



Nevada Solar for All
Request for Proposals (RFP): RFP-SFA-002
Lending Platform for Residential Solar

Milestone	Date
RFP launch date	January 29, 2025 2025
Questions Due	February 4, 2025 by 11:59pm Pacific Time
Answers Posted	February 7, 2025
<u>Proposals Due</u>	<u>February 19, 2025 by 11:59pm Pacific Time</u>
<u>Selection Notifications</u>	<u>February 25, 2025</u>
Memorandum of Understanding Execution	<u>February 28, 2025</u>

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1. BACKGROUND

The Nevada Clean Energy Fund (“NCEF”) received a \$156 million grant from the U.S. Environmental Protection Agency (“EPA”)’s Solar for All program to establish financial and technical assistance programs under its Nevada Solar for All (“NSFA”) initiative. NSFA will enable low-income and disadvantaged communities in Nevada to implement and benefit from solar energy. NSFA will administer statewide financial assistance programs for single-family homeowners, affordable housing properties, and residential-serving community solar that enable equitable access to solar in Nevada. NSFA will conduct targeted outreach, education, technical assistance, and workforce development in rural, urban, suburban, Tribal, and persistent poverty communities. NSFA will catalyze market transformation and impact for low-income solar in Nevada over the long-term by spurring regulatory change, building a sustainable and diverse solar workforce, and leveraging private capital.

NCEF is a nonprofit organization dedicated to supporting a thriving, affordable, and accessible clean energy economy by providing financial and technical resources to Nevadans. NCEF’s programs are designed to accelerate clean energy growth in the state, reduce energy costs, create jobs, and meaningfully address climate change. NCEF works with communities, affordable housing, local businesses, schools, governments, Tribes, utilities, contractors, and others to increase access to clean energy opportunities, from rooftop solar and energy storage to energy efficiency and electric vehicles. NCEF was established by Nevada statute in 2017 to serve as the state’s nonprofit green bank.

2. RFP PURPOSE

NCEF seeks proposals from qualified vendors whose underwriting and servicing capacity can support, expand, and streamline deployment of residential solar photovoltaic (PV) systems in Nevada. Ultimately, NCEF seeks to enter into a contract with one qualified vendor to provide all retail loan underwriting and management services associated with residential rooftop solar projects using NSFA financial assistance.¹ Up to \$5 million in federal financial assistance, including approximately \$2 million for single-family solar rebates and \$3 million for single-family solar loans may be deployed through the end of the NSFA period of performance ending May 2029.

To be considered, proposals must be submitted by the deadline of 11:59pm Pacific Time on February 19, 2025. This is a strict deadline. No proposals will be accepted after this deadline.

3. SCOPE OF WORK

All households participating in NSFA will receive financial assistance in the form of both a rebate/forgivable loan and a lightly secured standard loan (up to 15-year loan term). The selected vendor will be responsible for providing the following services related to approximately 250 to 300 single-family residences through April 2029 (i.e., approx. 75 homes annually). The scope of work includes:

1. **Software licensing:** hosting and providing NCEF with access to necessary fintech software platform for loan origination, project coordination, collections, program impact assessment, and contractor account management.

¹ NCEF reserves the right, in its sole discretion, to select additional vendors as a result of this RFP based on the strength of the application received.

2. **Loan underwriting and closing:** applicant document collection, underwriting, and agreement execution, including using alternative underwriting approaches.
3. **Loan disbursement:** Capital for the loans provided by NCEF must be disbursed to contractors upon various conditions, including full execution of loan closing documents and project completion.
4. **Solar contractor coordination:** NCEF will maintain a list of qualified solar contractors. Vendor will coordinate with contractors (i.e., payments and document collection) as needed for loan purposes.
5. **Loan servicing and collections:** management of loan repayment, UCC1 filings, loan forgiveness and default, and other servicing activities.
6. **Customer service:** communication and customer support provided to the homeowner related to the loan.
7. **Federal Consumer Lending Compliance:** support compliance with all federal consumer lending and data privacy requirements.
8. **Reporting:** support compliance with all applicable federal requirements associated with NSFA funding and reporting to NCEF, including collecting and reporting data on system size, household income, utility bills, estimated savings, and other items.

Please note that NCEF is responsible for marketing, outreach and acquisition of prospective residential customers, as well as recruitment and vetting of contractors.

