

# Town Of Lakeview

REQUEST FOR PROPOSAL (RFP)

LAKEVIEW ECONOMIC AND GEOTHERMAL EXPANSION  
Developing A Commercial-Industrial Geothermal Energy Engagement Strategy

Town Of Lakeview  
525 N 1st Street  
Lakeview, Oregon 97630  
Phone: 541-947-2020 | Fax:  
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REQUEST FOR PROPOSAL  
LAKEVIEW ECONOMIC AND GEOTHERMAL EXPANSION  
Lakeview – Oregon

**INTRODUCTION**

The Town of Lakeview invites and welcomes proposals for their Lakeview Economic and Geothermal Expansion project. Please take the time to carefully read and become familiar with the proposal requirements. All proposals submitted for consideration must be received by the time specified above under the "PROPOSAL SUBMISSION DEADLINE."

BIDDERS SHOULD NOTE THAT ANY AND ALL WORK INTENDED TO BE SUBCONTRACTED AS PART OF THE BID SUBMITTAL MUST BE ACCOMPANIED BY BACKGROUND MATERIALS AND REFERENCES FOR PROPOSED SUBCONTRACTOR(S) – NO EXCEPTIONS.

Interested parties may receive a hardcopy of the RFP (and related documents) at Lakeview Town Hall, 525 North 1st Street, Lakeview, Oregon 97630

**PROJECT AND LOCATION**

The project associated with this RFP is or shall be located at 525 N 1st St, Lakeview, Oregon 97630.

PROJECT MANAGER CONTACT INFORMATION:

**Scott Langum**

Contact Address: 525 North 1<sup>st</sup> Street, Lakeview, Oregon 97630

Telephone Number: 541-947-2029

Email Address: [slangum@townoflakeviewor.gov](mailto:slangum@townoflakeviewor.gov)

**PROJECT OBJECTIVE**

The objective and ultimate goal for this project is the Town of Lakeview ("lakeview") wishes to engage in geothermal heat and power procurement for Lakeview's commercial-industrial corridors. lakeview sits atop a known geothermal resource area (KGRA), and this geothermal heat and power procurement project will cover a number of project initiation tasks specific to the conventional hydrothermal development of that resource area.

**No pre-proposal meeting.** The Town will not hold a pre-proposal meeting.

**PROJECT SCOPE AND SPECIFICATIONS**

Project Scope and Specifications are detailed as **Exhibit A.**

## **SCHEDULED TIMELINE**

The following timeline has been established to ensure that our project objective is achieved; however, the following project timeline shall be subject to change when deemed necessary by management.

	<b>Original Deadline</b>	<b>Adjusted Deadline</b>
RFP Issue Date	August 11, 2023	
Deadline for Submissions	September 15, 2023	October 20, 2023
Closing Date	September 22, 2023	October 20, 2023
Proposal Due	September 29, 2023	October 20, 2023
Anticipated Contract	October 6, 2023	October 27, 2023

## **PROJECT PROPOSAL EXPECTATIONS**

Town of Lakeview shall award the contract to the proposal that best accommodates the various project requirements. Town of Lakeview reserves the right to: (i) award any contract prior to the proposal deadline or prior to the receipt of all proposals,

(ii) award the contract to more than one Bidder, and (iii) refuse any proposal or contract.

## **INTENT TO SUBMIT PROPOSAL**

All invited Bidders are required to submit a "Letter of Intent" no later than October 20, 2023 informing Town of Lakeview of their intent to either submit or decline to submit a proposal.

## **DEADLINE TO SUBMIT PROPOSAL**

All proposals must be received by Town of Lakeview no later than 5:00 pm on October 20, 2023 for consideration in the project proposal selection process.

## **PROPOSAL SELECTION CRITERIA**

Only those proposals received by the stated deadline will be considered. All proposals, submitted by the deadline, will be reviewed and evaluated based upon information provided in the submitted proposal. In addition, consideration will be given to cost and performance projections. Furthermore, the following criteria will be given considerable weight in the proposal selection process:

1. Proposals received by the stipulated deadline must be in the correct format.
2. Bidder's alleged performance effectiveness of their proposal's solution.
3. Bidder's performance history and alleged ability to timely deliver proposed services.
4. Bidder's ability to provide and deliver qualified personnel having the knowledge and skills required to effectively and efficiently execute proposed services.
5. Overall cost effectiveness of the proposal.

*Town Of Lakeview reserves the right to cancel, suspend, and/or discontinue any proposal at any time, without obligation or notice to the proposing bidder.*

## **PROPOSAL SUBMISSION FORMAT**

The following is a list of information that the Bidder should include in their proposal submission:

### Summary of Bidder Background

1. Name(s)
2. Address
3. Contact Information (and preferred method of communication)
4. Legal Formation (e.g. sole proprietor, partnership, corporation)
5. Date Company was Formed
6. Description of Company in terms of size, range and types of services offered and clientele.
7. Principal officers (e.g. President, Chairman, Vice President(s), Secretary, Chief Operating Officer, Chief Financial Officer, General Managers) and length of time each officer has performed in his/her field of expertise.
8. Federal Employee Identification Number (FEIN)
9. Evidence of legal authority to conduct business in Oregon (e.g. business license number).
10. Evidence of established track record for providing services and/or deliverables that are the subject of this proposal.
11. Organization chart showing key personnel that would provide services to Town of Lakeview

### **Financial Information**

- State whether company (if any) has ever filed for bankruptcy or any form of reorganization under the bankruptcy code.
- State whether Company (if any) has ever received any sanctions or is currently under investigation by any regulatory or governmental body.

