

SUNNYSIDE UNION ELEMENTARY SCHOOL DISTRICT

REQUEST FOR QUALIFICATIONS PROPOSITION 39 ENERGY CONSERVATION AND ENERGY EFFICIENCY SERVICES

OWNER

SUNNYSIDE UNION ELEMENTARY SCHOOL DISTRICT
21644 Avenue 196
Strathmore, CA 93267-9795

SEALED SUBMITTALS MUST BE RECEIVED BY December 7, 2017 AT 3:00 P.M.

**SUNNYSIDE UNION ELEMENTARY SCHOOL DISTRICT
ENERGY CONSERVATION AND ENERGY EFFICIENCY SERVICES
REQUEST FOR QUALIFICATIONS**

ALL CONTACT REGARDING THIS REQUEST FOR QUALIFICATIONS MUST BE MADE TO Steve Tsuboi, Superintendent at 21644 Avenue 196, Strathmore, CA AND RECEIVED BEFORE 3:00 P.M. ON December 7, 2017.

OVERVIEW

The Sunnyside Union Elementary School District (SUESD) seeks submittal of qualifications from interested firms capable of designing and implementing energy conservation services as described within this Request for Qualifications (RFQ). It is our intent to enter into an agreement with the successful firm to conduct a District-Wide Energy Conservation/Efficiency Audit and California Energy Commission Energy Expenditure Plan Amendment application, and award contract(s) to implement cost-effective energy retrofits.

SCHEDULE

DATE	EVENT
November 16, 2017	RFQ Issued
November 30, 2017	Deadlines for questions and information requests
December 7, 2017	RFQ Due Date
December 14, 2017	Announcement of Award

BACKGROUND

The Sunnyside Union Elementary School District is home to one school site. Our students range from Kindergarten through 8th grade. A list of sites is attached in Appendix A.

QUALIFICATIONS

SUESD may award a contract to the Energy Services Company (Provider) that, in its sole opinion, is the most capable of providing the range of services described in the RFQ, and in the long-term best interest of the District. To be considered for this project a provider must demonstrate knowledge and experience in similar projects:

- Adequate financial resources to support the range of alternatives anticipated
- California K-12 references that can attest to the quality of the Provider's past work
- An established record of technical performance on typical projects within California
- A proven record of on-time and on-budget performance
- Excellent safety record
- Established records of the Provider's ability to complete the work
- Credentialed, trained, and knowledgeable staff

- Competent management support at all levels
- Ability to effectively communicate with SUESD Board, administration, staff, students, and community as needed

SUESD reserves the right to investigate the qualifications of all Providers under consideration and to confirm any part of the information furnished, or to require other evidence of managerial, financial, or technical capabilities that are considered necessary for the successful performance of the possible energy design-build services.

SERVICES REQUESTED

The District previously utilized Proposition 39 funding to perform a general lighting retrofit of the District. SUESD wishes to amend its current Proposition 39 Energy Expenditure Plan to include HVAC systems and access the remaining, available Proposition 39 funding.

SUESD is interested in the identification, Proposition 39 Energy Expenditure Plan amendment application, engineering, design, and installation of Proposition 39 funded HVAC projects and associated California Energy Commission reporting services.

Upon selection, the Provider shall perform an Investment Grade Energy Audit of the specified facilities. The audit must be of acceptable quality to SUESD's Governing Board and meet Proposition 39 mandated requirements.

SUESD shall have 45 working days in which to accept the energy audit or to request changes or additions to it. Changes or additions will be negotiated in good faith. If the parties cannot agree to the content of the audit within 60 working days from the date the request for change is made, the Governing Board, at its sole discretion, may cancel negotiations with the Provider, terminate the contract, and enter into negotiations with other Providers.

The following technologies and/or energy management approaches serve as examples of solutions to be considered under this RFQ:

- Packaged HVAC Equipment Replacements

Other Energy Projects proposed by Provider will also be considered. All equipment provided by the Provider for this program shall have a history of successful operating experience in similar installations and shall be in new, unused condition. This equipment shall be current technology with readily available non-proprietary replacement parts. All equipment used for this program shall be approved by SUESD prior to installation.

