Licenses: California C-39 (Roofing) or equivalent. If GC bids, must disclose subcontracting to roofing subcontractor and provide direct contact information for the roofing sub. **GDPS** must have direct performance/communication lines with the roofing contractor.
- Insurance: Workers' Comp (CA), **General Liability Insurance** with a minimum coverage of **\$1,000,000 per occurrence** and **\$3,000,000 aggregate**, and four million dollars (\$4,000,000) excess liability policy for a maximum of seven million dollars (\$7,000,000) per aggregate limit, Auto, and any required bonds. Provide certificates prior to mobilization.
- Demonstrated capacity to complete projects of similar scope and size.

16. Permits & Codes

- Contractor to obtain all permits required by City of Los Angeles Department of Building and Safety. Permit costs paid by **GDPS** unless otherwise stated. Work must conform to all applicable codes, Title-24 requirements, and local ordinances.

17. Pricing, Change Orders & Payment

- Bids must include: base scope price, unit prices for common repairs (plywood replacement per SF, base sheet per SF, flashing per LF), Roofing contractor shall coordinate detach/reset sequencing and rooftop

access with the awarded solar contractor, and pricing for night/weekend work if requested.

- Change orders must be written and signed before extra work. Contractor to price all change orders with labor, materials, and markups.
- Payment terms: per RFP — typically with progress payments tied to milestone inspections and final payment upon receipt of warranties and closeout documents.

18. Exclusions

- Costs associated with unforeseen structural repairs beyond substrate replacement limits.
- Removal/reinstallation of permanently fixed mechanical equipment unless expressly included.
- Work beyond roof membrane (underground plumbing, interior repairs due to existing pre-existing leaks unless caused by contractor).
- Permits (state who pays), unless stated otherwise.

19. Quality Assurance & Manufacturer Requirements

- Only applicators certified by the coating manufacturer may perform work. Provide manufacturer's written approval for contractor to install system and issue warranty.
- Use only manufacturer-approved primers, reinforcement, and accessories. Non-approved substitutions are not acceptable.

20. Coordination Responsibilities

Contractor shall coordinate all work activities with other awarded contractors and GDPS Facilities.

Coordination responsibilities include:

- work sequencing
- shutdown scheduling
- rooftop access
- material staging
- flashing and penetration coordination
- inspection coordination
- schedule recovery planning

Contractor shall participate in all required coordination meetings.

21. RFP Evaluation Criteria

Please refer section #7 under “**Evaluation Criteria**”

Scope B: Solar Panel Removal, Temporary Storage, Reinstallation & Recommissioning — Comprehensive Scope of Work

Project:

Solar Panel Removal, Temporary Storage, Reinstallation & Recommissioning — Green Dot Public Schools (Los Angeles, CA)

System:

Existing Rooftop Photovoltaic (PV) Solar System

Desired Outcome:

Safe removal, protection, reinstallation, testing, and recommissioning of the existing rooftop solar photovoltaic system while maintaining roof warranty compliance and restoring full operational performance.

Estimated System:

Contractors shall verify:

- Total number of solar modules
- Inverter quantities and capacities
- Racking systems
- Monitoring systems
- Electrical interconnection points during mandatory site visits.

1. Project Overview

Contractor shall furnish all labor, materials, supervision, equipment, tools, transportation, permits, testing, commissioning services, and incidentals necessary to safely remove, protect, store, reinstall, reconnect, test, and recommission the existing rooftop photovoltaic solar system at the JMS/BUN campus.

The work shall include coordination with the roofing contractor to facilitate roof coating and roof repair operations while minimizing disruption to campus operations and reducing solar system downtime.

All work shall comply with:

- applicable California codes
- NEC requirements
- utility interconnection requirements
- manufacturer specifications
- OSHA and Cal/OSHA standards
- industry best practices
- No solar shutdowns, disconnects, or energization activities shall occur without prior approval from GDPS Facilities.

