

Appendix A:

Scope of Work

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Napa County Office of Education

Administration Building & Camille Creek

Battery Energy Storage Systems

Scope of Work

Description of Project: This project consists of two (2) Battery Energy Storage Systems (BESS) for the Napa County Office of Education (Administration Bldg. & Camille Creek). Both systems are subject to the rules and oversight of the California Division of the State Architect (DSA). Both systems will integrate with the solar energy systems already constructed at the site and be able to provide back up to the Administration Building and the Camille Creek school in the event of an unplanned power outage/blackout or a public safety power outage by PG&E.

Project Team:

Napa County Office of Education (NCOE): Project Owner

127 Energy: NCOE Construction Consultant

PBK Architects: Architect of Record (AOR)

Solar Design Associates: Electrical Engineer (EEOR)

Kubala: Structural Engineer (SEOR)

Inspector of Record (IOR): TBD

Lab of Record (LOR): TBD

Description of System 1 - Administration Bldg: Electricity grid-connected, existing solar paired, BESS system with a total rated approximate capacity of 250.00 kWac/1,000.00 kWhr.

- 208V Interconnection
- Specified BESS equipment furnished by Owner
 - BESS: (4) EVO, Flex Series 250kWhr
 - EVO BESS Cabinet (4) w/ Integrated PCS
 - Rianal – CognitEMS Control System
- Existing 231.87kWdc Solar Canopy System

Description of System 2 – Camille Creek: Electricity grid-connected, existing solar paired, BESS system with a total rated approximate capacity of 250.00 kWac/500.00 kWhr.

- 208V Interconnection
- Specified BESS equipment approved by Owner
 - BESS: (2) EVO, Flex Series 250kWhr
 - EVO BESS Cabinet (2) w/ Integrated PCS
 - Rianal - CongnitEMS Control System
- Existing 178.20kWdc Solar Canopy System

A. General

- A. The contractor shall provide to the NCOE construction consultant all required shop drawings, submittals, samples, as-built drawings, operating manuals, bill of materials, overstock materials, and all warranties required by the contract documents.
- B. All requests for information (RFI's) must be through email.
- C. The contractor shall maintain and provide a daily work log and progress photos of the work
- D. The contractor shall provide required manufacturer quality control and completion documentation and checklists to the NCOE construction consultant.
- E. The contractor shall be responsible for all material stocking, storage & inventory control for their work.
- F. The contractor shall provide and be responsible for any storage containers and or field office trailers as needed to perform their work and coordinate the locations of these with the NCOE construction consultant.
- G. Contractor is responsible for supplying any temporary power and additional task lighting required to perform its work.
- H. Contractor is responsible for supplying any temporary water or meter required.
- I. Parking is the responsibility of the contractor; space may be limited. Coordinate with the NCOE construction consultant.
- J. Coordinate and manage inspections by the authority having jurisdiction (AHJ), DSA inspector of record IOR, DSA laboratory of record (LOR), special inspectors, utility field engineers/inspectors, NCOE consultants, as may be required, to obtain all final approvals.
- K. The contractor will attend a weekly project call coordinated by the NCOE construction consultant. The contractor will report on any safety incidents, work progress, changes in the work, delays in the work, procurement, and equipment deliveries.
- L. The contractor will provide a weekly report to include, at a minimum, any safety incidents, work progress, delays in the work, procurement, and equipment deliveries, along with a 3-week look-ahead schedule.
- M. All of the contractor's work shall comply with all local, state, and federal building codes, laws, regulations, and DSA requirements.

