Effingham CUSD #40
Request for Performance Contracting Proposals
For a Guaranteed Energy Savings Contract Project

Effingham CUSD #40
2803 South Banker Street
Effingham, IL 62401
(217) 540-1500

Assistant Superintendent:
Mr. Rem Woodruff

Issue Date: December 23, 2016
Proposal Due Date: January 23, 2017
Effingham CUSD #40 at 2803 South Banker Street, Effingham, IL 62401, 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 19b, School Energy Conservation and Savings Measures of the School Code (105 ILCS 5/19b).

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 RFP. Any further recommendations for the District will be considered.

Proposals shall be received in the office of the District contact person: Mr. Rem Woodruff, Assistant Superintendent, Effingham CUSD #40; 2803 South Banker Street, Effingham, IL 62401: (217) 540-1500. Deadline for receipt of proposals: January 23, 2017 at 2:00 p.m. local time, NO EXTENSIONS WILL BE GRANTED. A mandatory pre-bid meeting will be held on December 29, 2016 at the District Office at 10:30 a.m. Companies must be present to respond.

Please provide five (5) sealed copies of the proposals. A copy of the Request for Proposal (RFP) specifications can be obtained from the Administration Building Office at 2803 South Banker Street, Effingham, IL and/or contacting the District contact Rem Woodruff. For site visits or questions please contact the Asst. Superintendent, Mr. Rem Woodruff at (217) 540-1500.

The District will evaluate all proposals and 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 in part or in whole any Submission, waive any formalities, or minor technical inconsistencies or delete any item/requirements from the RFP or resulting contract when deemed to be in the District’s best interest.

The evaluation of proposals shall be conducted in accordance with Section 19b-2 and as per the project specifications including, but not limited to: the evaluation shall analyze the estimates of all costs of installations, modifications or remodeling, including, without limitation, costs of a pre-installation energy audit or analysis, design, engineering, installation, maintenance, repairs, debt service, conversions to a different energy or fuel source, or post-installation project monitoring, data collection, and reporting. The evaluation shall include a detailed analysis of whether either the energy consumed or the operating costs, or both, will be reduced.

The District will not provide compensation to the Respondent(s) for any expense incurred by the Respondent(s) for Submission preparation, product evaluations, or demonstrations that may be made. The District discloses that GRP participated in the preparation of this RFP.

This contract calls for the construction of a “public work,” within the meaning of the Illinois Prevailing Wage Act, 820 ILCS 130/.01 et seq. (“the Act”). The Act requires contractors and subcontractors to pay laborers, workers and mechanics performing services on public
works projects no less than the current “prevailing rate of wages” (hourly cash wages plus amount for fringe benefits) in the county where the work is performed. The Department publishes the prevailing wage rates on its website at http://labor.illinois.gov/. The Department revises the prevailing wage rates and the contractor/subcontractor has an obligation to check the Department’s web site for revisions to prevailing wage rates. For information regarding current prevailing wage rates, please refer to the Illinois Department of Labor’s website. All contractors and subcontractors rendering services under this contract must comply with all requirements of the Act, including but not limited to, all wage requirements and notice and record keeping duties.
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, 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 must be able to demonstrate at least 12 successful implementations of similar programs within the past 7 years in Illinois. Preference will be given to experience with projects in the K-12 market in the State of Illinois.

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. Disclosure of any proprietary information by the District shall be in accordance with the laws and regulations regarding disclosure in force in the State of Illinois.

G. Litigation: List any projects with schools with which the Provider has entered into litigation or arbitration during the past 10 years. Provide a brief summary detailing the litigation/arbitration. Omission of any past litigation will result in disqualification.
II. 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 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.

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EXECUTIVE OVERVIEW
Request for Proposals shall include a concise abstract stating the respondent's overview of the company. Please summarize the scope of services that would be offered by your firm for this project.

EXPERIENCE and QUALIFICATIONS
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:

- Resumes of the team relevant to the project.
- Current Professional Engineering License for lead members of the audit team.
- Background checks of all employees on the job site working within the District.
- Current Certification from the State of IL that your firm is in good standing with the State of Illinois to perform work/business in Illinois
- Qualification letter from the State of IL contractor bidder for Capital Development Board

Relevant Experience:
Include: List projects completed, contacts, contract value and scopes implemented. Provide information on similar projects in Illinois K-12 schools market completed by your firm as well as the individuals that will be working on this project. Please provide the name and contact information of a reference person for each project that can speak to the work your company performed.

Personnel Qualifications
Include: Project team member names, backgrounds and actual projects they worked on in the K-12 market in Illinois.
TECHNICAL APPROACH
Include: A description of the facility needs and recommended solutions.
Central School Scope:
   New windows with possible asbestos abatement
   Asbestos abatement of flooring and replacement
   Outstanding HLS items
High School:
   New Roofing except gyms. Roof to be Carlyle EPDM Membrane with an R-30 and a minimum 20 year warranty. Alternates considered.
   Repair all parapet walls
   Expand downspout and storm drain system
   Replace existing HVAC MAU and RTU’s. Any alternates are allowed.
      Provide alternates for cooling of gymnasiums; wood shop and welding rooms.
   Controls: Replace existing Trane controls on unitary devices and provide an integrated system to Honeywell control system. Alternates will be considered.

FINANCIAL APPROACH and GUARANTEE
Include: Itemized pricing for proposed recommended solutions so the District can develop a project scope, alternatives if applicable, financing options, and financial experience.

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

CONSTRUCTION MANAGEMENT
Include: Describe how your firm would work with current building management and maintenance in order to coordinate construction and avoid conflicts with the building’s operation and use. Describe your flexibility and/or limitations regarding possible owner’s monitoring and installation and performance of ESCO projects, owner’s integration of other identified capital needs with ESCO projects that may or may not contain energy and water savings opportunities. Describe your flexibility and willingness to work with the District’s architect on the final design of proposed facility improvements.

SERVICE
Include: Any additional information, service and training.
III. Proposal Evaluation Criteria

A School District evaluation team will evaluate all proposals and recommend an award subject for 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. 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.

In addition: the evaluation of proposals shall be conducted in accordance with Section 19b-2 and as per the project specifications including, but not limited to: the evaluation shall analyze the estimates of all costs of installations, modifications or remodeling, including, without limitation, costs of a pre-installation energy audit or analysis, design, engineering, installation, maintenance, repairs, debt service, conversions to a different energy or fuel source, or post-installation project monitoring, data collection, and reporting. The evaluation shall include a detailed analysis of whether either the energy consumed or the operating costs, or both, will be reduced.

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 District is not liable for any cost incurred by the respondent in preparing or submitting a proposal, or in preparing the contract.

IV. Timetable

The District expects to undertake the selection process described below according to the following tentative schedule:

- Advertisement and Issue RFP: December 23, 2016
- Mandatory Pre-Bid Meeting: December 29, 2016
- Submissions of Proposals: January 23, 2017
- Potential Interviews with Finalist: January, 2017
- Selection of ESCO: January, 2017
- Award Contract: February, 2017
- Substantial Project Completion: August, 2017