

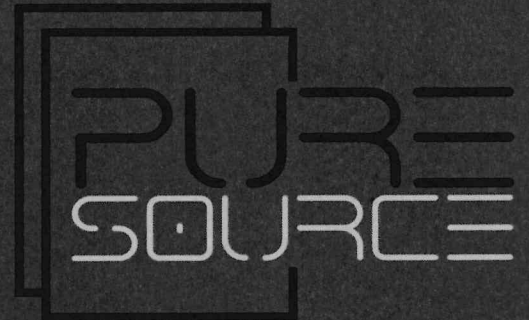


**Hackensack  
Housing  
Authority**

**The Hackensack Housing  
Authority (HHA)**

**Community Solar- Request  
for Proposals**

April 2026  
Brought to you by:



Chad M. Whittaker, J.D.  
Pure Source Consulting  
April, 7 2026

### **Summary of Public and LIHTC Housing**

Public Housing Authorities (PHAs) administer various types of state and federal affordable housing programs, including Section 9 “Public Housing”, the Section 8 “Housing Choice Voucher (HCV)” programs, and senior and disabled housing. To qualify for any of these programs, housing authority residents must have an annual income that is either at or below 80% of the Area Median Income (AMI), as set by the U.S. Department of Housing & Urban Development (HUD). The purpose of these affordable housing programs is to provide safe, sanitary, and affordable housing to those that qualify based on state and federal standards.

Working with PHAs provides several unique benefits to net-metering providers:

- 1) The PHAs’ master-metered accounts qualify for the “master-metered affordable housing inclusive of demand credit”. PSE&G’s calculations of this credit are summarized in Exhibit B, as is the long-term estimated value to prospective respondents.
- 2) PHA paid electric accounts may act as long term affordable housing subscribers, thus eliminating the need to continuously replace individual residential accounts as they cancel. This has the potential to reduce long-term acquisition costs for Respondents.
- 3) Tenant paid utility accounts, in the PHA’s portfolio, are qualified subscribers for Category 4 projects under the Solar Investment Tax Credit (ITC).
- 4) Once enrolled, the PHA may work with new tenants to enroll as a part of the move-in process, thus minimizing consumption instability.

### **Summary of the Agency**

The Hackensack Housing Authority (HHA) developed its first affordable housing property in 1951, with the construction of Oratam Court, which provided 144 family housing units in eight (8) three-story buildings. Continuous developments and acquisitions have resulted in the HHA now owning and managing six developments consisting of 500 units. Additionally, HHA provides for capital projects for its family and elderly housing portfolio.

Ensuring that every housing unit is one that tenants can feel proud to reside in results in young tenants increasing their self-esteem, and in turn their potential to self-actualize. The HHA is proud of its reputation as being one of the best property owners in the City of Hackensack and continues to invest in its properties and residents to maintain this intended goal.

### **Request for Proposals**

The HHA is seeking a qualified provider of bill credits under the NJ Community Solar Energy Program (CSEP). The HHA is located in PSE&G's electric service territory and consumes an estimated 2.9M kWh annually. This usage comes from the following four (4) GLP accounts: Harry Berkie Gardens (435K kWh), Barsalona Court (245K kWh), Dizenso Court (195K kWh), and Ostrowski Court (310k kWh), as well as from the following two (2) LPLS accounts: Widnall Towers (1M kWh) & Oratam Court (880K kWh). All residential and master-metered accounts are providing income-controlled affordable housing to individuals and families that are at or below 80% of the Area Median Income, as published by the U.S. Department of Housing & Urban Development (HUD). All master-metered accounts are eligible for the "master-metered affordable housing inclusive of demand credit", in accordance with NJDPU guidelines.

The HHA can provide documentation, upon request, showing that they are the provider of affordable housing, as well as utility account numbers for its properties. To be considered for this opportunity, please review, and provide responses to item numbers 1-9 under the section titled "Rating Factor Qualifications and Project Experience", as well as the documents listed in item number 10 of the same section. Thank you in advance for your time and participation.