2. Scope Summary (High Level)

- Pre-construction site walk and coordination meetings with GDPS Facilities and roofing contractor
- Full solar system inspection and documentation
- System shutdown and lockout/tagout procedures
- Removal and labeling of solar modules, racking, conduit, and associated equipment as required
- Protection and temporary storage of reusable equipment
- Coordination with roof coating contractor
- Reinstallation of solar modules and equipment
- Replacement of damaged or non-functional components (if required)
- Electrical reconnection and recommissioning
- System testing and production verification
- Final inspection and closeout documentation

3. Pre-Bid / Pre-Construction Requirements

Site Visits

Mandatory site visits are required.

Contractors shall verify:

- system size and configuration
- solar panel quantities
- inverter locations
- racking attachment conditions
- roof penetrations
- electrical interconnection points

- monitoring equipment
- roof access limitations
- staging and storage areas

Prospective bidders shall coordinate with GDPS Facilities and roofing contractors regarding:

- detach/reset sequencing
- access requirements
- temporary shutdown durations
- work phasing

Submittals (Prior to Mobilization)

Contractor shall submit:

- Product data sheets and specifications for replacement components (if applicable)
- Electrical shutdown and lockout/tagout procedures
- Project schedule and sequencing plan
- Temporary storage and protection plan
- Safety plan including fall protection procedures
- List of key personnel and subcontractors
- Insurance certificates and bonds (if required)
- Equipment inventory and labeling methodology
- Commissioning and testing plan

Mock-Up / Pilot Removal (If Required)

GDPS may require demonstration of:

- detach/reset procedures
- labeling procedures
- flashing coordination
- racking removal methods prior to full mobilization.

4. Safety, Site Access & Coordination

Contractor shall comply with:

- OSHA requirements
- Cal/OSHA requirements
- NEC requirements
- California Electrical Code
- utility safety requirements

Contractor Responsibilities

Contractor shall provide:

- competent onsite supervision
- qualified electrical personnel
- rooftop fall protection systems
- lockout/tagout procedures
- barricades and signage
- student/staff separation measures

Active Campus Coordination

Work shall be coordinated to minimize disruptions to:

- school operations
- summer programs
- facility access

Night/weekend work may be required.

Coordination with Roofing Contractor

Solar contractor shall coordinate:

- detach/reset sequencing
- roof access
- flashing installation
- penetration waterproofing
- work areas and staging

Solar contractor shall not reinstall equipment until affected roof areas have been released for reinstallation by the roofing contractor and accepted by GDPS Facilities.

Roofing contractor shall retain responsibility for roof system watertight integrity. Solar contractor shall coordinate all attachment, flashing, and penetration work to maintain roof warranty compliance.

5. Inspection & Existing System Assessment (Pre-Work)

Contractor shall perform and submit a written solar system condition assessment including:

- Existing module conditions
- Inverter conditions
- Racking system conditions

- Existing wiring and conduit conditions
- Existing penetrations and flashing conditions
- Monitoring system functionality
- Existing production deficiencies (if observed)
- Damaged or obsolete equipment identification

Documentation shall include:

- photographs
- equipment inventory
- panel counts
- inverter serial numbers
- roof layout references

6. System Shutdown, Removal & Temporary Storage

System Shutdown

Contractor shall:

- coordinate all shutdowns with GDPS Facilities
- implement lockout/tagout procedures
- safely disconnect electrical systems
- coordinate utility notifications if required

Solar Panel Removal

Contractor shall remove:

- solar modules
- racking systems (where required)
- attachment hardware
- conduits and wiring (as necessary)
- monitoring components
- combiner boxes (if necessary)

All removed equipment shall be:

- labeled
- inventoried
- photographed
- protected from damage

Temporary Storage

Contractor shall:

- include all labor, protection, transportation, handling, and temporary storage necessary to safely preserve reusable solar equipment during roofing operations.
- protect modules from breakage
- protect electrical equipment from moisture and weather
- maintain organized inventory tracking

Storage may be:

- onsite
- offsite
subject to GDPS approval.

