

**Request for Qualifications
Commercial Property Assessed Clean Energy (C-PACE)
Third-Party Administrator Services
RFQ 2026-01**



c/o Special District Services, Inc.
2501A Burns Road, Palm Beach Gardens, FL 33410
(561)630-4922

**Request for Qualifications
Commercial PACE Third-Party Administrator Services**

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**Florida Green Finance Authority
Request for Qualifications RFQ 2026-01
Commercial PACE Third-Party Administrator Services**

Sealed proposals for Commercial PACE Third-Party Administrator Services must be delivered to the Florida Green Finance Authority (“Authority”) c/o Special District Services, Inc., located at 2501A Burns Road, Palm Beach Gardens, Florida 33410, no later than **3:00 p.m. local time, on Monday, November 2, 2026**, at which time they will be opened and read in public. Proposals received after 3:00 p.m. will be placed in the file unopened and will not be considered. The envelope containing the Proposal must be sealed and plainly marked **“Commercial PACE Third-Party Administrator Services”**. **Opening date: “November 2, 2026”** on the face thereof. RFQ documents can be picked up at the Florida Green Finance Authority, c/o Special District Services, Inc., located at 2501A Burns Road, Palm Beach Gardens, Florida 33410. The Authority reserves the right, in its sole and absolute discretion, to accept or reject any and all Proposals and to waive any minor technicalities or irregularities therein. The Authority further reserves the right to award the contract to that Proposer whose Proposal best complies with the proposed specifications and will best further the interest of the Authority or be the most advantageous to the Authority, or to cancel the RFQ and re-advertise in the future. Proposals will be opened publicly and the names of the Proposers responding to the solicitation will be read aloud. Proposals will then be sent to the Authority appointed Selection Committee for evaluation to determine if the Proposers are both responsible and responsive. Award will be by means of a written agreement with a selected Proposer. Proposer must submit one (1) unbound original and three (3) copies of the complete Proposal.

Published In Palm Beach Post: September 17, 2026

1.0 GENERAL INFORMATION

1.1 Purpose

The Florida Green Finance Authority ("Authority") is seeking qualified Third-Party Administrators for the Authority's Commercial Property Assessed Clean Energy Program ("C-PACE Program"). This Request for Qualifications ("RFQ") seeks to identify those Third-Party Administrators that are interested in originating and funding solely C-PACE transactions on qualifying properties within the jurisdictions that have opted in to the Authority's PACE program.

The Authority seeks one (1) or more experienced firms capable of administering C-PACE transactions under the Authority's program and supporting participating local governments, property owners, and other program participants. This RFQ is intended to identify qualified firms; qualification and/or selection by the Authority does not guarantee any minimum number or value of transactions.

1.2 Background

The Authority is a separate legal entity created pursuant to Section 163.01, Florida Statutes, the "Florida Interlocal Cooperation Act of 1969," which authorizes local government units to enter into interlocal agreements for their mutual benefit. The Town of Lantana, Florida, a Florida municipal corporation ("Lantana") and the Town of Mangonia Park, Florida, a Florida municipal corporation, ("Mangonia Park") entered into an Interlocal Agreement, dated June 11, 2012, first amended on August 11, 2014 and second amended on April 7, 2016 with document execution May 9, 2016 (the "Interlocal Agreement"), establishing the Authority as a means of implementing and financing a qualifying improvements program for certain improvements authorized under Sections 163.08 and 163.081-087, Florida Statutes ("Florida's PACE Act" or the "PACE Act"), as amended from time to time.

Currently, the Authority operates its residential and commercial PACE Program in 178 jurisdictions within 31 counties within the State of Florida. Several (19) of those jurisdictions have opted exclusively into the Authority's program as C-PACE only jurisdictions.

Additional information about the Authority is available on the Authority's website <https://flgfa.org/>.

1.3 Anticipated Scope of Services

Proposer is expected to offer a turnkey C-PACE program for the Authority. All Proposals must be made on the basis of and specifically address whether the Proposer is capable of providing the services set forth in this Section.