### **Women/Minority Owned Businesses and Section 3 Business Concerns**

The HHA is an Equal Opportunity Employer and urges Minority and Women-Owned Business Enterprises and Section 3 Business Concerns to participate. This solicitation is covered under Section 3 of the HUD Act of 1968, including the most recent Final Rule Effective November 30, 2020 found in 24 CFR Part 75. That new rule deals with Hours Worked by low-income persons that reside in the project area. You will be required to document the hours worked by your staff on this project. At project completion an estimate of hours worked is appropriate with the amount of Section 3 hours, if applicable.

### **Mandatory Contractual Terms**

By submitting a proposal in response to this RFP, an offeror shall be deemed to have accepted the terms of this RFP, and any revisions thereto. The Provider may not subcontract any portion of the services provided under this RFP without obtaining the prior written approval of the Authority, which approval the Authority may withhold or condition in its sole and absolute subjective discretion. The Authority shall not be responsible for the fulfillment of the Contractor's obligations to the subcontractors.

### **Rating Factor Qualifications and Project Experience**

To properly evaluate community solar offers for the HHA, please provide a copy of the subscription agreement(s) and all attestation/estoppel documents which the HHA will be asked to sign, as well as executed and notarized copies of the attached Non-Collusive Affidavits. The HHA evaluates the proposals based on the following criteria:

- 1) Percentage of annual savings being offered.
  - a. Please provide savings for 5, 10, and 15-year initial terms only if the percentage differs based upon the initial commitment.
  - b. Does the provider have the capacity to enroll the entirety of HHA's eligible PSE&G accounts?
  - c. The HHA will only consider offers that provide a minimum credit discount of at least 25%.
  - d. The HHA can provide account data, upon request, and higher priority will be put on offers that show the estimated annual savings in addition to the bill credit discount percentage.
  
- 2) Ability to offer a cancellation for convenience clause to the HHA.
  - a. Further consideration will be based upon the length of notice to cancel that the HHA is required to provide.
  - b. Does the provider offer the ability to reduce the annual allocation for re-development of properties, without canceling the agreement in its entirety or penalizing the HHA?
  - c. Does the provider assess a termination fee for early cancellation? If so, please provide an easily calculated example of how the cancellation fee is assessed. Priority will be placed on responses that do not assess a cancellation fee.
  
- 3) When is/are the project(s) estimated to obtain Permission to Operate (PTO)?
  - a. To avoid issuing awards for projects that might not reach PTO, the HHA requires all respondents to provide evidence of where they are in the approval process, such as: A copy of the approval letter/email from PSE&G, Certificate of Completion after construction and/or Uniform Construction Code (UCC) Certificate, or notice of PTO, if already obtained.
  - b. Please note that while the HHA will score PTO separately, a reduced score, due to an extended wait for PTO, can be offset via an increased bill credit discount.
  
- 4) Whether the provider will invoice the HHA directly or provide Uniform Consolidated Billing (UCB).
  - a. Whether there is a fee based on type of payment, for non-UCB projects. For example, does the provider charge a fee for paying by credit card or check as opposed to paying through the Automated Clearing House (ACH) network?
  
- 5) Prior experience of working with low to moderate income residents and housing providers, especially Public Housing Authorities.
  
- 6) Does the provider offer any performance guarantee to protect the HHA's expected savings after PTO?

### Evaluation Factors

All proposals shall be evaluated in accordance with applicable NJ laws and the HHA will evaluate responses on numerous factors which include but are not limited to the percentage of the bill-credit discount. This procurement is being conducted as a competitive contracting process pursuant to N.J.S.A. 40A:11-4.1 et seq., and applicable exceptions under N.J.S.A. 40A:11-5(v).

Submitting a response to this RFP does not guarantee that the HHA will enter into an agreement with any respondent. The HHA reserves the right to forgo entering into an agreement with all respondents. The HHA has retained the services of Pure Source Consulting (Pure Source) to assist in the development and administration of this RFP.

