

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

**Meridian CUSD #101
1401 Mounds Road
Mounds, IL 62964
(618) 342-6778**

Superintendent: Mr. Jonathan Green

**Issue Date: November 20, 2018
Proposal Due Date: December 19, 2018**

Meridian CUSD #101 at 1401 Mounds Road, Mounds, IL 62964, 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 RFP over a number of years. Any further recommendations for the District will be considered.

Proposals shall be received in the office of: Mr. Jonathan Green, Superintendent, Meridian CUSD #101. 1401 Mounds Road, Mounds, IL 62964. Deadline for Proposals: December 19, 2018 at 3:00 p.m. CST, NO EXTENSIONS WILL BE GRANTED.

Please provide 3 sealed copies of the proposals. A copy of the Request for Proposal (RFP) specification can be obtained from the Administration Building Office at 1401 Mounds Road, Mounds, IL 62964.

For site visits, please make arrangements with the Superintendent, Mr. Jonathan Green, at (618) 342-6778.

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 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.

In accordance with the Illinois School Code Article 19B-3, the District discloses that GRP participated in the preparation of this RFP. For questions concerning the RFP process, contact Mr. Jonathan Green, Superintendent at Meridian CUSD #101, (618) 342-6778.

Any contact of the Board of Education members during the RFP process and consideration of responding firms without approval of the Superintendent, Mr. Jonathan Green, will be grounds for immediate disqualification of the firm.

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 20 successful implementations of similar programs within the past 5 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 15 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
- Current member of NAESCO

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.

FINANCIAL APPROACH and GUARANTEE

Include: Pricing for proposed recommended solutions, 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.

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 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. 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 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 schedule:

Advertisement and Issue RFP	November 20, 2018
Submissions of Proposals	December 19, 2018
Selection of ESCO	December, 2018
Award Contract	January, 2019
Substantial Project Completion	August 10, 2019