B. Safety

- A. The contractor shall adhere to all current safety laws, including, but not limited to, local and federal OSHA regulations, and to NCOE safety standards.
- B. Personal PPE (hard hats, safety vests, safety glasses) is required on this project by all persons, at all times.
- C. The contractor must keep records on-site of daily JSA's and weekly safety meetings and will provide copies to NCOE's construction manager upon request.
- D. The contractor must have at least one OSHA 30-trained employee on-site at all times when their work is being performed.
- E. The contractor must keep records onsite of individuals who are trained and qualified to operate equipment on the jobsite.
- F. The contractor must contact 'Dig Alert' or the appropriate company to identify all underground lines before any trenching, boring, or excavation activities. Any service outages caused by the performance of the work will be the responsibility of the contractor. Any ground penetrating radar (GPR) or other location services required for areas internal to the project that Dig Alert does not trace/mark out are the responsibility of the contractor before any trenching, boring, or excavation activities.
- G. The contractor shall always have a designated superintendent on site while their activities are being conducted to be a single point-of-contact for both NCOE and their construction management.
- H. The contractor is responsible for providing and installing all required safety equipment, rails, protection, or other devices and or equipment necessary to safely complete the work.
- I. The contractor is responsible for security measures to protect any materials staged and work in place during non-working hours.
- J. The contractor shall comply with all security and safety requirements and regulations of NCOE and DSA.
- K. The contractor is responsible for providing all PPE & or specialized equipment required for the safe performance of their work.
- L. The contractor is responsible for providing monthly reporting, including at a minimum the number of hours worked, the number of safety incidents and accidents, and the current OSHA rates for the project.
- M. The following safety documents will be provided to the NCOE construction consultant for review and approval before issuance of a Notice to Proceed.
 - a. Contractors General Safety Plan
 - b. Site Specific Safety Plan
 - c. Site Specific Emergency Action Plan

C. Specific Scope

The contractor is responsible for providing all labor, material, tools, equipment, and supervision to complete a fully functioning and complete BESS system per the contract documents and as detailed below;

I. General

- 1) All cranes and or lifts for offloading and material placement.
- 2) All rigging of materials and equipment.
- 3) Unloading, inventory, and storage of all contractor material delivered to the project site.
- 4) All necessary protection for existing facilities, utilities, landscaping, and irrigation.
- 5) Location and potholing/test pits of existing underground pipelines and or utilities that are at risk due to proximity to the work.
- 6) Any and all personnel lifts and or scaffolds.
- 7) Furnish all required trash/recycling/spoils removal and dumpsters.
- 8) Maintain all areas free of waste materials, debris, and rubbish. Maintain the site in a clean and orderly fashion.
- 9) Furnish and maintain the required temporary restroom/handwash stations at the code-required numbers and frequency of maintenance.
- 10) Supply all required rental equipment and tools.

II. Electrical & System Components

1. Receive, store/secure, and install owner-supplied equipment. (Est. Delivery 12/01/26)
 - a. BESS Units (6) EVO, Flex Series 250kWhr
 - b. EVO BESS Cabinet w/integrated PCS (6)
 - c. Rianal - CognitEMS Control System (2)
2. Furnish and install all remaining required material and equipment for a complete BESS system, including, but not limited to;
 - a. Panelboards
 - b. Disconnects
 - c. Transformers
 - d. Relays
 - e. Automated Circuit Breakers
 - f. CT's
 - g. Fuses,
 - h. Meter Boxes/Customer Meters

3. Furnish and install all required conduit and raceways, wire and conductors, junction boxes, cable, wire & supports, and other hardware required for a complete system.
4. Furnish and install all required electrical system bonding and grounding.
5. Furnish and install all required miscellaneous mounting hardware, blocking, nuts, bolts, screws, rivets, or other material necessary for a complete installation of the system.
6. Furnish and install all required conduit, cable, and equipment to interconnect the BESS equipment, including any underground or overhead runs.
7. The contractor is responsible for all terminations and or interconnections of systems installed.

III. Metering & Monitoring

1. Furnish & install all required components for a complete data analysis system (DAS).

IV. Sitework

- a. The contractor shall furnish, install, and maintain for the duration of the project all necessary measures for any required SWPPP measures, as well as maintain dust control during the duration of the project.
- b. The contractor shall furnish necessary material and establish site lay down, storage, and logistics area(s) as required to construct the project, to be coordinated with the NCOE construction consultant.
- c. The contractor shall furnish and install any temporary construction barricades as necessary during construction.
- d. The contractor shall furnish and install permanent fencing, including grounding as required in the drawings.
- e. The contractor shall form, place, and finish all footings, foundations, and slabs for electrical equipment.
- f. The contractor shall form, place, and finish all footings, foundations, and slabs for any housekeeping pads.
- g. The contractor shall furnish and install any required bollards.
- h. The contractor shall perform all required underground trenching or boring, including furnishing and installation of conduit and fittings, furnishing, installation, and compaction as necessary of sand bedding of any direct burial cable.