Scoring Criteria	Points
Percentage of annual savings based on total electric costs. (Question 1)	40
Cancellation, redevelopment, and performance terms (Questions 2 & 6).	25
Estimated PTO (Question 3).	20
Payment type and proposed fee, if not ACH (Question 4).	10
Prior experience working with similar organizations (Question 5).	5
Total points available	100

### Procurement Advisory Fee Disclosure

The HHA has retained Pure Source to provide procurement advisory, market analysis, and implementation support services in connection with this solicitation and any resulting agreement. Pure Source does not act as an agent, representative, or advocate of any respondent.

In consideration of these services, the selected respondent shall pay Pure Source a one-time advisory fee of \$0.04 per kWh.

The fee to Pure Source is fully disclosed, and submission of a proposal constitutes acknowledgment and acceptance of this section.

This fee is intended to compensate Pure Source for services including, but not limited to:

- Market outreach and coordination with potential providers
- Development of procurement documentation and solicitation materials
- Assistance with proposal review and comparative analysis
- Support in contract negotiation and implementation

Pure Source does not maintain any ownership interest in, or exclusive arrangement with, any respondent to this solicitation.

All respondents are provided with equal access to this opportunity, and the existence of this fee shall not be considered in the evaluation of proposals.

The HHA retains sole and independent authority to evaluate all proposals, make determinations of responsiveness and responsibility, and select a respondent in accordance with applicable law. Pure Source's role is advisory only, and it does not participate in or control the HHA's final selection decision.

The Procurement Advisory Fee shall be payable by the selected respondent to Pure Source within thirty (30) days of execution of an agreement between the Authority and the selected respondent.

At its sole discretion, Pure Source may approve an alternative milestone-based payment structure, which may include partial payment at contract execution and a remaining balance upon achievement of defined project milestones, such as Permission to Operate (PTO).

Any such alternative structure shall be applied consistently and shall not be considered in the evaluation or award of proposals.

Respondents shall not condition their proposals on alternative payment terms, and submission of a proposal constitutes acknowledgment and acceptance of these terms.

### **Point of Contact**

All communications regarding this solicitation shall be directed to the HHA through its procurement consultant, Pure Source.

Pure Source will coordinate all communications, questions, and responses on behalf of the HHA. All interpretations, clarifications, and addenda are issued under the authority of the HHA.

Any addenda or modifications to this RFP shall be issued in writing and distributed to all known prospective respondents. All prospective respondents are urged to submit questions prior to the closure of the RFP, as extensions shall not be granted on an individual basis and must be extended to all respondents accordingly.

Prospective respondents are encouraged to submit all inquiries via email to:

[cwhittaker@puresource.org](mailto:cwhittaker@puresource.org)

with a copy to:

[tonyf@hackensackhousing.org](mailto:tonyf@hackensackhousing.org)

Pure Source may facilitate responses; however, all responses are deemed to be issued by the HHA.

### **Form of Submittal and Due Date**

All respondent proposals shall include: 1) Clearly labeled answers to questions 1-7 under the “Ratings Factor Qualifications” section. 2) A legible copy of the provider’s subscription agreement and all additional forms that the HHA will be asked to sign. 3) Signed and notarized copies of the “Non-Collusive Affidavit”, and 4) a completed copy of the RFP checklist found on the following page.

All providers must submit their responses, via mail to the Hackensack Housing Authority, ATTN: Anthony Feorenzo, Executive Director, 65 First Street, Hackensack, NJ 07601 & also by email, to [tonyf@hackensackhousing.org](mailto:tonyf@hackensackhousing.org) & [cwhittaker@puresource.org](mailto:cwhittaker@puresource.org). Responses are due no later than 12pm EST on Thursday May, 21 2026.

### Attachments

- Non-Collusive Affidavit
- Disclosure of Investment Activities in Iran
- Certification of Non-Involvement in Activities in Russia or Belarus
- New Jersey Business Registration Statement (required prior to execution of subscription agreement)

It is requested that all respondents check the boxes above and return this form, with the RFP response, as confirmation of receipt of the RFP response and all attachments.

