

REQUEST FOR PERFORMANCE CONTRACT PROPOSALS

Mahomet-Seymour CUSD #3 at 101 N. Division St., Mahomet, IL 61853, is requesting Qualified Providers to propose innovative solutions and energy conservation measures through a guaranteed savings contract on a performance contracting basis.

These proposals may include, but are not limited to, implementation of energy equipment; repair, modernization, maintenance services at various locations on a performance contracting basis as defined by the State of Illinois, in Article 5/19b, School Energy Conservation and Savings Measures of the School Code (105 ILCS/5).

The District's objective in issuing this Request for Proposals is to provide a competitive means in which to select a single Qualified Provider with whom to negotiate a final contract. The District may elect to implement further improvement measures in phases pursuant to the contract.

Proposals shall be received in the office of:

**Mahomet-Seymour CUSD #3
101 N. Division St.
Mahomet, IL 61853**

**Deadline for Proposals:
December 13, 2012**

NO EXTENSIONS WILL BE GRANTED

The sealed proposals, five (5) copies, will be publicly opened at that time and the contents will be announced. A copy of the Request for Proposal (RFP) specification can be obtained from the Administration Building Office at 101 N. Division St., Mahomet, IL 61853.

The District will evaluate all proposals and may choose to interview the top three companies. The District will make a Qualified Provider recommendation, at which time the Qualified Provider that best meets the needs of the District will be notified. The District reserves the right to accept and/or reject any or all proposals or parts thereof.

The School District discloses that Ameresco has helped prepare the specifications of this RFP.

For questions concerning the RFP process, contact Rick Johnston, Superintendent, at (217) 586-4995.

I. PROPOSED PROJECT

- A. The work to be included in the project may include upgrades or replacement of equipment and/or material include in, but not limited to roofing, tuckpointing, parking lots, doors, windows, flooring, lighting, domestic water, HVAC and fire protection devices. The facilities to be included in the RFP, but not limited to are: Mahomet-Seymour High School, Mahomet-Seymour Junior High School, Lincoln Trail Elementary, and Sangamon Elementary.
- B. The intent of this RFP is to provide the owner with the means to realize maximum energy and operational savings and/or related improvements to its facilities.
- C. The qualified provider will provide a financial package that will allow payments over a specified term. This will allow the school district the option to pay for the program within existing budget allocations.
- D. A savings guarantee will be offered as part of the qualified provider's proposal. The savings in energy and operating costs are guaranteed to cover the cost of the contract.
- E. Qualified provider must be able to demonstrate successful implementation of similar programs. Preference will be given to experience with projects in the K-12 market in the local area.
- F. If a proposal includes any proprietary data or information that the respondent does not want disclosed to the public, such data or information must be specifically identified as such on every page which it is found. Data or information so identified will be used by the school solely for the purpose of evaluating proposals and conducting contract negotiations.

II. PROPOSAL FORMAT

Proposal **must** be submitted in the format outlined in this section. Tabs must identify each section. Every proposal will be reviewed to determine if it is complete prior to actual evaluation. The school reserves the right to eliminate from further consideration any proposal deemed to be substantially or materially unresponsive to the requests for information contained herein.

TABLE OF CONTENTS

EXECUTIVE OVERVIEW

Include: The challenges faced by the District and areas the Company can impact.

EXPERIENCE and QUALIFICATIONS

Firm Profile

Include: General Information, Name of Firm, Business Address, Telephone Numbers, Name of the Officer Authorized to Bind the Firm, Contact Person for this Project and K-12 Experience Overview.

Qualifications

Documentation must be submitted to support required qualifications as part of the ESCO's response.

- Qualification as an ESCO by the National Association of Energy Service Companies (NAESCO).
- Qualification as an ESCO by the Department of Energy (DOE)
- LEED® AP Certification for lead member of the audit team.
- Current Professional Engineering License for lead member of the audit team.

Relevant Experience

Include: List projects completed, contact, budget, objectives, technologies implemented and testimonials. Provide information on at least five similar projects in the Illinois K-12 market **completed by your firm**. Please provide the name and contact information of a reference person for each project that can speak to the work your firm did on the project.

Personnel Qualifications

Include: Project team member names and background.

TECHNICAL APPROACH

Include: A description of the facility needs and their solution.

FINANCIAL APPROACH and GUARANTEE

Include: Base proposal pricing, alternatives if applicable, financing options, analysis of implementation costs and payback and financial experience.

PROJECT MANAGEMENT

Include: Description of approach for project and construction management including schedule of major milestones, and type and availability of company resources to support the project.

APPENDIX

Include: Any additional information.

III. Proposal Evaluation Criteria

A School District evaluation team will evaluate all proposals and recommend an award subject to approval by the School Board. The District reserves the right to, but is not obligated to, request and require that the proposing firm provide an oral presentation of its proposal at a date and time to be determined. If required by the District, it is anticipated that such presentation, if required, will not exceed one (1) hour. The written proposal and oral presentation, if required, will be the basis for determining the successful firm. Proposals will be evaluated according to the following criteria:

- Qualifications and experience of the proposer and past performance of the firm on other contracts in terms of size, scope and quality of services. The District may solicit reference information from previous clients.
- Qualifications and experience of committed personnel.
- Technical Approach – quality and responsiveness of the proposal to the needs of the district in terms of scope of work, methodology, and project management.
- Financial Approach – Total Project Cost, Projected Savings and sources and types of potential financing.

The School Board or its designee will, in the exercise of their sole discretion, determine which proposal best meets the needs of the School District. The exercise of this discretion will be final.