# Exhibit A

## INTRODUCTION

The Town of Lakeview (“Lakeview”) wishes to engage in a geothermal heat and power procurement for Lakeview’s commercial-industrial corridors. Lakeview sits atop a known geothermal resource area (KGRA) and this geothermal heat and power procurement project will cover a number of project initiation tasks specific to conventional hydrothermal development of that resource area.

## SCOPE OF WORK

This geothermal heat and power procurement advocacy will cover several project initiation tasks specific to conventional hydrothermal development of that resource area. These tasks include:

1. Development of a Commercial-Industrial Engagement Strategy
2. Procure the attention of the Geothermal Industry
3. Vetting Technical Expertise of Interested Parties
4. Conduct Prefeasibility Assessment of Geothermal Commercial-Industrial Heat Applications

### Task 1. Development of a Commercial-Industrial Engagement Strategy

Develop a commercial engagement strategy to attract geothermal power operators to Lakeview, Oregon. This commercial engagement strategy will include the fundamental components of hydrothermal resource development. Apparent subtasks for full exploitation include the acquisition of:

- Exploration (“Play analysis”)
- Subsurface model development
- Geothermal power plant venture financing
- Well drilling services and exploration campaign for KGRA
- Power Plant engineering
- Wellfield management services
- Power plant operation
- Engineering of low-enthalpy geothermal networks and industrial applications

Deliverable: Geothermal Commercial-Industrial Development Strategy (Report)

**Expected Completion: 2 months**

**Estimated Task Cost: \$8,000**

### Task 2. Procure the attention of the Geothermal Industry

This task is continuous and represents actions to be taken based on the commercial engagement strategy. The selected representative to this RFP will solicit talent from across the geothermal industry. Every effort will be made to attract national talent without incurring additional costs for Lakeview. All services identified as necessary for funding will only proceed with written notice of approval from Lakeview. Tasks include:

- Solicit the geothermal industry by announcing Lakeview and businesses as a potential power customer for the KGRA.
- Prepare requests for proposals (RFP), as needed, that may include:
  - Invited vendors.
  - Public announcement
- Share public release.

- Administer RFPs, as needed.
- Solicit vendors and interested parties, as needed.

**Estimated Task Cost: \$22,000**

### Task 3. Vetting Technical Expertise of Interested Parties

The selected representative will review any geothermal heat and power proposals for Lakeview. This technical review is meant to ensure the validity of offers from potential geothermal vendors. Some important aspects for consideration include risk exposure of the customer (Lakeview), track record of technologies in use, favorable financial terms, among others. Tasks include:

- Evaluate geothermal heat and power proposals for Lakeview.
- Communicate with vendors based on the interests of Lakeview.
- Provide an evaluation brief to Lakeview, as needed.

**Estimated Task Cost: \$8,000**

### Task 4. Represent the Interest of Lakeview to Geothermal Partners

The selected representative will communicate the needs of Lakeview to a broader geothermal development team, as it materializes. This includes coordination of communications, administration of meetings and review sessions, business development practices that take place before the receipt and approval of geothermal heat and power purchase agreements. This may include educating vendors and public stakeholder groups on the intent of Lakeview and their businesses, given their outstanding request for firm geothermal power in Lakeview. Representation also means coordinating and contributing to grant writing sponsored by intermediaries (Local Businesses, State, or other Local Governments, among others), if they serve to benefit Lakeview. Tasks include:

- Facilitate communications, review sessions, and business development practices for Lakeview geothermal.
- Contribute to geothermal grant narratives sponsored by Lakeview.
- Coordinate geothermal partnerships with Lakeview.
- Educate and provide guidance to Lakeview, as needed.

**Estimated Task Cost: 12,000**

## BUDGET

This proposal covers a period of work with a duration of 6 months from approval. The total costs in this proposal are \$43,820. A signature is required. No retainer is required.

Proposed Tasks	Estimated Cost
Develop a Commercial-Industrial Engagement Strategy	\$8,000
Procuring the Attention of the Geothermal Industry	\$22,000
Vetting Technical Expertise of Interested Parties	\$8,000
Representing the Interests of Lakeview to Geothermal Partners	\$12,000
<b>Total</b>	<b>\$50,000</b>

## PROPOSAL REQUIREMENTS

Maximum Proposal Length. Your proposal must be contained in a document not to exceed twenty-five (25) single-sided pages, including pictures, charts, graphs, tables, and text the firm deems appropriate to be part of the review of the firm's proposal. No supplemental information to the 25-page limit will be considered except as provided below. Covers, numerical dividers, and blank pages will not be counted in the 25-page limit.

Exceptions to Page Length:

- Resumes of key individuals proposed to be involved in this Project.
- ii. Completed Proposal Form

### Proposal Content.

Your proposal should include the following information:

- Cover Letter signed by an officer of your firm with the authority to commit.
- Completed Proposal

### Proposal Format.

The proposal should be submitted in a soft-bound (comb or spiral, spiral preferred – no three-ring binders) format with a page size of 8 ½ x 11 inches with no fold-outs except one fold-out project schedule and one site logistics plan (should not exceed 11 x 17 inches each). The basic text information of the proposal should be presented in standard business font size and reasonable (we prefer 1") margins.

Number of Copies and Submission Address. Submit five (5) copies of your written proposal, along with an electronic version, to be received by the closing date to:

Scott Langum  
Special Projects Director  
525 North 1st Street  
Lakeview, Oregon 97630

Telephone and facsimile-transmitted submittals will not be accepted.  
Responses received after the closing date and time will not be considered.