7. Roof Coordination & Penetration Management

Contractor shall coordinate all:

- racking removal
- penetration exposure
- flashing requirements
- reinstallation sequencing
with the roofing contractor.

Penetration Requirements

Contractor shall:

- identify all roof penetrations
- coordinate waterproofing details
- ensure proper flashing integration
- prevent roof warranty violations

No penetrations shall be abandoned without GDPS approval.

8. Materials & Equipment (Minimum Requirements)

Contractor shall reuse existing equipment where feasible and approved by GDPS.

Replacement materials/components shall be:

- UL listed
- NEC compliant
- compatible with existing systems
- manufacturer approved

Potential Replacement Components

May include:

- solar modules
- wiring/connectors
- conduit
- inverter components
- mounting hardware
- monitoring components

Compatibility Requirements

Replacement equipment shall:

- match existing electrical characteristics
- maintain system compatibility
- preserve monitoring functionality
- maintain warranty compliance where possible

9. Reinstallation & Recommissioning

Reinstallation

Contractor shall reinstall:

- solar modules
- racking systems
- mounting hardware
- wiring and conduit
- monitoring equipment
- labeling and signage

All work shall comply with:

- manufacturer specifications
- NEC requirements
- local code requirements

Recommissioning

Contractor shall:

- reconnect electrical systems
- energize system safely
- verify inverter startup
- verify monitoring platform functionality
- verify communication systems

- test production output

System Optimization

Contractor shall:

- identify non-performing strings
- troubleshoot startup issues
- verify proper operation
- report deficiencies to GDPS

10. Testing & Acceptance

Testing Requirements

Contractor shall perform:

- voltage testing
- continuity testing
- insulation resistance testing
- inverter startup verification
- production verification
- monitoring verification

Final Walkthrough

Conduct final walkthrough with GDPS Facilities including:

- roof areas
- module alignment
- labeling verification
- equipment condition
- commissioning status

Acceptance Criteria

System shall:

- operate safely
- produce expected output
- communicate properly with monitoring systems
- pass all required inspections
- maintain watertight roof conditions

11. Warranty & Closeout

Warranties Required

Provide:

- minimum two (2) year workmanship warranty
- documentation of preserved manufacturer warranties where applicable

Closeout Documents

Provide:

- commissioning reports
- testing reports
- updated as-built drawings
- equipment inventory
- product data sheets
- warranty documents
- photographs of completed work
- final production verification report

Warranty Claims

Contractor shall provide:

- primary warranty contact
- emergency response procedures
- response timelines

12. Cleaning & Restoration

Contractor shall:

- remove all debris
- remove packaging materials
- dispose of damaged components legally
- leave roof areas clean and operational

Damaged roofing caused by solar contractor operations shall be repaired at contractor expense.

13. Scheduling & Phasing

Contractor shall:

- coordinate with roofing contractor schedule
- minimize solar downtime

- provide sequencing plan
- provide staffing plan for accelerated schedule if required

Work may require:

- phased detach/reset operations
- weekend work
- off-hours electrical shutdowns

14. Deliverables (Minimum)

1. Project schedule and sequencing plan
2. Existing condition assessment report
3. Equipment inventory list
4. Shutdown procedures
5. Daily progress reports
6. Progress photographs
7. Testing and commissioning reports
8. Monitoring verification documentation
9. Warranty documentation
10. Updated as-built documentation
11. Final production verification report

15. Contractor Qualifications & Insurance

- Minimum five (5) years experience performing commercial solar detach/reset or recommissioning projects
- Demonstrated experience coordinating with roofing contractors
- Experience on occupied K-12 or institutional facilities preferred
- Proper California licensing required
- References from similar projects required
- Required insurance and bonding per RFP requirements

16. Permits & Codes

Contractor shall obtain all required permits and inspections associated with:

- electrical work
- solar recommissioning
- utility coordination

All work shall comply with:

- NEC
- California Electrical Code

- local AHJ requirements
- utility interconnection requirements

17. Pricing, Change Orders & Payment

Bids shall include:

- base scope pricing
- detach/reset pricing
- temporary storage pricing
- recommissioning pricing
- unit pricing for damaged components
- allowance pricing (if requested)

Change orders must be approved in writing prior to additional work.