Program Design:

The Authority desires a C-PACE Program that encourages and facilitates the installation of Qualifying Improvements as set forth in the PACE Act and is designed in a manner that is flexible and responsive to the needs of both borrowers and capital providers. Proposers must design a flexible C-PACE program with an "open-market" structure accessible by all qualified capital providers, eligible property owners, and contractors. All aspects of Proposers C-PACE program shall comply with the PACE Act and any amendments thereto at all times. The program must include a Program Handbook that at minimum: (i) meets the requirements of the PACE Act; (ii) clearly explains the Program and how it works; (iii) clearly sets forth eligibility requirements for participation by capital providers, property

owners, and contractors; (iv) provides a C-PACE funding process from application to closing that is flexible, user-friendly, and streamlined; (v) defines eligible C-PACE improvements for both existing buildings and new construction; and (vi) provides quality assurance audit requirements to ensure that the C-PACE assessments comply fully with the requirements of the C-PACE Program.

Program Implementation:

Program Website – Proposers shall implement a C-PACE Program webpage, which will be included as a “landing” page, on the Authority’s current website, and links to an external Program website for Program information, application submission, and any other pertinent information. This webpage, website and/or linkages to external website(s) will be outside of the Authority’s network and all data collected through the C-PACE program links will be managed, maintained and secured by the Proposer’s external program site administrator.

Customer Service – Proposers shall provide sufficient personnel during normal business hours (Monday – Friday 8:30 AM to 5:00 PM EST) to respond to telephone or email requests for program information, preferably on the same day the request is received; to assist with and acknowledge the receipt of applications; to provide information concerning Program approval status; and to provide ongoing support.

Program Administration – Proposers shall develop a Program kick-off and implementation plan that ensures that the C-PACE Program is available to the public as soon as possible following contract award and Board of Supervisor approval of governing C-PACE documentation. Proposer is responsible for all program administration of its C-PACE program. Proposer should not expect or otherwise rely on any administrative support from the Authority in implementing Proposer’s C-PACE program.

Application Processing – Proposers shall be responsible for developing a procedure for the approval of applications; retaining records of each application; confirming the eligibility requirements; developing and maintaining all required C-PACE financing documentation; coordinating the completion, review, and execution of the C-PACE Financing Agreement and recording of all required memoranda of PACE Financing Agreements. Individual property and project underwriting is expected to be a function of the Property and its capital provider for each C-PACE project. Following execution of the loan documents, the Proposer shall provide to the Authority a copy of the complete loan document package, either electronically or in hard copy form.

Monitor and Coordinate Program Administration – The Proposer shall monitor and coordinate all components of the C-PACE Program related to the development and ongoing management of the C-PACE.

Data Management – The Proposer shall maintain a database of all C-PACE program financings, terms, capital providers, and status. This database must be capable of tracking by property, property owner, capital provider, eligible improvement, or amount financed, and provide reporting capabilities. The Proposer must perform periodic/regular backup of all data related to the C-PACE Program that can be recovered and inspected at the request of the Authority at any point in time, as needed. The Proposer shall provide periodic reports to the Authority and any required local jurisdiction as needed. The reports may include, but not be limited to, the following information: property, property owner, capital provider, amount financed (with dates), program fees, eligible improvement costs, and estimated energy efficiency and/or water conservation savings associated with the eligible improvement. Further, the Proposer may be exposed to confidential information, and the disclosure of such information could

violate rights of private individuals and entities. A brief discussion of such capacity to maintain privacy and protocols to protect confidential information should be included in the Proposal, along with a demonstrated understanding of Florida's Public Records Law (Chapter 119, Florida Statutes) and its applicability to the Authority.

Quality Assurance – The C-PACE Program must include an auditing process that ensures all capital providers, borrowers, improvements, and C-PACE loans meet or exceed the requirements set forth in the program materials and handbook, and that verifies that the improvements financed through the program were installed.

C-PACE Loan Servicing – The Authority utilizes the Uniform Method of Collection for all C-PACE assessments. Proposers shall annually prepare and submit to the Authority's Manager, Special District Services, Inc., assessment rolls by County for all C-PACE assessments to be levied by the Authority on behalf of the Proposer. The assessment roll shall include a breakdown of the total assessment. This breakdown should include principal, interest, and any fees.

Continuity of Service – In the event of Proposer's termination or end of the contract term, the Proposer must provide to the Authority, the data related to the Proposer's C-PACE program and other proprietary information reasonably requested by the Authority. Proposer shall continue to service all assessments following termination until such time as all Proposer's assessments are paid in full and released. Proposers shall at all times maintain a contact person with the Authority for the provision of timely response and coordination of any and all assessment issues after termination. The obligation of the Proposer to provide the termination services will survive the termination or expiration of the agreement for whatever reason.