## Exhibit A-Vendor Q&A

### Q1: Who is issuing this RFP?

**A: This RFP is issued by the Hackensack Housing Authority (“Authority”), which is the sole contracting unit responsible for this procurement. Pure Source Consulting is retained by the Authority to provide procurement advisory and administrative support.**

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### Q2: Who is the official point of contact for this solicitation?

**A: All communications shall be directed to the Authority, c/o its procurement consultant, Pure Source Consulting. All responses and clarifications are issued under the authority of the Hackensack Housing Authority.**

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### Q3: What is the role of Pure Source Consulting in this process?

**A: Pure Source Consulting provides procurement advisory, market analysis, and administrative support services to the Authority. This includes assisting with solicitation development, coordinating communications, organizing proposal evaluations, and supporting contract negotiation and implementation.**

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### Q4: Does Pure Source Consulting influence the award decision?

**A: No. All evaluation decisions, determinations of responsiveness and responsibility, and final award decisions are made solely by the Authority. Pure Source Consulting’s role is advisory only.**

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### Q5: What is the Procurement Advisory Fee?

**A: The selected respondent will pay a one-time advisory fee to Pure Source Consulting, as disclosed in the RFP. This fee compensates Pure Source Consulting for procurement advisory, market coordination, and implementation support services provided to the Authority.**

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### Q6: Does the Procurement Advisory Fee create a conflict of interest?

**A: No. Pure Source Consulting does not have any ownership interest in, or exclusive arrangement with, any respondent. All respondents are provided with equal access to this opportunity, and the fee is not considered in the evaluation or award process.**

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**Q7: Can respondents communicate directly with Pure Source Consulting?**

**A: Yes. Pure Source Consulting may coordinate communications on behalf of the Authority; however, all communications are deemed to be directed to and issued by the Authority.**

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**Q8: Will additional information or clarifications be provided during the RFP process?**

**A: Yes. Any clarifications, responses to questions, or modifications to the RFP will be issued in writing to all respondents to ensure a fair and transparent process.**

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**Q9: Are proposals evaluated based solely on price?**

**A: No. Proposals are evaluated based on multiple factors, including cost savings, contract terms, project viability, timeline, and provider experience, as outlined in the RFP.**

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**Q10: Can the Authority negotiate terms after proposals are submitted?**

**A: Yes. The Authority reserves the right to request additional information, conduct discussions, and negotiate terms with one or more respondents, in accordance with applicable procurement requirements.**

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**Q11: Are all respondents given equal opportunity to participate?**

**A: Yes. This solicitation is conducted in a fair and open manner, and all respondents are provided with equal access to information and opportunity.**

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**Q12: Who should proposals be submitted to?**

**A: Proposals must be submitted directly to the Hackensack Housing Authority in accordance with the submission instructions outlined in the RFP. Pure Source Consulting may receive copies for evaluation support purposes.**

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**Q13: Will Pure Source Consulting assist after the award is made?**

**A: Yes. Pure Source Consulting may assist the Authority and the selected respondent with contract finalization and implementation support.**