18. Exclusions

Unless specifically included:

- replacement of major failed solar equipment
- utility upgrade costs
- structural modifications
- new solar system expansion
- reroofing work

19. Quality Assurance & Manufacturer Requirements

Only qualified personnel shall perform:

- electrical disconnect/reconnect
- inverter commissioning
- monitoring integration

Contractor shall:

- follow manufacturer requirements
- maintain warranty compliance
- use approved materials and methods

Non-approved substitutions are not permitted.

20. Coordination Responsibilities

Contractor shall coordinate all work activities with other awarded contractors and GDPS Facilities.

Coordination responsibilities include:

- work sequencing
- shutdown scheduling
- rooftop access
- material staging
- flashing and penetration coordination
- inspection coordination
- schedule recovery planning

Contractor shall participate in all required coordination meetings

21. RFP Evaluation Criteria

Please refer section#6 under **“Evaluation Criteria”**

6. Proposal Submission Requirements

Roof Coating, Roof Repair, and Solar Panel Removal, Reinstallation & Recommissioning Project — Green Dot Public Schools (“GDPS”) (Los Angeles, CA)

To be considered responsive, each bidder must submit a complete proposal package addressing all items below. Incomplete submissions may be deemed non-responsive and rejected without further review.

Contractors may submit proposals for:

- Scope A only
- Scope B only
- Both Scope A and Scope B

Proposal responses shall clearly identify which scope(s) are being proposed.

Please limit response information to no more than forty (40) pages excluding:

- Cover Page
- Letter of Interest
- Table of Contents
- Resumes
- Product Data Sheets

- Required Forms
- Appendices

Submitted materials shall be limited to 8-1/2" x 11" page format.

Late responses will not be accepted.

Proposals shall be submitted electronically to:

- purchasing@greendot.org
- ca-facilities@greendot.org

by:

Friday, June 5, 2026 at 5:00 PM PST

Proposals should be organized using electronic tab sections corresponding to the sections below.

A. Cover Letter & Contractor Information

Each proposal shall include a signed cover letter on company letterhead including:

- Firm legal name
- Principal place of business
- Phone number
- Email address
- California contractor license number(s)
- DIR registration number (if applicable)

Proposal Contact

Provide:

- Primary contact name
- Title
- Direct phone number
- Email address

Scope Identification

Clearly identify:

- Scope A – Roof Coating & Roof Repair
- Scope B – Solar Panel Removal & Recommissioning
- or both scopes

being proposed.

Statement of Understanding

Include statement confirming:

- contractor reviewed all scope requirements
- contractor verified existing conditions
- contractor agrees to comply with applicable codes, safety requirements, manufacturer specifications, and project coordination requirements

Authorized Signature

Proposal shall include signature of an authorized officer legally authorized to bind the company.

Contractor Capability Statement

Provide:

- description of contractor's in-house services
- explanation of how services relate to proposed scope(s)
- description of self-performed work versus subcontracted work

Prime contractors must identify all subcontractors proposed for use on the project.

B. Table of Contents

Provide a clear, paginated Table of Contents referencing all required sections and attachments.

C. Contractor Qualifications

- Scope A Qualifications — Roof Coating & Roof Repair

Submit detailed qualifications demonstrating capability and experience to perform this type of roof coating work on active K–12 campuses and similar scope:

1. License: Valid California C-39 (Roofing Contractor) license. If a General Contractor (Class B) submits a proposal, they must disclose the licensed roofing subcontractor who will perform the work and provide direct contact information.
2. Experience: Minimum five (5) years of verifiable experience in commercial or educational roof coating projects of similar scale (≥50,000 SF).

