

Statement of Project Objectives
City of Clearwater
Clearwater Solar Panel Project

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A. Project Objectives

The city's sustainability plan, *Greenprint 2.0* includes greenhouse gas (GHG) emission reduction goals of 25% below 2007 levels by 2035 and 80% by 2050. Because energy continues to be the largest contributor to Clearwater's GHG emissions, the city is taking steps to reduce its GHG based energy consumption.

The proposed project activities include the design, development and installation of solar panels on several municipal building rooftops in the city of Clearwater, Florida, based on the Solar Feasibility Study completed in December of 2022 (SFS). The city will use a competitively procured prequalified Construction Managers at Risk (CMAR) to implement the utility scale solar rooftop projects, including, design, site preparation, permitting, installation and integration into the grid.

The project will take place over a one-year budget period.

The city anticipates the solar installations will generate approximately 800,000 to 1,000,000 in annual kWh which will result in a reduction in the city's GHG emissions.

B. Technical Scope Summary

The funds will be used for work associated with the design, purchase and installation of solar panels on city-owned facilities. The city will focus on rooftop solar arrays based on the results of the SFS and further cost analysis. Staff from the Public Works and General Services Department will act as project managers overseeing the CMAR complete design, acquisition and installation for the major capital installations.

C. Tasks To Be Performed

Budget Period 1 Year 1

Task 1.0: Obtain CMARs

Task Summary: The city will obtain a prequalified CMAR list to obtain cost estimates from its subcontractors/vendors to design, permit, procure and construct the project.

Milestone 1.1 City-Council approved CMAR contract**Task 2.0:** Design and Permitting

Task Summary: CMAR will work to develop designs for each facility and obtain associated permits.

Milestone 2.1 Approved local and state approvals/permits to construct the projects**Task 3.0:** Construct/Install Solar Arrays

Task Summary: CMAR will obtain bids from subcontractors and competitively procure equipment vendors/suppliers. Equipment/supplies will be staged in laydown areas (e.g., parking lots of identified building sites). Lifts will be used to move equipment/supplies to rooftops. Contractor(s) will subsequently install the rooftop solar arrays. Arrays will be inspected, and a Certificate of Completion (CC) will be issued.

Milestone 3.1 Certificate of Completion**Task 4.0:** Transfer to Operation

Task Summary: Solar panels will be connected to the grid and commissioned. CMAR will complete all contract obligations and transfer the project over to the city to operate.

Milestone 4.1 City Accept and Maintain Solar Arrays

End of Project Goal: The city's end of project goal is to have several roof-mounted solar array projects designed, constructed and fully operational. Based on the estimations in the SFS, the city anticipates the solar installations will generate approximately 800,000 to 1,000,000 in annual kWh which should result in a direct reduction in the use of energy generated by GHG producing sources in city facilities. The city will track all data through its EnergyCAP reporting.

D. Project Management and Reporting

The Sustainability Division within the Public Works Department will complete the necessary reports included in the Federal Assistance Reporting Checklist, including the progress report for the management reporting, the SF-425 Federal Financial Report and other required reports.

Reports and other deliverables will be provided in accordance with the Federal Assistance Reporting Checklist following the instructions included therein.

Additional deliverables as indicated in the task/subtask descriptions include the following: N/A

Attachment 1 –Milestone Summary Table

Milestone Summary Table							
Recipient Name:		The City of Clearwater					
Project Title:		Clearwater Solar Panel Project					
Task Number	Task or Subtask (if applicable) Title	Milestone Type (Milestone or Go/No-Go Decision Point)	Milestone Number* (Go/No-Go Decision Point Number)	Milestone Description (Go/No-Go Decision Criteria)	Milestone Verification Process (What, How, Who, Where)	Anticipated Date (Months from Start of the Project)	Anticipated Quarter (Quarters from Start of the Project)
1.0	Obtain Construction Manager at Risk						
1.0	CMAR	Milestone	1.1	City selects CMAR	CMAR contract	1	1
2.0	Design and Permitting						
2.0	Design & Permitting	Milestone	2.1	Local & state approvals & permits	Approved permits	4	2
3.0	Installation of Solar Arrays						
3.0	Installation of Solar Arrays	Milestone	3.1	Supplies procured & installed	Installed solar panels	7	3
4.0	Transfer and Operation						
4.0	Transfer & Operation	Milestone	4.1	Panels commissioned & project transferred	City accept and maintain solar arrays	12	4
	End of Project Goal						
		End of Project Goal		Installed solar arrays	Pictures of installations and report showing energy production	12	4