Reporting – The Proposer must identify relevant C-PACE Program information for reporting and marketing purposes and provide reporting of C-PACE Program data and participation results as requested by the Authority or any of the local governments that have opted into the Authority's PACE program. Proposers shall be required to comply with all reporting requirements, providing all required reports at the required frequency, and copying appropriate Authority personnel on all reports provided to local jurisdictions. Additionally, the Proposer must be available to meet on an as needed basis with Authority staff, either in person or remotely, as well as be available for routine correspondence.

Program Fee(s) – The Authority will not compensate the Proposer for any of the services set forth herein. The Proposer must identify its proposed Program Fee(s) which may be assessed as part of Proposer's C-PACE program. Proposers understand that certain opted in jurisdictions require mandatory reporting of maximum C-PACE fees and agree to provide such information timely to ensure compliance with existing agreements.

General Services – the following other services shall be required of Proposers:

- Coordinate with Authority staff, legal counsel, participating local governments, Property Appraisers, Tax Collectors, capital providers, mortgage holders, and other participants as necessary.
- Prepare and maintain Proposer's C-PACE transaction files, forms, checklists, reports, and assessment information.
- Track program activity, payment status, delinquencies, defaults, complaints, and other material developments.
- Conduct closing, recording, assessment roll preparation, billing and collection coordination, and post-closing administration for all Proposer's C-PACE assessments. Coordination with the

Authority will be required in certain instances.

- Perform other related C-PACE administrative services agreed upon by the Authority and the selected Proposer.

The final scope of services will be determined by the Authority and included in any resulting Third-Party Administrator Agreement between the Proposer, the Authority and the Authority's Manager as necessary.

2.0 SUBMISSION REQUIREMENTS

2.1 Deadline and Location

The Authority will receive sealed proposals until 3:00 p.m. local time Monday, November 2, 2026 which will be opened publicly at that time.

Proposers shall submit their Proposals in hard copy only by the due date and time specified. Please submit Proposals to:

Todd Wodraska, Authority Secretary
c/o Special District Services, Inc.
2501A Burns Road
Palm Beach Gardens, FL 33410

Proposals submitted after the established deadline will not be accepted.

2.2 Format

Proposals should be typed, double spaced and submitted on 8½x11 inch size paper. Proposals shall not exceed a combined total of 20 pages. Proposals should be submitted using a single method of fastening (e.g., stapled, binder, etc.). Proposals should include only brief and concise narrative. The enclosure of elaborate or unnecessary verbiage or promotional material is discouraged.

2.3 Table of Contents

Proposals should contain a Table of Contents. The Table of Contents outlines in sequential order all of the areas of the proposal and it allows for clarity and ease of review of the Proposal.

2.4 Letter of Transmittal

Proposals should include a Letter of Transmittal that briefly summarizes the Proposer's understanding of the scope of services and affirms their commitment to performing the work in a timely and professional manner. The letter must contain, at a minimum, the following:

- a. Identification of Proposer, including names, addresses, and telephone numbers.
- b. Proposed working relationship between Proposer and subcontractors, if applicable.
- c. Name, title, address, telephone number, and email address of contact person during period of proposal evaluation.
- d. Signed by a person authorized to bind Proposer to the terms of the Proposal.

2.5 Technical Proposal

Proposers shall submit a Technical Proposal addressing each topic below:

2.5.1 *Proposer Qualifications*

Organization Information:

Successful Proposer must be a legal entity (e.g. corporation, limited liability company, partnership, etc.) organized under the laws of any state in the United States or under the laws of the State of Florida.

Proposer shall provide the legal name, address, year established, ownership, organizational structure, and primary contact. A brief description of the organization and its experience with C-PACE or comparable public financing programs must also be provided. Include background information on your organization, including years in business and current breadth of operation. Also, please indicate if your organization currently provides financing for other PACE Program(s), which one(s) and amount financed to date.

Identification of any proposed subcontractors or affiliated entities that would perform material services.

Please also complete and submit the Proposal Cover Sheet attached hereto as **Exhibit A**.

Administrative Staffing:

Please provide an organizational staffing chart identifying the staff who would be assigned to implement Proposer's C-PACE program under the Authority. Please describe the depth of administrative staff, including each person's role, relevant experience, and anticipated availability. Provide a simple organizational chart or staffing plan showing who will be responsible for program management, transaction review, compliance, reporting, and day-to-day administrative support.