3. History, number of years in business in California and National if applicable
 4. References: Provide at least three (3) references from recent (within 5 years) K–12 school or public-sector projects of comparable size and scope. Include project name, location, client contact, phone/email, contract amount, and completion date.
 5. Manufacturer Certification: Proof that contractor is an approved applicator for the proposed roof coating manufacturer (include manufacturer letter or certificate).
 6. Staffing: Identify key personnel assigned to the project, including Project Manager, Site Supervisor, and Safety Officer, with brief bios or resumes.
 7. Provide a statement of the Contractor’s financial capacity and capability to perform to the terms of this solicitation request
 8. Firm Track Record: Provide responses to the following items
 - a. Has your firm ever been terminated or dismissed by a client or replaced by another firm during any educational and/or related project? If so, explain in detail
 - b. Does your firm have any current or pending litigation? If so, please describe
 - c. Has your firm ever defaulted on a contract within the past five (5) years or declared bankruptcy, or been placed in receivership within the past five (5) years?
- Scope B Qualifications — Solar Panel Removal & Recommissioning

Contractors proposing Scope B shall provide:

1. License
 - a. Valid California C-46 Solar Contractor License; OR
 - b. Valid California C-10 Electrical Contractor License with demonstrated solar PV recommissioning experience
2. Experience
 - a. Minimum five (5) years of experience performing commercial solar detach/reset, recommissioning, or rooftop PV projects
 - b. Experience coordinating solar detach/reset with roofing projects preferred
3. References

Provide minimum three (3) comparable references including:

- a. project name
- b. project location
- c. client contact information

- d. scope performed
- e. contract value
- f. completion date

At least one project involving:

- a. rooftop solar detach/reset
- b. reroof coordination
- c. or solar recommissioning

is strongly preferred.

4. Manufacturer Experience

Provide documentation demonstrating experience with:

- a. inverter manufacturers
- b. monitoring systems
- c. PV recommissioning procedures

5. Staffing

Identify:

- a. Project Manager
- b. Electrical Supervisor
- c. Site Foreman
- d. Safety Representative

Provide resumes or qualifications summaries.

6. Financial Capacity & Firm History (Applicable to All Scopes)

Provide:

- a. statement of financial capability
- b. years in business
- c. relevant project history

Respond to the following:

- a. Has your firm ever been terminated or dismissed from a project?
- b. Does your firm have pending litigation?
- c. Has your firm defaulted on a contract, declared bankruptcy, or been placed into receivership within the past five (5) years?

If yes, explain in detail.

D. Technical Proposal

Contractors shall submit a detailed Technical Proposal describing how they will meet the requirements of the proposed scope(s).

Scope A Technical Proposal Requirements

Include:

- a. roof preparation methods
- b. repair methodology
- c. coating application procedures
- d. quality control approach
- e. coordination procedures with solar contractor

Scope B Technical Proposal Requirements

Include:

- a. solar shutdown procedures
- b. detach/reset methodology
- c. equipment labeling and storage approach
- d. recommissioning procedures
- e. testing and commissioning methodology
- f. coordination procedures with roofing contractor

Project Schedule

Provide:

- a. preliminary project schedule
- b. milestones
- c. phasing plan
- d. staffing plan
- e. estimated duration

Quality Assurance Plan

Provide:

- a. inspection procedures
- b. documentation methods
- c. testing procedures
- d. corrective action process
- e. daily reporting procedures

Safety Plan

Provide site-specific safety plan including:

- a. OSHA compliance
- b. fall protection
- c. lockout/tagout procedures (Scope B)
- d. campus safety controls
- e. student/staff separation procedures

Communication Plan

Describe coordination process with:

- a. GDPS Facilities
- b. school administration
- c. other contractors
- d. inspectors
- e. utility providers (if applicable)

Warranty & Maintenance

Provide summary of:

- a. manufacturer warranties
- b. workmanship warranties
- c. maintenance support
- d. warranty response procedures

E. Product Data & Submittals

Include complete documentation for all proposed materials, systems, and equipment.