Exhibit B-HHA Rate Classifications

<u>Property</u>	<u>Rate Class</u>	<u>Estimated kWh consumption</u>	<u>Master-metered affordable housing rate from PSE&amp;G per kWh (Summer Supply)</u>	<u>Master-metered affordable housing rate from PSE&amp;G per kWh (Summer Delivery)</u>	<u>Master-metered affordable housing rate from PSE&amp;G (Winter Supply)</u>	<u>Master-metered affordable housing rate from PSE&amp;G (Winter Delivery)</u>	<u>Average Master-metered affordable housing rate from PSE&amp;G</u>	<u>Estimated 5-year value to Respondent</u>	<u>Estimated 20-year value to Respondents</u>
<u>Harry Berkie Gardens</u>	<u>GLP</u>	<u>434,500</u>	<u>\$0.16</u>	<u>\$0.09</u>	<u>\$0.16</u>	<u>\$0.03</u>	<u>\$0.22</u>	<u>\$481,007.79</u>	<u>\$1,924,031.18</u>
<u>Barsalona Court</u>	<u>GLP</u>	<u>245,000</u>	<u>\$0.16</u>	<u>\$0.09</u>	<u>\$0.16</u>	<u>\$0.03</u>	<u>\$0.22</u>	<u>\$271,224.19</u>	<u>\$1,084,896.75</u>
<u>Dizenso Court</u>	<u>GLP</u>	<u>192,000</u>	<u>\$0.16</u>	<u>\$0.09</u>	<u>\$0.16</u>	<u>\$0.03</u>	<u>\$0.22</u>	<u>\$212,551.20</u>	<u>\$850,204.80</u>
<u>Ostrowski Court</u>	<u>GLP</u>	<u>309,000</u>	<u>\$0.16</u>	<u>\$0.09</u>	<u>\$0.16</u>	<u>\$0.03</u>	<u>\$0.22</u>	<u>\$342,074.59</u>	<u>\$1,368,298.35</u>
<u>Widnall Towers</u>	<u>LPLS (BGS-RSCP)</u>	<u>1,000,000</u>	<u>\$0.13</u>	<u>\$0.05</u>	<u>\$0.14</u>	<u>\$0.02</u>	<u>\$0.17</u>	<u>\$843,285.00</u>	<u>\$3,373,140.00</u>
<u>Oratam Court (72 Newman St.)</u>	<u>LPLS (BGS-RSCP)</u>	<u>881,000</u>	<u>\$0.13</u>	<u>\$0.05</u>	<u>\$0.14</u>	<u>\$0.02</u>	<u>\$0.17</u>	<u>\$742,934.09</u>	<u>\$2,971,736.34</u>
	<u>Totals</u>	<u>3,061,500</u>						<u>\$2,893,076.85</u>	<u>\$11,572,307.42</u>

**NON-COLLUSION AFFIDAVIT**

STATE OF NEW JERSEY

: SS.

COUNTY OF BERGEN

I, \_\_\_\_\_ of the \_\_\_\_\_  
of \_\_\_\_\_ in the County of \_\_\_\_\_ and the State  
of New Jersey, of full age, being duly sworn according to law on my oath depose and say that:

I am \_\_\_\_\_ of the firm of \_\_\_\_\_

the Professional Service Entity making the submission for the above named Service, and that I executed the said submission with full authority to do so; that the Professional Service Entity has not, directly or indirectly, entered into any agreements, participated in any collusion, or otherwise taken any action in restraint of fair and open competition in connection with the above named Service; and that all statements contained in said submission and in this affidavit are true and correct, and made with full knowledge that the Housing Authority relies upon the truth of the statements contained in said submission and in the statements contained in this affidavit in awarding the contract for said Service.

I further warrant that no person or selling agency has been employed or retained to solicit or secure such contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee.

Subscribed and sworn to before me  
this \_\_\_\_\_ day of \_\_\_\_\_, 2025

\_\_\_\_\_  
Notary Public  
State of \_\_\_\_\_  
My Commission Expires \_\_\_\_\_

\_\_\_\_\_  
(Signature of Professional)

\_\_\_\_\_  
(Type or print name of Affiant and Title  
under signature)

DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN

Bidder \_\_\_\_\_

Pursuant to Public Law 2012, c. 25, any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must complete the certification below to attest, under penalty of perjury, that the person or entity, or one of the person or entity's parents, subsidiaries, or affiliates, is not identified on a list created and maintained by the Department of the Treasury as a person or entity engaging in investment activities in Iran. If the Department of Treasury finds a person or entity to be in violation of the principles which are the subject of this law, the Department of Treasury shall take action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the person or entity.

**I certify, pursuant to Public Law 2012, c. 25, that the person or entity listed above for which I am authorized to bid:**

- is not providing goods or services of \$20,000,000 or more in the energy sector of Iran, including a person or entity that provides oil or liquefied natural gas tankers, or products used to construct or maintain pipelines used to transport oil or liquefied natural gas, for the energy sector of Iran, AND
- is not a financial institution that extends \$20,000,000 or more in credit to another person or entity, for 45 days or more, if that person or entity will use the credit to provide goods or services in the energy sector in Iran.

