PAE Solar Donation Program Request for Proposal: Non-profit Solar + Optional Battery Storage

Issued by: PAE Consulting Engineers, Inc. (PAE)
Submission Deadline: Friday, January 29th, 2027 by 5:00pm PST
Primary Contact: Marc Brune, Senior Principal, info@pae-engineers.com

ABOUT PAE

Established in 1967, PAE is a 400-person firm providing services in mechanical, electrical, and plumbing engineering, building performance analysis, and technology and lighting design services via LUMA, our dedicated lighting design group within PAE. We have offices in Portland, Seattle, San Francisco, Los Angeles, San Diego, Spokane, Reno, Denver, New York, Honolulu, and Boston, and provide professional services throughout the country. As a B Corp, we measure success by the benefits our projects provide to our clients, our communities, and our planet. We have a vision of a future with clean air, energy, and water for all. In support of this vision, we are issuing this request for proposals for solar development.

For more information, visit: www.pae-engineers.com.

PROGRAM OVERVIEW

PAE is launching a community investment initiative to fund solar PV and optional battery energy storage (BESS) for one or more 501(c)(3) non-profits, located near communities where PAE has an office. PAE will contribute up to $150,000 toward the project as a 50% cost share with the non-profit. The non-profit will own the system (including any associated renewable energy credits), and PAE will make a donation to the non-profit for the pledge amount, coinciding with the signed contract for the installation. If your organization has questions about eligibility regarding the program's intent and requirements, you are encouraged to reach out before applying.

ELIGIBILITY (PASS/FAIL)*

1. Organization type: U.S. 501(c)(3) non-profit.
2. Site control: The non-profit owns the property where the system will be installed.
3. The site demonstrates sufficient electricity demand to justify solar (and storage, if proposed).
4. Location Requirement: Facility is in one of the following cities where PAE has an office: https://www.pae-engineers.com/offices

*Exceptions: Any exception requests to the eligibility criteria must be explicitly stated. Approval is at the PAE Board's discretion.

PRIORITIZATION & SELECTION CRITERIA

- Planet impact: Priority for projects located in high-carbon utility territories. (15 points)
- People impact: Priority for projects where the solar will most directly improve the lives of people in the community it serves. (15 points)
- Organization financial health: Demonstrated stability. (15 points)
- Mission alignment: Preference for organizations advancing environmental sustainability, affordable housing, or community welfare. (10 points)

- Solar access & technical feasibility: Strong solar resource; clear interconnection path; feasible structural/electrical conditions (installer letter preferred). (10 points)
- Cost-effectiveness: Lower $/kW installed and greater capacity per PAE dollar invested. (10 points)
- Cost-share: Proposed cost-share ratio. 1:1 is the target, but other proposals will be considered. (10 points)
- Longevity: Property ownership stability (ideally ≥ 10 more years). (10 points)
- Decarbonization commitment: All-electric facility or a plan to transition. (5 points)

GRANTEE REQUIREMENTS (POST-AWARD)

- Provide inverter data access to PAE for performance tracking.
- Maintain the system to ensure long-term operation.
- Share installation photos and grant PAE the right to use imagery and project information for public communications.
- Execute a simple MOU stating that PAE will donate to the non-profit on execution of a contract with a solar installer. The installation contract must be executed within 12 months of award.

SCOPE OF WORK SOUGHT

- Rooftop or carport solar PV sized appropriately to the site load and budget.
- Optional BESS (grid-interactive), which improves resilience or economics (e.g., demand management, time-of-use shifting, critical load support).
- Design, permitting, procurement, installation, commissioning, utility interconnection, and O&M plan.

SUBMISSION REQUIREMENTS

Combine into a single PDF (max 15 pages for narrative; appendices excluded):

1. Cover Letter (one page): Project summary, community impact, and expected utility cost savings/avoided costs.
2. Organization Profile: Name, address, tax ID, contact; mission statement; brief programmatic overview.
3. Financials: Last two years of financial statements.
4. Property & Energy Profile: Address, years owned, brief electrical description, 12 months of utility bills (or summary with account numbers), fuel sources.
5. Technical Concept: Proposed PV (and BESS, if applicable) approach, target size, expected annual kWh, preliminary production model (if available).
6. Installer Confirmation (preferred): Letter or proposal from a qualified solar installer confirming feasibility.
7. Funding Plan: Total project cost, proposed match amount, funding sources (cash/loan/grants), ability to proceed within 12 months.
8. Team & Roles: Key contacts at the non-profit; any external installer or advisor identified.
9. Risk & Readiness: Permitting or site constraints and mitigation plan; schedule to NTP and completion.
10. Appendices (optional): Photos, drawings, load data, letters of support.

Email Subject Line: "PAE Solar Donation Program Proposal – [Organization Name]"
Submission Method: Email PDF to info@pae-engineers.com (attachments or link). Proposals must be received by no later than 5:00pm PST on January 29th, 2027.

EVALUATION & AWARD

Proposals will be reviewed by PAE's Solar Grant Committee, with final selection by the Planet Strategy Team. PAE may request clarifications, conduct site visits, or hold short interviews with finalists. Award will include a grant agreement and coordination with the selected installer.

TIMELINE

Date	Task
11/03/2026	RFP released
11/27/2026	Questions due (5:00 p.m. PT)
12/04/2026	Responses to questions issued
1/29/2027	Proposals due (5:00 p.m. PT)
Week of 2/15/2027	Finalist interviews/site visits (if needed)
2/26/2027	Award notification
3/26/2027	Target contract/NTP
Within 12 months of award	Target installation completion

(PAE may adjust dates; changes will be communicated to all respondents.)

RESERVATIONS OF RIGHTS

PAE reserves the right to accept or reject any or all proposals, modify or cancel this RFP at any time, request clarification or additional information, and negotiate with one or more respondents. Submission costs are the sole responsibility of respondents.