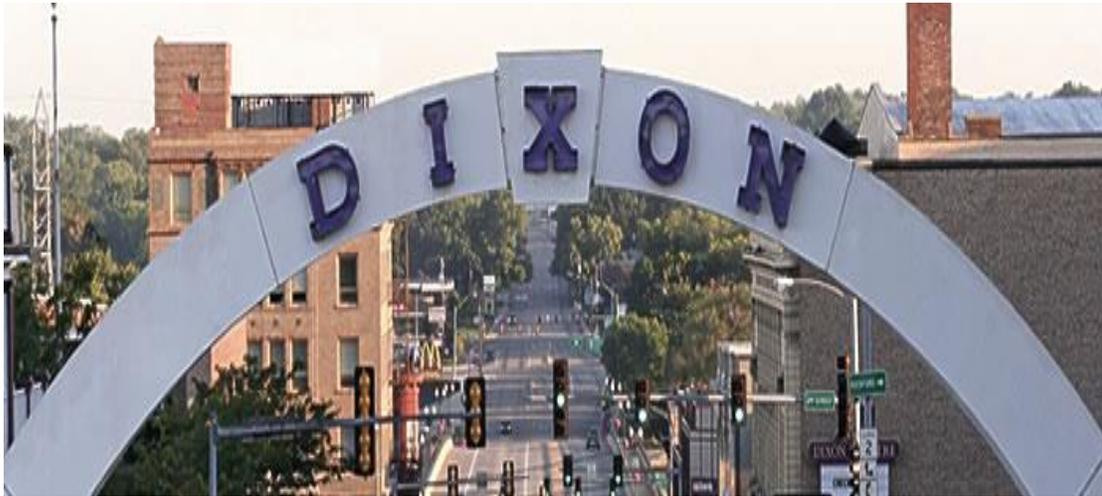


**Request for Performance Contracting
Proposals
For a Guaranteed Energy Savings
Contract Project**



Dixon Library
Dixon, Illinois
221 South Hennepin Ave.
Dixon, IL 61021
(815) 284-7261
Attn: Ms. Lynn Roe

Issued: July 22, 2014
Due: August 8, 2014

Dixon Library at 221 S. Hennepin Ave, Dixon, IL 61021, is requesting Qualified Providers to propose innovative solutions and energy conservation measures through a guaranteed savings contract on a performance contracting basis. The Library is interested in contracting for facility and energy-related improvements at the Library; (hereinafter referred to as project). These services and improvements are to be delivered on a performance contracting basis.

These proposals may include, but are not limited to, implementation of energy equipment; repair, modernization, maintenance services at the Library on a performance contracting basis as defined by the State of Illinois, Energy Conservation and Savings Measures of the Illinois Compiled Statutes ; 50 ILCS 515.

The Library'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 Library may elect to implement further improvement measures in phases pursuant to the RFP.

Proposals shall be received in the office of: Dixon Library, 221 S. Hennepin Ave, Dixon, IL 61021. Deadline for Proposals is August 8, 2014 at 2:00 p.m. CST, NO EXTENSIONS WILL BE GRANTED.

The sealed proposals, 3 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 Dixon Library at 221 S. Hennepin Ave, Dixon, IL 61021.

The Library will allow walk-through site visits of the building. Please make arrangements with the Director of Library, Ms. Lynn Roe at (815) 284-7261.

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

In accordance with the Illinois Compiled Statutes; 50 ILCS 515, the Library discloses that GRP participated in the preparation of this RFP.

OVERVIEW OF TERMS AND CONDITIONS:

A. Contract Term: The duration of the contract will be mutually determined between the ESCO and the Library based on authorizing legislation, final project scope and financial factors. No contract shall exceed 20 years in duration.

B. Guarantee: The project must result in a guaranteed minimum annual energy, water and O&M savings guarantee, as well as defined levels of occupant comfort; maintenance, monitoring, training or other services.

C. Execution of Guaranteed Energy Savings Contract and Financing Documents: The Library will negotiate and execute the Guaranteed Energy Savings Contract with the selected ESCO and all financing documents required by the selected financing source. The ESCO to whom the contract is awarded shall give a sufficient bond to the Library for its faithful performance. The ESCO shall also provide a written guarantee that either the energy or operational cost savings, or both, will meet or exceed within 20 years the costs of the energy conservation measures.