Proposer should identify at least three (3) key officer(s), director(s), manager(s) and/or other person(s) who will be central to the Proposer's C-PACE program operations and who will have an administrative or oversight role, or will otherwise have a significant role in the day-to-day program operations. For each key person identified, the Proposer must provide a current and up-to-date resume or curriculum vitae.

Note that under the Authority's PACE program, implementing the C-PACE program will be the sole responsibility of the successful Proposer. Proposer must be prepared to provide a self-contained C-PACE program with no dedicated staff or resources provided by the Authority. The Authority does not maintain an Executive Director or other administrative support staff dedicated to C-PACE program implementation.

Explain how the organization will maintain sufficient coverage and continuity if a key staff member is unavailable or leaves the organization.

Knowledge of Florida's PACE Market:

Proposer shall provide a written explanation of their knowledge of Florida's current PACE market, including existing relationships and affiliations with PACE programs currently operating within the

State of Florida. Particular attention should be paid to existing relationships with city and county governments, and Tax Collector and Property Appraiser offices, throughout the State and an understanding of how to navigating those relationships in the context of opt ins, routine reporting and general compliance with not only the PACE Act but with local regulations governing PACE throughout the State.

2.5.2 Proposer Experience

Relevant C-PACE Experience and Evidence of Successful Transactions:

Successful Proposers shall have at least three (3) years of organizational lending experience. Proposer shall describe their experience administering, closing, servicing, or otherwise materially supporting C-PACE transactions within the State of Florida. Proposers shall demonstrate experience in C-PACE program design, marketing, and program administration. This demonstrated experience should include the funding of both small and large C-PACE transactions, including projects under \$1 Million in total scope. Specifically, Proposers shall provide verification of at least three (3) successful C-PACE projects financed and closed within the State of Florida within the last two (2) years. For each transaction, Proposer shall identify the jurisdiction or program, approximate financing amount, closing date, Proposer's role, project type, current status, and any other pertinent details of the transaction for the Authority's consideration.

Proposers must demonstrate positive relationships with C-PACE capital providers, contractors, other industry participants and respective state and local government representatives and provide references from at least two (2) capital providers, two (2) contractors, and two (2) state and/or local government representatives within the State of Florida, including the name of the person to contact, address, and telephone number, brief summary of the transaction (type of improvement and dollar amount). This list of references shall include company or government name, contact person, address, telephone number, Email address, nature of the work performed, and the duration of the engagement. Please complete and submit the References of Similar Work form attached hereto as **Exhibit B**. Failure to include references shall be cause for rejection of proposal as non-responsive. Proposer hereby releases listed references from all claims and liability for damages that result from the information provided by the reference.

Financial Capacity, Good Standing and Conflicts:

Proposer shall demonstrate readily available sources of funding. Proposers must provide proof of sufficient financial resources to design, promote, and administer the C-PACE program successfully without Authority funding. Proposer should provide an approximate (non-binding) amount of capital available to make PACE assessments under the program and a description of the type and/or sources of that capital. The Proposer shall demonstrate financial and operational capacity by providing audited financial statements for two (2) years, if available. In the event the Proposer does not have audited financial statements, a copy of the previous two (2) years financial statements prepared by a Certified Public Accountant shall be provided.

Proposers shall identify any actual or potential conflicts of interest, including relationships with capital providers, contractors, project developers, servicers, or other C-PACE participants.

Proposers shall provide verification that the Proposer is in good standing and is authorized, or will become authorized, to conduct business in Florida before beginning work (no more than three (3) months old).

Successful Proposers shall also provide evidence of appropriate/customary insurance coverage (e.g., Directors & Officers insurance, commercial general liability, professional liability, property, unemployment and Workers Compensation, etc.

Transaction Payment Performance and Default History:

The Authority wants to understand whether the Proposer's prior C-PACE transactions have performed as expected and whether the Proposer has appropriate safeguards to avoid creating an unmanageable property tax obligation. As such, Proposers should:

- State whether any C-PACE transaction administered or materially supported by the Proposer has experienced a payment delinquency, default, tax certificate, foreclosure action, bankruptcy, workout, or other material collection problem.
- Briefly describe any such event, including the number of affected transactions, the Proposer's role, the outcome, and any corrective action taken.
- Identify any known instance in which a property owner or other responsible party stated or demonstrated that the C-PACE assessment contributed to an inability to pay the full property tax bill. If none are known, state that clearly.
- Describe, at a high level, the underwriting, review, disclosure, or monitoring practices the Proposer uses to evaluate whether the property owner can reasonably pay the assessment together with property taxes and other property-related obligations.
- Provide available documentation or references that the Authority may use to verify the payment status and performance of the representative transactions listed in Section 2.5.2.