SUBMITAL REQUIREMENTS

The submitting firms must have demonstrated technical and managerial capability across a broad range of energy, analysis, design, construction, funding, operations, and maintenance areas. SUESD will consider the following background and experience factors in the evaluation of all submittals.

Address the following items as completely as possible; response to each item is mandatory:

1. Describe your firm's approach to managing the Energy Projects.
2. Describe your firm's safety program. Include proof of your firm's safety Experience Modification Rating (EMR) or equivalent.
3. Describe your firm's approach to developing a scope of work for the project. How are the various components of a project prioritized and evaluated?
4. Describe in detail your firm's methodology for calculating energy cost savings.
5. Describe your firm's experience with various project delivery methods. Address the areas that are self-performed, sub-contracted, team delivered, etc. The following areas must be addressed: design, engineering, procurement, and installation.
6. Describe the qualifications and relevant energy project experience of the Provider, its team, and its staff. Include a clear description of your firm's proposed team with names, resumes, and project responsibilities.
7. Describe your firm's financial capacity to handle the project. Include company bond rating, bond limits, and evidence of insurability.
8. Describe your firm's expertise in applying/securing funding for energy conservation/efficiency/generation infrastructure improvements for CA K-12 clients, including but not limited to:
 - a. Third party funding, including but not limited to state, federal, and utility funds, grants, rebates, incentives, etc.
 - b. Financing options, procurement options, etc.
9. Describe any unique capabilities of the Provider that would be useful to the specific needs of the district/project.
10. Provide a description of your firm's commitment to and experience with obtaining OPSC Project Closure status, as well as experience with DSA, for public school projects.
11. Provide names and contact information for five (5) Energy Project Design/Build references for projects in California public schools in which your firm was the Prime Contractor. Provide a brief description of the work performed for these clients.
12. Provide a brief description of your firm's ability to provide remote monitoring of equipment and utility meters. Describe your firm's stance on open platform vs. proprietary technology for EMS and controls-related systems.
13. Is or has your firm been a party to suits, claims, or similar actions related to:
 - a. Construction claims relating to performance or delay
 - b. OSHA, labor relations, or similar issues affecting the progress of the work
 - c. California State Contractor License suspensions or code violations
 - d. If "yes" to any of the above, provide a summary and current status of the issue under separate attachment to the response to this RFQ.
14. Provide a draft scope of work and pricing for the Investment Grade Energy Audit that meets Proposition 39 mandated requirements.

SUBMITTAL EVALUATION PROCESS

Providers will be evaluated and preference given to those that illustrate demonstrated range of services, innovative approaches, technical and contractual solutions, additional services, and flexibility developing and implementing successful projects.

SUESD will address the following criteria in evaluation of submittals in order to gauge the ability of the Provider. The same general criteria will be used to judge both the submittal and the interview, should SUESD choose to conduct interviews with Providers.

Technical Approach - 35

1. Describe your firm's approach to manage the Energy Projects.
2. Describe your firm's approach to developing a scope of work for the project. How are the various components of a project prioritized and evaluated?
3. Describe in detail your firm's methodology for calculating energy cost savings.
4. Provide a brief description of your firm's ability to provide remote monitoring of equipment and utility meters. Describe your firm's stance on open platform vs. proprietary technology for EMS and controls-related systems.

Knowledge and Expertise of Personnel/Firm - 50

5. Describe your firm's experience with various project delivery methods. Address the areas that are self-performed, sub-contracted, team delivered, etc. The following areas must be addressed: design, engineering, procurement, and installation.
6. Describe the qualifications and relevant energy project experience of the Provider, its team, and its staff. Include a clear description of your firm's proposed team with names, resumes, and project responsibilities.
7. Describe your firm's expertise in applying/securing funding for energy conservation/efficiency/generation infrastructure improvements for CA K-12 clients, including but not limited to:
 - a. Third party funding, including but not limited to state, federal, and utility funds, grants, rebates, incentives, etc.
 - b. Financing options, procurement options, etc.

