

# **Notice of Availability of Grant Solicitation**

## **New Jersey Regional Anemometer Program Grant Solicitation**

**Issued by New Jersey Board of Public Utilities  
Office of Clean Energy  
November 19, 2007**

The New Jersey Board of Public Utilities Clean Energy Office hereby announces the following grant solicitation titled:

**Name of program:**

**New Jersey Regional Anemometer Program Grant Solicitation**

### **SECTION ONE- PROGRAM DESCRIPTION**

#### **Program Description**

The Office of Clean Energy (OCE) is proposing to fund a grant program titled “New Jersey Regional Anemometer Program” (NJRAP). The purpose of the NJRAP program is to enlist the assistance of NJ colleges and universities in building New Jersey’s capacity for providing wind resource assessment services through:

1. the purchase and provision of anemometers (wind measuring instrumentation) and related services through colleges and universities without anemometers, or
2. the service, maintenance, and redeployment of anemometers through colleges and universities with existing anemometers.

Colleges and universities will be competitively selected to market the program, select candidate sites and erect, service, remove and re-erect anemometers over a two year period. The provision of wind resource assessment services will target viable candidates interested in investing in small wind energy generation systems ranging from 10 kW to 100 kW in capacity. The college participants will be expected to follow industry standard practices governing anemometer siting, tower installation and information management techniques such as the collection of data for a minimum of 1 year. The colleges will collect, analyze and provide the data necessary to enable New Jersey ratepayers to make wise choices when investing in wind energy generation equipment.

In measuring the wind resource for small wind applications, anemometers are typically installed at the same height as the proposed wind energy generating system. Small wind

systems generally operate optimally at heights above 100 feet. Therefore, the erection of towers is necessary on which the anemometers are mounted. Towers will be sited for the purpose of characterizing the wind resource of sites identified as candidates for the installation of wind turbines. In addition, the data collected will provide potential wind system investors as well as OCE staff valuable information when evaluating wind investments funded under the Customer On-Site Renewable Energy (CORE) Program in the NJ Clean Energy Program (NJCEP). The NJBPU Office of Clean Energy is proposing to make available NJCEP funds in the amount of \$68,000 for this program. State colleges and/or universities will be the primary applicants under the NJRAP.

### **Background**

The OCE is a recipient of a 2004 US Department of Energy (USDOE) funded Wind Powering America (WPA) grant entitled “New Jersey State Based-Anemometer Loan Program”. Through this grant, the OCE contracted with Rutgers and Rowan Universities to develop and implement the New Jersey State Based-Anemometer Loan Program (SBALP). Both universities have installed anemometers for land owners for the purpose of collecting wind resource data for a period of at least 12 months. The analysis of this data will allow potential investors and other interested parties to better understand the local wind resource, how it translates in terms of energy production, economic and environmental benefits associated with the installation of a wind turbine.

The combination of New Jersey’s Clean Energy Program rebates, the Renewable Portfolio Standards (RPS) with its developing Renewable Energy Credit (REC) market, and progressive net metering rules demonstrate the state’s commitment to removing barriers and creating a favorable environment for renewable energy projects. Despite the regulatory and financial incentives favoring the development of both large and small-scale wind energy systems in New Jersey, the number of wind projects installed to date has been very limited. The OCE recognizes the need to generate greater interest in wind energy and the need to provide tools that clearly show the potential benefits of small wind energy systems. The anemometer program extension proposed for the New Jersey Clean Energy Program is designed to meet the demonstrated demand for anemometers and lead to the increased deployment of small wind energy technologies throughout the State of New Jersey.

### **Target Market/Eligibility**

The OCE will be seeking the services of New Jersey state colleges and universities with an expressed interest in promoting small wind energy system deployment as well as familiarity with New Jersey’s Clean Energy Program. The OCE is seeking applications that demonstrate a clear path to advancing the cost-effective implementation of the Regional Anemometer Program. The recipients of the college-provided wind resource assessment services will be New Jersey ratepayers deemed to be viable candidates interested in investing in small wind energy generation systems ranging from 10 kW to 100 kW in capacity.

### **Program Offering**

A total budget of \$68,000 in NJCEP Clean Energy Funds is being proposed for this program. The cost per college/university to purchase and service an anemometer for two years will not exceed \$7,000 per anemometer. The cost to service and maintain existing anemometers will not exceed \$5,000 per anemometer year for a two year period. Colleges and or universities cannot apply for more than \$28,000.

## **SECTION TWO- GRANT SOLICITATION PROCESS**

### **Entities which may apply for funding under the program:**

State of New Jersey colleges and/or universities may apply.

### **Program Delivery**

The OCE will accept applications for the NJRAP from State colleges and universities that meet the following criteria:

1. Proposals must document the general approach, plans and strategies intended to meet program goals including:
  - Detailed program description including project timeline, schedules, and meetings
  - Detailed budget
  - Strategies for overcoming barriers associated with anemometer installations
  - Process and frequency for collecting, analyzing and reporting data to clients and OCE
  - Methods for program marketing and criteria for identification of potential customers to be utilized in the selection of anemometer applicants
2. Qualifications and experience of key personnel
3. Documented experience with projects of similar scope.