In addition to the litigation reported in response to Section 2.5.3 below, please also provide a summary of all litigation for which Proposer is named as a Defendant by virtue of foreclosure or other delinquency (e.g., tax deed, etc.) over the past five (5) years. For each matter listed, provide a summary of the subject matter of the litigation, a brief description, current status, and outcome of how the litigation was resolved, if concluded.

2.5.3 Litigation and Regulatory History

Proposer shall provide a summary of any current or pending litigation you have with the Authority or any other PACE Program Administrator with the State of Florida (whether you are plaintiff or defendant), or any litigation in the past five (5) years you have had with another private entity or federal, state, or local governmental entity (whether you are plaintiff or defendant) relating to defaults on financial obligations, contract defaults or breaches, contract terminations, suspensions, or failure to perform. The summary should outline the parties to the litigation, the subject matter of the litigation, a brief description, current status, and outcome of how the litigation was resolved, if concluded. Current or pending litigation involving the Authority or any other PACE Program Administrator within the State of Florida shall result in the immediate rejection of your Proposal as being unresponsive and not from a responsible Proposer and shall not be reviewed or scored by the Selection Committee. Past litigation with the Authority or any other PACE Program Administrator within the State of Florida or any other governmental entity shall be evaluated by the Selection Committee under Sections 3.8 and 3.9 of the RFQ.

Disclose any material pending or concluded litigation, arbitration, governmental investigation, regulatory action, administrative proceeding, judgment, sanction, suspension, debarment, or termination involving the respondent, its proposed key personnel, or any material subcontractor during the past five (5) years.

If there are no matters to disclose, provide a statement confirming that the Proposer has no responsive litigation or regulatory history.

2.5.4 Methodology and Approach

Provide a brief description of how the Proposer would approach administration of its C-PACE Program under the Authority's PACE program. Successful Proposers will demonstrate an understanding of the anticipated services and ability to operate within the Authority's program including all participating jurisdictions.

Describe the proposed fee structure or the basis on which fees would be developed. Please provide a current fee schedule used by the Proposer and the typical terms Proposer offers for C-PACE financing, including but not limited to:

- Basic structure, tenors, minimum/maximum project sizes Proposer is willing to fund, payment schedules, prepayment options, etc.;
- Typical interest rates (range) and fee pricing;
- General underwriting guidelines, credit standards and security requirements;
- Finance documentation;
- Origination procedures, including turnaround times;
- Construction financing procedures; and
- Finance servicing.

3.0 GENERAL TERMS AND CONDITIONS

3.1 Qualification of Proposers

Successful Proposers shall have demonstrated experience in providing C-PACE Third-Party Administrator Services and shall meet all criteria/requirements identified in this RFQ.

3.2 Timetable

The anticipated schedule and deadline of the RFQ and Contract approval are as follows:

<u>Activity:</u>	<u>Date:</u>	<u>Time:</u>	<u>Location:</u>
Submittal Deadline	11/2/26	3:00pm	Special District Services, Inc. 2501A Burns Road Palm Beach Gardens, FL 33410
Selection Committee Meeting	11/9/26	1:00pm	SDS Conference Room 2505 Burns Road Palm Beach Gardens, FL 33410

Projected Award Date **12/3/26**

Contract Start Date **TBD**

NOTE: The Authority reserves the right to alter the above activities and/or times at the Authority’s sole discretion.

3.3 Contact Person

The contact person for the RFQ is Brielle Barba, at (561) 630-4922, email address jbbarba@sdsinc.org.

For information concerning RFQ procedures and regulations (i.e., submission deadline, forms required), or ADA accommodations, interested parties may contact the above.

3.4 RFQ Postponement/Cancellation

The Authority may, at its sole and absolute discretion, reject any and all, or parts of any and all, proposals; waive any minor irregularities in this RFQ or in the proposals received as a result of this RFQ, postpone or cancel, at any time, this RFQ process; or re-issue this RFQ.