Scope A Product Data

Include:

- a. coating product data sheets
- b. SDS documentation
- c. CRRC / Title-24 compliance documentation
- d. coating specifications
- e. DFT requirements
- f. reinforcement fabric specifications
- g. manufacturer warranties

Scope B Product Data

Include:

- a. replacement component specifications (if applicable)
- b. inverter specifications
- c. racking specifications
- d. monitoring system documentation
- e. commissioning procedures
- f. electrical equipment specifications

F. Site Inspection & Condition Report

Each proposer shall conduct mandatory site visit and submit:

- a. written condition assessment
- b. observations and deficiencies
- c. photographs
- d. confirmation of field verification

Contractor acknowledges responsibility for understanding existing conditions prior to proposal submission.

G. Cost Proposal

Submit detailed itemized pricing for proposed scope(s).

Scope A Pricing

Provide:

- a. base bid price
- b. unit pricing for repairs
- c. pricing for extended warranty options
- d. pricing for additional coating thickness (if requested)

Scope B Pricing

Provide:

- a. solar detach/reset pricing
- b. temporary storage pricing
- c. recommissioning pricing
- d. unit pricing for damaged panels
- e. unit pricing for inverter replacement
- f. allowance pricing for unforeseen component replacement (if requested)

Combined Pricing

Contractors bidding both scopes shall provide:

- a. separate pricing by scope
- b. combined project pricing
- c. coordination savings (if any)

Payment Schedule

Provide proposed progress payment schedule tied to:

- a. milestones
- b. inspections
- c. substantial completion
- d. final completion

H. Required Forms & Certifications

The following shall be included:

- a. Vendor Certification Form (VCF)
- b. Non-Collusion Declaration
- c. W-9
- d. Business License Copy
- e. Insurance Certificates
- f. Bonding Documentation (if required)

Insurance Requirements

Provide:

- a. General Liability Insurance
- b. Workers' Compensation Insurance
- c. Automobile Liability Insurance (if applicable)
- d. Excess/Umbrella Liability Coverage

GDPS shall be named as additional insured where applicable.

I. Proposal Format & Submission

Format

- PDF format only
- electronic submission only
- clearly organized by section

Submission Deadline

Friday, June 5, 2026 at 5:00 PM PST

Late proposals will not be accepted.

J. Evaluation Disclaimer

GDPS reserves the right to:

- reject any or all proposals
- waive informalities
- request clarifications
- negotiate pricing and scope
- award scopes independently or collectively
- waive interviews and award based solely on written proposals

Submission of proposal constitutes acceptance of these conditions.

K. Public Disclosure Notice

Proposer acknowledges that their proposal and any related records submitted therewith may be subject to disclosure under the California Public Records Act. Nothing in this RFP (or otherwise) shall be construed to limit or prevent compliance with the Public Records Act or any other applicable law requiring disclosure of public records.

7. Evaluation Criteria

Scope A and Scope B proposals may be evaluated independently based on the scope(s) proposed.

A “Best Value” method of selection will be utilized to evaluate proposals. GDPS reserves the right to award:

- Scope A independently
- Scope B independently
- or both scopes to a single proposer

Proposals will be evaluated based on the following criteria:

	Category	Criteria Description	Weight (%)	Scoring Guidance
1	Understanding of Scope & Approach	Demonstrated understanding of project requirements, existing conditions, restoration/recommissioning approach, site constraints, sequencing, and execution methodology. Includes site assessment, preparation, and execution plan.	20%	Poor understanding / vague approach (7) • Clear understanding and adequate plan (15) • Comprehensive, detailed, and feasible approach (20)
2	Coordination & Scheduling Approach	Demonstrated ability to coordinate multi-trade rooftop construction activities, minimize solar downtime, coordinate detach/reset sequencing, and maintain schedule compliance. Includes staffing, communication, and phasing strategy.	10%	Poor coordination strategy (3) • Adequate coordination and scheduling approach (7) • Detailed, proactive, and highly coordinated execution plan (10)