4. PROPOSAL REQUIREMENTS

Proposal submissions should not exceed 40 pages, 1" margins, 12-point font, single-spaced (excluding attachments). Submissions should include the following three sections, in addition to the attachments listed further below:

Section 1: History, Qualifications, and Experience

- **Cover Page:** Include a cover page with your organization's EIN, unique entity identifier (UEI) from SAM.gov, and primary contact.
- **Company Information:** Provide background on your company, including size, location, areas of operation, business model, financial health, and experience providing loan management services for single-family residential rooftop solar. If relevant, include your experience working with low-income and disadvantaged communities, including using alternative underwriting approaches. Describe your organization's experience with complying with federal consumer lending and data privacy regulations, and disclose any history of regulatory violations, non-compliance, or fraud. Include as an attachment your company's last three (3) years of audited financial statements and at least three (3) references as an attachment (see Appendix B - Reference Questionnaire).
- **Personnel & Qualifications:** Provide an overview of your team, including roles, responsibilities, and relevant experience. Include one-page resumes for up to five (5) key personnel employed by the RFP respondent (see Appendix A – Template Resume).

Section 2: Technical Proposal

- **Loan Origination, Underwriting, and Servicing Approach:** Describe your operational approach to loan intake, underwriting, and servicing for residential solar systems, including coordination with installers, fees, and potential risks, challenges, and mitigation approaches.
- **Organizational capacity plan:** Describe your plan for scaling up organizational capacity (staffing, software, and other resources) to deliver on this proposed contract.

- **Software Platform:** Provide a detailed description of your software platform, including how it carries out each step of the loan process (including application intake), reporting capabilities, how customers, contractors, and NCEF would interact with the platform, and security protocols.
- **Subcontractors:** Describe the use of any third-party subcontractors in your loan management activities and your approach to communicating with, supervising, and assuring performance/compliance of subcontractors or third-party vendors.
- **Other services:** Describe any other services you can or would like to provide, such as resident income verification, marketing and outreach, and/or Renewable Energy Certificate (REC) monitoring and monetization. Note that costs for these additional services will not be determined by this RFP, and should be excluded from the cost proposal below (or, if included, priced separately).

Section 3: Cost Proposal

- **Fees:** Provide a cost proposal that includes a detailed and comprehensive description of any fees your company proposes to assess the services provided, including any setup costs, software licensing fees, and underwriting and servicing fees. Provide a description of each fee, including structure (e.g., fixed, percentage of capital, spread percentage) and a rationale for each. Describe how the fee structure supports alignment between NCEF and the vendor over the life of the loan.

5. ATTACHMENTS

- One-page resumes for at least three (3) and up to five (5) key personnel. (See Appendix A – Template Resume)
- At least three (3) professional references from site hosts, customers, or finance institutions with whom you have completed similar projects. Include contact information and a brief description of the work performed. (See Appendix B - Reference Questionnaire. Completed Reference Questionnaires should be submitted directly to NCEF by reference.)
- The last three (3) years of audited financial statements.
- Additional attachments may be included but are discouraged and should be kept to a minimum.

6. EVALUATION CRITERIA

Proposals will be evaluated based on the following criteria and will be consistently evaluated and scored based on the following factors and relative weights:

A. History, Qualifications, and Experience (35%)

- Demonstrated experience in developing and implementing loan servicing processes, including software, loan origination, underwriting, and management of loan payments over time.
- Demonstrated experience implementing alternative underwriting approaches.
- Ability to integrate software with lenders and single-family homeowners.
- Capitalization and financial health as evidenced in financial statements to sustain loan servicing operations of sufficient size and scope.
- Compliance with financial and data privacy regulations as well as other relevant standards.

- Evidence of history of compliance with Nevada (or relevant jurisdiction) statutes governing lending and financial transactions.
- No history of regulatory violations, non-compliance, or fraud per background check.
- Positive references from previous clients. (Please use the template in Appendix B)
- Proven track record of loan servicing to clients over several years.

B. Technical Proposal (30%)

- Clarity, feasibility, and reasonableness of single-family underwriting, structuring, and implementation for rooftop solar loans.
- Robust software platform functionalities for each step of the loan process (including application intake), reporting capabilities, how customers, contractors, and NCEF would interact with the platform, and security protocols.
- Ability to generate loan closing agreements that clearly describe loan terms and conditions to loan borrowers.
- Demonstrated ability to provide timely communication and assistance to borrowers about the qualifying terms of their loan and respond to service requests from borrowers over the term of their agreement.
- Ability to collect and retain borrower data and provide regular reports and accounting statements of loans serviced.