### **Program Goals**

Due to overwhelming demand for small wind resource assessment services as exhibited by a waiting list for anemometers managed by our partners at Rutgers and Rowan, OCE staff is interested in expanding the existing anemometer program. The budget proposed will enable OCE to nearly double the number of anemometers available to identify potential areas for small wind energy development throughout the State. The OCE will solicit proposals from New Jersey colleges and/or universities to market, develop, implement and contribute to the New Jersey Regional Anemometer Program. The OCE will measure program effectiveness by the number of participants served under the anemometer program, by the data contributed to the public understanding of NJ small wind resources, and ultimately the number of small wind energy generating systems installed. The OCE will require participating colleges and universities to submit

quarterly progress reports to identify successful installations and to identify key barriers to project implementation.

**Description of grant award process:**

The NJ BPU will select respondents that meet the criteria under the Grant Solicitation. The project will not begin until a final contract agreement is issued by the NJ BPU to approve the project(s).

**Judging Criteria:**

Proposals will be reviewed and scored by a Grant Review Committee according to the following criteria:

Proposals general approach, plans and strategies to meet program goal and scope of work including:

- Detailed program description including meeting project schedule 15 points
- Detailed budget as requested in the solicitation 15 points
- Strategies for overcoming barriers associated with anemometer installations 10 points
- Process to evaluate data collection and reporting therein 10 points
- Identification of potential customers and the criteria to be utilized in the selection of anemometer applicants 15 points
- Qualifications and experience of key personnel 15 points
- Documented experience with projects of similar scope; 20 points

Applicants receiving a total combined score of less than 60 will not be considered.

**SECTION THREE- GRANT APPLICATION**

**TASK DESCRIPTIONS**

- There should be a listing of the tasks of the project. Each task should be assigned a number which is keyed to the task number that is used in the Task Description and Project Budget sections.
- Each task should be described in detail, with separate paragraphs including: objective, discussion of the specifics of the tasks, and the deliverables to result from that task.
- If any entity other than the applicant (for example, consulting firm, subcontractor or other agency) will be conducting a portion of the work that must be so specified in the task descriptions.

## **SCOPE OF WORK**

### ***INTRODUCTION***

There should be a brief description of the project, and how the college/university will meet the goals of the NJRAP under the CEP.

### ***WORK PLAN***

- Describe how customers will be contacted, eligibility for participation, and how customers will be selected/rejected for participation.
- Procedures to evaluate project results and incorporate successes/unsuccessful results into new and existing program.
- Qualifications and experience of key personnel. Who will be the people dedicated to the project and what their experience with similar projects has been. Estimate the number of hours to be devoted to the project by key people.
- An explanation of how the proposed work will be evaluated for effectiveness along with appropriate metrics should be included. At a minimum, there should be quarterly progress reports, a comprehensive twelve month progress report and a final report included in the evaluation and reporting plan.
- Applicants should incorporate into their proposals compliance with local/municipal codes and ordinances prior to the installation of any wind measuring instrumentation installation. Applicants will be required to receive expressed written consent from customers interested in installing anemometers on their facility.

## **PROJECT BUDGET**

There should be a brief introductory discussion regarding the total project cost, including budget estimates for equipment. The applicant should indicate how the Clean Energy Funds will be used during the project and how the funds will be accounted for independently from other project expenditures. Any additional project costs for capital and operation and maintenance that will not be covered by the CEP funding should be included, followed by a table providing the following information:

- The cost for each task must be specified and there must be a breakdown of how that cost was derived including labor and cost of materials or services.
- Staff time must be specified by title of each person to work on the task and their cost based on the number of hours to be worked on the task multiplied by their hourly rate. All calculations must be shown.
- Other costs (for example, consultant, specific supplies, and travel etc/) must also be included.
- Cost for equipment should be included.
- Any sub-contract services or activities must be identified in the budget. Any sub-contract arrangements must be identified in the response.

## **PROJECT SCHEDULE**

The proposal should provide a work schedule showing key tasks and milestones for the proposed project from the point a Board Contract agreement is issued through project completion for a two year period. Include a schedule item for each significant project development and implementation activity. Indicate actions to be taken to ensure the schedule will be met.

A “time line” should be included. Month names should not be specified; but, instead, they should be listed by number (that is, from 1 to 24 months since this is a 24 month project).

## **SECTION FOUR- GRANT SUBMITTAL**

### **Address for submitting applications:**

Two copies of the grant application should be submitted with an electronic copy sent to the persons listed below in MS Word format:

New Jersey Board of Public Utilities  
Office of Clean Energy  
2 Gateway Center  
Newark New Jersey 07102  
Attn: Benjamin Scott Hunter  
[Benjamin.hunter@bpu.state.nj.us](mailto:Benjamin.hunter@bpu.state.nj.us)  
[Alma.rivera@bpu.state.nj.us](mailto:Alma.rivera@bpu.state.nj.us)

### **Deadline by which applications must be submitted:**

Complete proposals must be received electronically or postmarked by Tuesday, February 12, 2008(Submittal Deadline)

### **Date by which applicants shall be notified of approval or disapproval:**

Applicants will receive written notification of the grant decision.