- i. The contractor shall furnish and install all structures/junction boxes and or junctions of underground cable, whether in conduit or direct bury.
- j. The contractor is responsible for all backfilling, including importation of suitable material and compaction to the requirements set forth by the project engineer.
- k. The contractor is responsible for the export of any excavated spoils.

V. Testing and Commissioning

- 1. The contractor shall perform all required system start-up and commissioning activities required to ensure the proper operation of the individual components as well as the complete system.
- 2. The contractor shall perform all manufacturer's required start-up testing and commissioning checklists.
- 3. The contractor shall schedule and coordinate all required testing by the manufacturer's representatives, control systems, or 3rd parties.
- 4. The contractor shall provide and support the collection of all required operational data and reporting.
- 5. The contractor shall provide manpower and supervisory support for all testing and commissioning activities.
- 6. The contractor shall meet all required start-up and testing requirements as required by the utility or other jurisdictional agency.
- 7. When the contractor believes they have reached mechanical completion, the NCOE construction consultant will walk the project with the contractor to create an official project punch list. All critical punch list items must be corrected before the mechanical completion certificate can be issued.

VI. Other

- 1. The contractor shall supply and install all equipment labels, signage, perimeter signage, and placards.
- 2. The contractor is to perform all required demolition.
- 3. The contractor shall furnish and install all required material to support all equipment or conduit, such as uni-strut, plates, anchor bolts, supports, and any other hardware.
- 4. The contractor shall coordinate and ensure all required DSA LOR testing and IOR inspections are performed and properly signed off.

Additive Alternative No. 1: Bidder Percentage Markup for BESS Procurement

Bidders shall identify the percentage markup or procurement fee they would apply if requested to procure the District-selected BESS equipment on behalf of NCOE or a designated third-party financing entity. The equipment pricing established by NCOE shall remain unchanged; the bidder's proposed markup shall apply solely to the negotiated equipment cost and shall compensate the contractor for procurement services, including purchasing, logistics, receiving, storage, warranty administration, coordination, insurance, and associated project management responsibilities.

NCOE reserves the right, but is under no obligation, to exercise this Additive Alternate if doing so best supports the selected project financing or delivery method. Evaluation of bids will be based on the Base Bid unless otherwise stated in the Bid Documents.

Additive Alternative No. 2: Operations & Maintenance Services

Bidders shall provide a lump sum price for furnishing a five (5) year Operations and Maintenance (O&M) Services Agreement for the Battery Energy Storage System (BESS), commencing upon Final Completion and acceptance of the Project by NCOE.

The proposed O&M Services shall include, at a minimum:

- System monitoring
- Emergency service response and technical support.
- Scheduled preventive maintenance in accordance with the BESS manufacturer's recommendations.
- Routine inspections, testing, diagnostics, and system performance verification.
- Software and firmware updates, where authorized and applicable.
- Troubleshooting and corrective maintenance for system components not covered under separate manufacturer warranty obligations.
- Warranty administration and coordination with equipment manufacturers and suppliers.
- Analysis of system performance such as uptime, operations during an outage, discharge rate, etc.
- Preparation and submission of maintenance reports documenting inspections, maintenance activities, testing results, and recommended corrective actions.
- Compliance with all manufacturer requirements necessary to maintain applicable equipment warranties.

Bidders shall identify all assumptions, exclusions, response times for routine and emergency service calls, normal service hours, and any services that would be performed by subcontractors or equipment manufacturers.

In addition to the required five (5) year pricing, bidders may provide optional pricing for annual O&M Services for Years Six (6) through Ten (10). Such pricing shall be provided for informational purposes only and shall not be included in the evaluation of bids.

NCOE reserves the right, but is under no obligation, to award Additive Alternate No. 2. The District may elect to award the O&M Services Agreement at the time of contract award or at another time permitted by the Contract Documents.