3.5 Costs Incurred by Proposers

All expenses incurred with the preparation and submission of proposals to the Authority or any work performed in connection therewith shall be borne by the responding party.

3.6 Proprietary/Confidential Information

Proposers are hereby notified that Proposals and all information submitted as part of, or in support of, proposals may be available for public inspection in accordance with Chapters 119 and 286, Florida Statutes, popularly known as the “Public Records Law” and the “Government in the Sunshine Law,” respectively.

Proposers should clearly identify information they believe is confidential or exempt and state the legal basis for any claimed exemption. The Authority will in its sole and absolute discretion determine disclosure obligations in consultation with counsel.

3.7 Review of Proposals

Each Proposal will be examined as to whether it is responsible and responsive. A Responsible Proposer is one who has the required qualifications to perform the required work and services. A Proposal will also be reviewed to determine if the proposal is Responsive to the RFQ. Proposals deemed to be non-responsive will be rejected without being evaluated by the Authority. A Responsive proposal is one which has been signed, has been submitted by the specified submission time, and has provided the information required to be submitted with the proposal (as stated in Section 2). While poor formatting, poor documentation, and/or incomplete or unclear information may not be cause to reject a proposal without evaluation, such substandard submissions may adversely impact the evaluation of your proposal, especially information relating to establishing financial/business stability. Proposers who fail to comply with all of the required and/or desired elements of this RFQP do so at their own risk.

3.8 Selection Process

All proposals timely received will be reviewed first to determine if each Proposer has submitted the required information and met all Submission Requirements (as stated in Section 2). Those proposals fulfilling the Proposal Requirements shall be referred to the Selection Committee for review and further consideration.

The Selection Committee will evaluate all responses to the RFQ that meet the Submission Requirements (as stated in Section 2) and are deemed responsive. The Selection Committee may evaluate all proposals based solely on the information submitted with the proposal. Accordingly, Proposers are urged to ensure that their Proposal contains all the necessary information for the Selection Committee to fairly and accurately evaluate each of the criteria listed below in Section 3.9. However, an oral presentation, additional written information, internal staff analysis, proposer presentations, outside consultants, and/or any other information may be required, at any time during the selection process, to help the Selection Committee determine the final ranking of proposers. The Selection Committee may determine, as the result of additional information, that the impact of the information is significant and may be considered in the scoring and/or ranking, at the discretion of the Selection Committee.

The Selection Committee shall meet in public session as necessary to score each proposal by reviewing each proposal against the evaluation criteria listed below, see Section 3.9 for criteria and the above regarding oral presentations. Upon completion of the Selection Committee's review and discussion of all the responsive Proposals submitted, each Selection Committee Member shall score each proposal and total the scores for each proposal. The proposals shall be assigned a ranking based upon the totals of each Selection Committee Member's score for each proposal.

After the Selection Committee has developed an overall ranking for each Proposer, the Selection Committee will then review, discuss, and declare the Proposer ranked the highest as its "finalist(s)" and make its recommendations to the Authority's Board of Supervisors for award of a contract at the sole and absolute discretion of the Board of Supervisors.

3.9 Evaluation Criteria

The Proposer who has the best qualifications, experience, references and ability to comply with the specifications in this RFQ as determined by the Selection Committee shall receive the most points in this section. The primary criteria for evaluation are each assigned a point value based on relative importance. These criteria include:

	Evaluation Criteria	Maximum Points
1	Experience	10
2	Qualifications	50
3	Litigation & Regulatory History	20
4	Methodology and Approach	20
	Maximum Total Points:	100

3.10 Acceptance/Rejection

The Authority reserves the right to accept or to reject any or all Proposals, to waive technicalities and irregularities at its sole discretion, and to make awards to that Proposer(s) who, in the sole opinion of the Authority, will be in the best interest of and/or the most advantageous to the Authority. The Authority also reserves the right to reject the Proposer of any individual or company who has previously failed in the proper performance of an award or to deliver on time contracts of a similar nature or who, in the sole opinion of the Authority, is not in a position to perform properly under this award. The Authority further reserves the right to inspect all facilities of Proposers in order to make a determination as to the foregoing. The Authority reserves the right to waive any irregularities and technicalities and may, at its sole discretion, request a re-bid.

Only one (1) Proposal from any individual firm, corporation, organization or agency under the same or different name shall be considered. Should it appear to the Authority that any Proposer is interested in more than one Proposal, all Proposals in which such Proposer has interest will be rejected.

