

**Town of Westfield  
Solar Panel Installation Project  
MERP 2026  
Bid Documents/ Specifications**

**Release Date: 2/17/2026**

**Bid Due Date: 3/19/2026**

**Project Location:** Westfield Town Garage/Recycling Center AND/OR Westfield Town Office and Community Center

**Project Mailing Address:** 38 School Street, Westfield, VT 05874

**Questions can be directed to:**

Westfield Town Office  
38 School Street  
Westfield, VT 05874  
(802) 744-2484  
[townclerk@westfield.vt.gov](mailto:townclerk@westfield.vt.gov)

**Project Overview:**

The Town of Westfield has received funding through the Municipal Energy Resilience Program (MERP), administered by the State of Vermont Department of Buildings and General Services (BGS), to implement energy efficiency and resilience improvements at their four Town buildings, based on the scope of work provided to that municipality by BGS within an executed MERP Implementation Grant Agreement.

**Project Scope:**

The Town of Westfield seeks proposals from qualified entities to design, engineer, permit, install, and interconnect photovoltaic (PV) systems (hereinafter "systems") rooftop or ground mount at its municipal buildings. Respondents shall be qualified solar installers with significant experience designing, planning, scheduling, permitting, constructing, and installing complete solar PV systems and have knowledge of net-metering coordination. Westfield will own the array(s) without the use of financing and is not interested in proposals that offer alternative ownership arrangements or power purchase agreements. The end result of the project shall be a fully permitted, interconnected, and operating net-metered (when possible) solar PV array.

**Special Instructions:** Site inspection is required by all bidders.

**To arrange a site visit please contact:**

Lisa Deslandes, Facilities Coordinator  
[treasurer@westfield.vt.gov](mailto:treasurer@westfield.vt.gov)  
(802) 744-2484

**Bid Submissions:** Bids will be accepted as hard copies or PDF's. Bids are to be submitted no later than as noted in "Bid Date". Bids are to be submitted either in person at the Westfield Town Office, 38 School Street, Westfield, VT or via email at [townclerk@westfield.vt.gov](mailto:townclerk@westfield.vt.gov).

Insurance Requirements: Commercial General Liability: \$1,000,000 each occurrence. \$2,000,000 General Aggregate. Must provide a copy of Insurance along with your bid.