C. Cost Proposal (35%)

- High cost-effectiveness and efficient use of federal funds.
- Maximum financial benefits provided to customers.

7. SUBMISSION INSTRUCTIONS

Submit your proposal electronically to info@nevadacef.org with the subject line “Lending Platform RFP” no later than 11:59pm Pacific Time on February 19 2025. Responses must be provided as attachments to an email. It is recommended that attachments with file sizes exceeding 25MB be compressed (i.e., zipped) to ensure message delivery. Late submissions will not be considered. Only electronic responses will be accepted.

NCEF will not respond to individual submissions or publish publicly a compendium of responses. A response to this RFP will not be viewed as a binding commitment to develop or pursue the project or ideas discussed.

8. QUESTIONS

All questions regarding this solicitation shall be submitted to info@nevadacef.org with the subject line “Lending Platform RFP Question” by February 4, 2025 at 11:59pm Pacific Time. NCEF targets posting answers on its website on February 7, 2025.

9. TERMS AND CONDITIONS

NCEF reserves the right to accept or reject any or all proposals, and to negotiate with any respondent. All materials submitted as part of the proposal become the property of NCEF and may be used as deemed necessary. The selected vendor(s) will enter into a formal contract with NCEF before commencement of any Solar for All activities.

Appendix A – Resume Template

A Microsoft Word version of Appendix A is available for download [here](#).

Name of RFP Respondent (Firm):			
Individual's Name:			
Individual's Title:			
Years in Classification:		Years with Firm:	
BRIEF SUMMARY OF PROFESSIONAL EXPERIENCE Include a summary of the proposed individual's professional experience.			
RELEVANT EXPERIENCE Include timeframe, company name, company location, position title held during the term of the contract/project and details of the contract/project.			
EDUCATION Include institution name, city, state, degree, and/or achievement and date completed/received.			
CERTIFICATIONS Include type of certification and date completed/received			

Appendix B – Reference Questionnaire

A Microsoft Word version of Appendix B is available for download [here](#).

1. BUSINESS REFERENCE INSTRUCTIONS

The Nevada Clean Energy Fund (NCEF) requires business references for each RFP response.

- RFP respondents should provide Appendix B to every organization providing a business reference.
- Completed questionnaires should be submitted to info@nevadacef.org with “**Single-Family RFP Reference**” in the subject line.
 - **Do not return the Reference Questionnaire to the Proposing Vendor.** References must be submitted to NCEF by the entity writing the reference.
- The completed Reference Questionnaire must be received no later than the due date in *Section 2*.
- In addition to collecting the Reference Questionnaire, NCEF may contact references by phone.
- NCEF requests all questions be answered.
- If an answer is not known, please answer as ‘U/K’.
- If the question is not applicable, please answer as ‘N/A’.
- If additional space is needed to answer a question or provide a comment, please attach additional pages.
- If attaching additional pages, please place your company/organization name on each page and reference the appropriate RFP number.
- NCEF will treat completed Reference Questionnaires as confidential. NCEF will not disclose submitted references but will confirm if a reference has been received.

2. REFERENCE INFORMATION

Company Providing Reference:	
Contact Name:	
Contact Title:	
Contact Phone:	
Contact Email Address:	

2. REFERENCE QUESTIONS

Provide a numerical rating corresponding to the below rating methodology.

Category	Rating
Poor or Inadequate Performance	0
Below Average Performance	1-3
Average Performance	4-6
Above Average Performance	7-9
Excellent Performance	10

QUESTION	COMMENT	RATING
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In what capacity have you worked with this vendor in the past?		
Rate the vendor's knowledge and expertise.		
Rate the vendor's flexibility relative to changes in the project scope and timelines.		
Rate your level of satisfaction with soft and/or hard copy materials produced by the vendor.		
Rate the dynamics/interaction between the vendor and your staff.		
Rate your satisfaction with the products developed by the vendor.		
Rate how well the agreed upon, scope of work and planned schedule was consistently met and deliverables provided on time and per specifications.		
Rate the overall customer service and timeliness in responding to customer service inquiries, issues, and resolutions.		
Rate the knowledge of the vendor's assigned staff and their ability to accomplish duties as contracted.		