

**REQUEST FOR PROPOSALS (RFP)
FOR A VARIETY OF CONSULTING, DESIGN, EQUIPMENT SYSTEMS,
INSTALLATION AND OPERATION SERVICES PERTAINING TO
COMMERCIAL-SCALE ALGAE PRODUCTION PROCESSING PLANTS
AT FOUR SEPARATE LOCATIONS IN THE UNITED STATES**

DUE BY 4:00 PM EST ON NOVEMBER 10, 2011

INFORMATION ABOUT THE PROJECT

1. Introduction & Purpose

As its primary course of business, CBO Financial (CBO) develops and finances construction of projects that serve to revitalize communities and economically benefit populations in need. CBO works with developers and municipal economic development agencies in the nation's most severely distressed communities to secure badly needed investment and jobs. CBO has identified algae production & processing facilities as a potential economic development engine. As experts in the New Markets Tax Credit Program (a federal program designed to incentivize investment in low income communities) and other subsidy programs, CBO is uniquely qualified to help finance and develop algae-related projects and to drive related investment into the areas that need it most.

With this RFP CBO is seeking to build a team of algae experts to work with local developers and municipal agencies to establish commercial scale algae production & processing facilities in distressed communities. We are cognizant of the fact that certain algae strains & growing technologies may be more productive at certain locations vs others; we are seeking the expertise necessary to assist with designing systems for each location, and assistance with managing the project through to completion & start up.

Initial feasibility analysis is being focused on four locations; the goals of these projects are to help renewable technologies and businesses thrive within low income communities while providing educational, environmental and economic benefits to local residents.

- A. A vacant building in Mound Bayou, Mississippi (site secured);*
- B. A vacant building in Buffalo, New York (site secured);*
- C. Puerto Rico (location to be determined);*
- D. Arizona (location to be determined).*

As mentioned CBO is seeking to build a team that will assist local entrepreneurs and agencies with all aspects of developing commercial scale algae production and processing facilities. Each project should start with the minimum system necessary to be economically sustainable, in order to prove up production and support financing of more substantial build out. Formerly vacant warehouses and industrial buildings will be targeted for renovation and reopening as algae production facilities. Once the team is assembled we will work with developers and municipal agencies to develop systems that meet their needs and are appropriate for their location. CBO will integrate all components into a financeable project and assist with building the production plant from ground-up, offering a turn-key solution that creates green-collar jobs in the local community. Assistance is being sought for the following disciplines:

- 1) System design & budgeting;

- 2) Algae strain selection;
- 3) End product selection & identification of buyers;
- 4) Identification of equipment providers, suppliers, contractors, service providers, etc.;
- 5) Identification of potential financing sources (CBO currently has two Financing Request Packages on the market for algae plants in Calhoun, GA and Woodbine, NJ);
- 6) Any and all other aspects of developing a commercial scale algae production system.

2. Selection Criteria:

This RFP seeks input from qualified participants with specialized knowledge and experience in commercial algae production, and the planning and development of similar type of projects. Respondents to this RFP are asked to answer questions and provide qualifications, with roles and responsibilities of all parties indicated.

The objectives of this RFP are to:

- Identify interested parties who are willing to propose cost-effective solutions for viable and efficient algae production and processing facilities;
- Determine development activities to be completed to expeditiously implement commercial-scale algae processing businesses;
- Identify and assess potential risk factors and sources of uncertainty, and develop mitigation strategies and ways to reduce uncertainties;

Bidders may submit proposals within their area of expertise on any one or a combination of the four project locations noted above. These proposal responses can be submitted as separate responses for each project or in one single response, as long as it is clearly defined which technology applies to which application throughout the response. Awards will be made to firms on either individual projects or as a lump-contract for all four project locations. This award will be based on the responses and at CBO's discretion.

3. Questions, Addendums, or Supplements to Request for Proposal:

There will be a non-mandatory pre-bid webinar on November 1, 2011 at 2:00 pm EST. Those who are interested in joining this webcast should email Tish Gressang (tgressang@cbofinancial.com) with the company name and contact information so that she may send the login-in instructions.