3	Technical Expertise & Experience with K12 setup	Relevant experience with similar roofing, roof restoration, solar detach/reset, or recommissioning projects on commercial, institutional, or K–12 facilities. Includes certifications, qualifications, and project success history.	15%	<p>Limited relevant experience (3) •</p> <p>Adequate experience and qualifications (8) •</p> <p>Extensive, proven track record with similar projects (15)</p>
4	Work Plan & Schedule	Realistic and well-structured timeline, sequencing of work, project management strategy, staffing plan, and ability to meet summer completion requirements while minimizing campus disruption.	15%	<p>Unclear or unrealistic schedule (3)</p> <p>Clear, feasible schedule (8)</p> <p>Detailed, efficient, and well-coordinated plan (15)</p>

5	Quality of Materials & Methods	Quality and suitability of proposed materials, products, restoration methods, solar recommissioning methods, and compliance with manufacturer standards and best practices.	15%	<p>Low-quality or unspecified materials (3)</p> <p>Acceptable quality/equivalent materials (85)</p> <p>High-quality, durable, and well-documented materials (1015)</p>
6	Safety & Compliance	Adherence to OSHA, Cal/OSHA, NEC, local code requirements, campus safety procedures, and demonstrated commitment to jobsite safety and quality control.	10%	<p>Minimal safety plan (0)</p> <p>Standard safety measures (5)</p> <p>Robust, comprehensive safety plan (10)</p>
7	Cost Proposal	Overall competitiveness, transparency, completeness, and reasonableness of pricing for Scope A, Scope B, or both scopes. Includes labor, materials, equipment,	10%	<p>Unclear or inflated pricing (1)</p> <p>Fair and transparent pricing (5)</p> <p>Competitive, detailed, and justified pricing (10)</p>

		allowances, contingencies, coordination costs, and long-term value to GDPS.		
8	Warranty & Post-Project Support	Duration and comprehensiveness of warranties on materials and workmanship. Responsiveness to post-project issues. Warranty should be inclusive of material and labor.	5%	Minimal or unclear warranty (under 8 yrs) (0) Standard warranty coverage(8-14 yrs) (3) Extended and well-supported warranty program (10) (over 14 yrs)
9	References & Reputation	Quality of references from past clients and reputation for reliability, communication, and workmanship.	5%	Weak or missing references (1) Adequate references (3) Strong endorsements and consistent record (5)
		Total Points available	100	

Proposals shall clearly separate pricing for Scope A and Scope B. Contractors proposing both scopes shall additionally provide combined pricing and identify any

coordination efficiencies or cost savings associated with integrated delivery. GDPS may evaluate pricing independently by scope or collectively based on best overall value.

Contractors submitting proposals for only one scope will be evaluated only against criteria relevant to the proposed scope.

8. JOINT COORDINATION REQUIREMENTS

- **Mandatory Preconstruction Meeting**

Attendance at preconstruction coordination meetings is mandatory for all awarded contractors and key subcontractors.

- **Integrated Project Schedule**

Contractors shall jointly develop and maintain an integrated project schedule subject to GDPS approval.

- **Solar Downtime Minimization (if applicable)**

Contractors shall coordinate work to minimize solar system downtime.

- **Responsibility Matrix**

Contractors shall submit a responsibility matrix identifying responsibilities for:

- shutdown
- detach/reset
- storage
- flashing
- recommissioning
- inspections
- Startup
- **Roofing contractor shall retain responsibility for roof system watertight integrity. Solar contractor shall coordinate all attachment, flashing, and penetration work to maintain roof warranty compliance.**

- **Daily Coordination**

Contractors shall participate in coordination meetings and provide daily progress updates.

- **Delay Responsibility**

Contractors may be held responsible for delays caused by failure to coordinate with other awarded contractors.

- **Shared Site Access**

Contractors shall coordinate rooftop access, crane usage, staging areas, and material deliveries.

9. Required Forms

- **Appendix A** - Vendor Certification of Criminal Background Clearance, Tuberculosis (TB) Clearance, and Credential Verification