D. Procurement Process: The evaluation and selection of an ESCO, and the negotiation and procurement of services will proceed as follows:

E. Site Visits: Prior to the submission of proposals, one mandatory site visit must be held. All potential responders interested in visiting the site must make arrangements with Ms. Lynn Roe, Director of the Library.

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, tuck-pointing, parking lots, doors, windows, flooring, lighting, domestic water, HVAC and security.
- 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.
- 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: ESCO must be able to demonstrate successful implementation of similar programs. Preference will be given to experience with projects in the in the local area. A Qualified Provider is a person or business experienced in the design, implementation and installation of energy cost savings measures. As required by Section 50 ILCS 515/5 Local Government Energy Conservation Act, the minimum training required for any person or employee shall include the satisfactory completion of at least 40 hours of course instruction dealing with energy conservation measures.
- 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 on every page which it is found. Data or information so identified will be used by the Library solely for the purpose of evaluating proposals and conducting contract negotiations.
- G. Litigation: List any projects with which the Provider has entered into any Litigation or Arbitration within the past 5 years. Provide a brief summary detailing the litigation/arbitration. Omission of any past litigation will result in disqualification.
- H. Required Capabilities: The ESCO must have the demonstrated technical and managerial capabilities to provide a comprehensive set of energy and water services including, but not limited to design, acquisition, installation, training and commissioning of new and/or existing energy systems as well as project monitoring and savings measurement and verification. Additional services may include operation and maintenance for all improvements and/or training of the staff on routine maintenance and operation of systems.

Proposal Format

Proposals should 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 Library reserves the right to eliminate from further consideration any proposal deemed to be substantially or materially unresponsive to the requests for information contained herein.

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EXECUTIVE SUMMARY

Include: Acknowledgement of the RFP and a brief description of project options.

EXPERIENCE/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.

Qualifications

Include: Documentation must be submitted to support required qualifications as part of the ESCO's response. Provide resumes of the project team members relevant to the project, their backgrounds and current Professional Engineering License for lead members of the audit team.

Relevant Experience

Include: List projects completed, contacts, contract value and scopes implemented. Provide information on similar projects in Illinois completed by your firm. Please provide the name and contact information of a reference person for each project that can speak to the work you did on the project.

TECHNICAL APPROACH

Include: A description of the facility needs and recommended solutions.

FINANCIAL APPROACH

Include: Recommended proposal pricing, alternatives if applicable and any financing options.

PROJECT MANAGEMENT

Include: Description of approach for project and construction management including processes, type and availability of company resources to support the project

SERVICE

Include: Any additional information and training.

Proposal Evaluation Criteria

Submission of Written Proposals: ESCO's interested in providing the services requested, must respond in writing. All submissions become property of the Library and will not be returned to the ESCO. All costs associated with submission preparation will be borne by the submitting ESCO.

Proposal Review and Selection of Finalists: The Library will establish a Project Evaluation Team to review and evaluate the ESCOs written responses to this RFP. The Project Evaluation Team will check client references which will also be evaluated. The Library reserves the right to reject any or all submissions and to waive informalities and minor irregularities in submissions received and to accept any submissions if deemed in the best interest of the Library to do so.

An evaluation team will evaluate all proposals and recommend an award. The Library reserves the right to, but is not obligated to, request and require that the proposing firm provide an oral presentation of its proposal. The date and time is to be determined. 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 Library may solicit reference information from previous clients.
- Qualifications and experience of committed personnel.
- Technical Approach – quality and responsiveness of the proposal that best meets the needs of the Library in terms of scope of work, methodology, and project management.

- Financial Approach – Total Project Cost, Projected Savings and sources and types of potential financing.

Timetable

The Library expects to undertake the selection process described below according to the following schedule but potential dates may change:

Advertisement and Issue RFP	July 22, 2014
Submissions of Proposals	August 8, 2014
Interviews with Finalist	August 13, 2014
Selection of ESCO	August 13, 2014
Award Contract	August, 2014