One addendum will be issued after the pre-bid webcast and will be emailed to attendees and also posted on CBO Financial's website (www.cbofinancial.com).

Any additional questions and concerns regarding the RFP should be submitted via email to:

Cori Cheairs
Director of Development
CBO Financial, Inc.
ccheairs@cbofinancial.com

Additionally, CBO Financial will be exhibiting as Booth #117 at the upcoming 2011 ABO [Algae Biomass Summit](#) on October 24 - 27, 2011 at the Hyatt Regency in Minneapolis, Minnesota. This RFP announcement will be readily available and team members will be able to further discuss this project at that time.

4. Proposal Submission:

Three (3) hard copies of the proposal and one (1) electronic copy via email (to ccheairs@cbofinancial.com) must be received on or before 4 pm EST on November 10, 2011.

All firms or teams must allow sufficient mail delivery time to ensure receipt of the proposal by the time specified. The proposals should be clearly marked on the outside of the package reading "RFP for Algae Processing Plants" and also clearly mark on the packaging "Due November 10, 2011 at 4:00 pm EST".

All hard copy responses should be mailed to the attention of:

Cori Cheairs
Director of Development
CBO Financial, Inc.
10630 Little Patuxent Parkway, Suite 314
Columbia, MD 20144

No late or facsimile submissions will be accepted.

5. Costs

CBO is not liable for any costs related to the production, reproduction, or sending of the proposals; or for the interviews.

SECTION II: SUBMITTAL REQUIREMENTS

Bidders may submit proposals within their area of expertise on any one or a combination of the four projects. These proposal responses can be submitted as separate responses for each project or in one single response, as long as it is clearly defined which technology applies to which application throughout the response.

The following should be addressed in the proposals in the order as listed below.

A. Cover Sheet

1. Submit a cover sheet with the following information: Firm name, address, contact information, which project location(s) the submittal is responding to.

B. Firm Overview

1. Provide an overview of each firm / consultant(s) that will be part of the project team, including addresses and contact names. Please indicate if firms have office locations near any of the geographic regions noted in this proposal.
2. For each firm, provide a disclosure of any claims, lawsuits, or disputes over work or services currently being executed and that have been undertaken during the past ten years. If there are none, please indicate this.

C. Project Understanding and Approach

1. Describe your firm/team's understanding of the project(s).

2. Describe your firm/team's proposed approach to the project(s). If you are submitting for more than one project, be sure to indicate which approach is applicable to which project (as there may be a variety of solutions and types of applications depending on the project location).
3. What is your firm/team's approach to keep the project within budget and on time?

D. Project Team

1. Provide an organizational chart with names, disciplines, and roles of all key personnel. Be sure to include company names for sub-consultants your firm would intend to use.
2. For each person listed on the organizational chart, provide a resume that includes professional licenses, certificates, education, relevant experience, and years with the firm. For subconsultants on the proposed team, a company overview, office location(s), and abbreviated abstract of key management will suffice.

E. Project Experience

1. Provide an overall summary of the firm's project experience on similar types of projects.
2. Also provide detailed project abstracts with photos for three to five renewable energy projects. Special consideration will be given to those projects that are similar in scope and/or located in the general geographic areas. Be sure to include project cost, completion date (actual or estimated), and references including contact name, company, address and telephone number.
3. List the firm or project team's experience working with federal agencies. Include the name of the contract, the federal agency, and completion date (actual or estimated).

F. Project Schedule

Provide an estimated project schedule with milestones and deliverables from project kick-off to the completion of final design documents that can be used for permitting and construction. If more than one schedule is submitted for more than one project, please indicate as much.

If applying for more than one project location, note if schedules can run concurrently with current staffing or if the project timelines would need to be spread out.

G. Cost Estimate

The proposed cost estimate should be broken out by milestones, disciplines and/or equipment. Also include a guaranteed maximum price. If there may be additional services outside the scope of work, include a list of those services and associated hourly fees.

Proposed bid estimates should be comprehensive and take into account all expenses and transportation costs. There should be a separate estimate provided for each project that the respondent's firm is pursuing. The location of that project should be clearly marked on each estimate.