In the event that a person or entity is unable to make the above certification because it or one of its parents, subsidiaries, or affiliates has engaged in the above-referenced activities, a detailed, accurate and precise description of the activities must be provided below to the Department of Transportation under penalty of perjury.

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**PLEASE PROVIDE FURTHER INFORMATION RELATED TO INVESTMENT ACTIVITIES IN IRAN**

You must provide a detailed, accurate and precise description of the activities of the bidding person/entity, or one of its parents, subsidiaries or affiliates, engaging in the investment activities in Iran outlined above by completing the boxes below.

**EACH BOX WILL PROMPT YOU TO PROVIDE INFORMATION RELATIVE TO THE ABOVE QUESTIONS. PLEASE PROVIDE THOROUGH ANSWERS TO EACH QUESTION. IF YOU NEED TO MAKE ADDITIONAL ENTRIES, CLICK THE "ADD AN ADDITIONAL ACTIVITIES ENTRY" BUTTON**

Name: \_\_\_\_\_ Relationship to \_\_\_\_\_  
Bidder/Vendor:

Description of Activities: \_\_\_\_\_

Duration of Engagement: \_\_\_\_\_

Bidder/Vendor  
Contact Name: \_\_\_\_\_ Contact Phone Number: \_\_\_\_\_

Certification: I, being duly sworn upon my oath, hereby represent and state that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I attest that I am authorized to execute this certification on behalf of the above-referenced person or entity. I acknowledge that the State of New Jersey is relying on the information contained herein and thereby acknowledge that I am under a continuing obligation from the date of this certification through the completion of contracts with the State to notify the State in writing of any changes to the answers of information contained herein. I acknowledge that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I recognize that I am subject to criminal prosecution under the law and that it will also constitute a material breach of my agreements(s) with the State of New Jersey and that the State at its option may declare contract(s) resulting from this certification void and unenforceable.

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Full Name (Print): \_\_\_\_\_ Signature: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**CERTIFICATION OF NON-INVOLVEMENT IN ACTIVITIES IN RUSSIA OR BELARUS**

**Program Name:** \_\_\_\_\_

**Applicant Name:** \_\_\_\_\_ **DBA:** \_\_\_\_\_

Pursuant to N.J.S.A. 52:32-60.1, et seq. (P.L. 2022, c.3) any person or entity (hereinafter 'Applicant') that seeks to be approved for or continue to receive an economic development subsidy from the New Jersey Economic Development Authority must complete the certification below indicating whether or not the Applicant is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons List, available here: <https://sanctionssearch.ofac.treas.gov/>. If the New Jersey Economic Development Authority finds that an Applicant has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

**Certification**

I, the undersigned, have read and reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify (must check one appropriate box and complete the Authorized Signature section below):

- A.** That the Applicant is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus **and** is not engaged in activities related to Russia or Belarus. **OR**
- B.** That I am unable to certify as to "A" above because the Applicant is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus. **OR**
- C.** That I am unable to certify as to "A" or "B" above because the Applicant, though identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus, is engaged in activities in Russia or Belarus consistent with federal law, regulation, license or exemption. A detailed, accurate and precise description of how the Applicant's activity related to Russia and/or Belarus is consistent with federal law is set forth below, including a copy of the license or listing the exemption.

If Option C is selected, please attach to this form a detailed, accurate and precise description of how the Applicant's activity related to Russia and/or Belarus is consistent with federal law. If applicable, please also attach a copy of the license.

**Authorized Signature**

I understand that if the above statements are willfully false, I shall be subject to penalty.

Signature of Applicant Authorized Representative

Date

Print Name & Title of Applicant Authorized Representative

Applicant FEIN or Taxpayer ID

**Definitions**

"Economic Development subsidy" means the provision of an amount of funds to a recipient with a value of greater than \$25,000 for the purpose of stimulating economic development in New Jersey, including, but not limited to, any investment, bond, grant, loan, loan guarantee, matching fund, tax credit, or other tax expenditure.