3.11 Award of Contract

All timely submitted Proposals will be referred to the Selection Committee for review, evaluation, ranking, and recommendation to the Authority's Board of Supervisors for award, if applicable. The award, if any, will be made to the Proposer(s) whose proposal is considered to be the most advantageous to the Authority based on the Authority's opinion after review of every responsible, responsive proposal.

The Authority may qualify one (1) C-PACE Third-Party Administrator, multiple C-PACE Third-Party Administrators, or no C-PACE Third-Party Administrators, as determined to be in the Authority's best interest and consistent with applicable laws and Authority procedures.

Any selected Proposer will be required to enter into a Third-Party Administration Services Agreement provided by the Authority and its counsel and to comply with applicable law, Authority policies, program documents, insurance requirements, reporting requirements, audit rights, data-security requirements, and transition obligations.

Selection and/or qualification does not create a contract or guarantee any transaction volume, territory, revenue, or exclusivity.

EXHIBIT A
PROPOSAL COVER SHEET

To: Florida Green Finance Authority
c/o Special District Services, Inc.
2501A Burns Road
Palm Beach Gardens, FL 33411

Proposal of: _____
Company Name as It Is to Appear on Agreement

Proposer is ☐ an individual, ☐ a partnership, ☐ a corporation, ☐ a limited liability company (please mark appropriate box), duly organized under the laws of the State of Florida.

Taxpayer Identification Number:

Employer I.D. No. _____ (Corporation or Partnership)

Principle Office Address of Proposer:

Street Address	County
City	State
	Zip Code
Telephone No.	Email

The Proposer certifies the following by signing below:

1. The undersigned, having carefully read and considered the RFQ, does hereby offer to perform such services on behalf of the Authority, in the manner described and subject to the terms and conditions set forth in the attached proposal.
2. This Proposal is current, accurate, complete, and is presented to the Authority for the performance of this agreement in accordance with all the requirements as stated in this RFQ.
3. The Proposal is submitted without prior understanding, agreement, or connection with any corporation, firm or person submitting a proposal for the same materials, services and supplies and is, in all respects, fair and without collusion or fraud.
4. The Proposer has the financial stability to fully perform the terms and conditions as specified herein. The Authority reserves the right to request financial information from the Proposer at any time during the solicitation process and in any form deemed necessary by the Authority.

By: _____
Signature of Authorized Representative (Corporate Seal)

Print Name: _____ Title: _____

Please affix corporate seal if available or have cover sheet notarized.

THE STATE OF FLORIDA
COUNTY OF PALM BEACH

The foregoing was acknowledged before me by means of ☐ physical presence or ☐ online notarization this ____ day of _____, 2026 by _____ who is personally known to me or who has produced a Florida driver's license as identification and who did/did not take an oath, and who stated that he executed same on behalf of the above-named entity for the purposes therein expressed.

(Seal)

NOTARY PUBLIC, State of Florida

THIS PAGE TO BE SUBMITTED WITH PROPOSAL TO BE CONSIDERED COMPLETE.

EXHIBIT B
REFERENCES OF SIMILAR WORK

1. Organization:

Organization Name: _____ Contact Person: _____

Address: _____

Phone No.: _____ Email: _____

Start Date of Contract: _____ End Date of Contract: _____

Description: _____ Dollar Amount: _____

2. Organization:

Organization Name: _____ Contact Person: _____

Address: _____

Phone No.: _____ Email: _____

Start Date of Contract: _____ End Date of Contract: _____

Description: _____ Dollar Amount: _____

3. Organization:

Organization Name: _____ Contact Person: _____

Address: _____

Phone No.: _____ Email: _____

Start Date of Contract: _____ End Date of Contract: _____

Description: _____ Dollar Amount: _____

4. Organization:

Organization Name: _____ Contact Person: _____

Address: _____

Phone No.: _____ Email: _____

Start Date of Contract: _____ End Date of Contract: _____

Description: _____ Dollar Amount: _____

5. Organization:

Organization Name: _____ Contact Person: _____

Address: _____

Phone No.: _____ Email: _____

Start Date of Contract: _____ End Date of Contract: _____

Description: _____ Dollar Amount: _____

6. Organization:

Organization Name: _____ Contact Person: _____

Address: _____

Phone No.: _____ Email: _____

Start Date of Contract: _____ End Date of Contract: _____

Description: _____ Dollar Amount: _____