State Agency Experience/Capabilities - 30

8. Describe any unique capabilities of the Provider that would be useful to the specific needs of the district/project.
9. Provide a description of your firm's commitment to and experience with obtaining OPSC Project Closure status, as well as experience with DSA, for public school projects.

Record of Past Performance - 40

10. Provide names and contact information for five (5) Energy Project Design/Build references for projects in California public schools in which your firm was the Prime Contractor. Provide a brief description of the work performed for these clients.

Financial Stability/Safety Record - 20

11. Describe your firm's financial capacity to handle the project. Include company bond rating, bond limits, and evidence of insurability.

12. Describe your firm's safety program. Include proof of your firm's safety Experience Modification Rating (EMR) or equivalent.
13. Is or has your firm been a party to suits, claims, or similar actions related to:
 - a. Construction claims relating to performance or delay
 - b. OSHA, labor relations, or similar issues affecting the progress of the work
 - c. California State Contractor License suspensions or code violations
 - d. If "yes" to any of the above, provide a summary and current status of the issue under separate attachment to the response to this RFQ.

Pricing - 25

14. Provide a draft scope of work and pricing for the Investment Grade Energy Audit that meets Proposition 39 mandated requirements.

SUESD reserves the right to:

- Reject any or all submittals at its sole discretion.
- Cancel the Request for Qualifications (RFQ).
- Modify any requirements contained within the RFQ and request a revised submission from all providers.
- Establish other evaluation criteria determined to be in the best interest of SUESD.
- Contract with any of the firms responding to this RFQ based solely upon its judgment of the qualifications and capabilities of the firm.

A Selection Committee, as deemed necessary, will be formed to evaluate the submittals. Composition and creation of this committee, should one be formed, is at the sole discretion of SUESD. The Selection Committee may review the submittals for format to ensure conformance with the requirements of the RFQ and may select finalist to interview with the committee as part of the evaluation process. SUESD does not guarantee that an interview will take place, thus reserving the right to select a Provider based solely on the information provided in the submittals received in response to the RFQ. Should an interview take place, the key personnel responsible for fulfilling the requirements of the project shall be required to be present for the interview. SUESD will take all steps necessary to ensure that any discussions and interviews conducted in connection to this RFQ will be done in a fair and impartial manner.

This RFQ does not commit SUESD to negotiate a contract. SUESD will not be responsible for any expenses incurred by any firm in preparing and submitting a proposal or response to this RFQ.

SUBMITTAL FORMAT AND COMMENTS

The submittal should be prepared in a way that provides a straightforward and concise description of the respondent's capabilities to satisfy the requirements of the project. Emphasis should be placed on completeness and clarity of content. All submittal requirements listed above should be addressed in full.

The Provider shall describe any relationships with manufacturers of proposed energy equipment, including those manufactured by the respondent or listed subcontractors. The Provider shall describe any relationships with the organizations providing training, if not provided by the Provider.

Content shall be tabbed and numbered per the items included in the Submittal Requirements.

SUBMITTAL INFORMATION

Deadline for submission of three (3) hard copies or electronic pdf submission of your submittal is **3:00 PM, December 7, 2017**. Submittals received after the deadline may be returned. All submittals become the sole property of SUESD and the content will be held confidential until the selection of a firm is made. Any proprietary information must be designated clearly and should be bound separately and labeled with words "PROPRIETARY INFORMATION". An entire submittal marked as such will not be accepted.

Submit sealed submittals clearly marked "RFQ for Sunnyside Union School District- Energy Conservation Services" to the following location:

Sunnyside Union Elementary School District
21644 Avenue 196
Strathmore, CA 93267-9795

Questions or clarifications may be submitted in writing to Steve Tsuboi, Superintendent, at the address listed above or e-mailed to stsuboi@sunnyside.k12.ca.us

Appendix A: List of Sunnyside Union Elementary School District Sites

SITE	ADDRESS	SQUARE FOOTAGE
Sunnyside Union Elementary School	21644 Avenue 196, Strathmore, CA	41,995