

Request for Qualifications

Guaranteed Energy Savings Performance Contract

for

Emanuel County Schools



**RFQ for Guaranteed Energy Savings Performance Contract
Release date: February 6, 2023**

Due Date: March 8, 2023

Time: 11:30 AM

Right to Reject: In submitting a response to this RFQ, it is understood by the respondent that the right is reserved by Emanuel County Schools to accept or reject any and all responses, and to waive any irregularities or informalities when to do so is in the best interest of Emanuel County Schools.

I. INTRODUCTION AND BACKGROUND

Emanuel County Schools requests qualifications from interested Energy Services Companies (ESCO's) for the design and implementation of a Guaranteed Energy Savings Performance Contract in various facilities, in accordance with (OCGA Title 50, Ch. 37 or O.C.G.A. § 20-2-506) or other Georgia legislation.

This Request for Qualifications requires the selected ESCO to conduct an investment grade audit. The selected firm will be required to identify, engineer, design, install, maintain and provide financing options for approved energy conservation measures in a fixed cost scenario.

The intent of this project is to provide Emanuel County Schools the means to improve its designated facilities through guaranteed energy, operational, maintenance and capital cost avoidance savings, as well as new revenue sources.

II. RFQ PROCEDURES

A. Point of Contact

Questions concerning this RFQ and the procedures for responding to the RFQ should be directed to:

Jansen Ware
jware@emanuel.k12.ga.us

B. Submission of Responses

Responses must be received by 11:30am on March 8, 2023. Respondents should submit three (3) paper copies and one (1) electronic copy of the response to:

Jansen Ware
Executive Director of Operations
201 N. Main St, P.O. Box 130, Swainsboro, GA 30401
"Proposals Enclosed – Guaranteed Energy Savings Contract"

Responses received after the time and date specified above will be disqualified as unresponsive.

C. Schedule of Events

The following timeline is expected to be followed during the procurement period of this RFQ. This is a tentative schedule, and dates are subject to change.

- Release of RFQ – February 6, 2023
- RFQ Response Due – March 8, 2023 by 11:30 A.M.
- Review of Submissions – March 9 -13, 2023
- Formal selection of an ESCO partner – March 14, 2023
- Project Development Agreement executed with the selected ESCO – March 23, 2023

III. FORMAT AND CONTENTS

Responses must be submitted in the format outlined in this section. Responses must be no more than twenty-five (25) pages total, single-sided, with a minimum 10-pt. font. Note: Cover Page, Cover Letter, Table of Contents, and Annual Reports / Audited Financials do not count toward the page limit. Emanuel County Schools reserves the right to eliminate from further consideration any submittal deemed to be substantially or materially unresponsive to the requests for qualifications contained herein.

A. Executive Summary

Responses shall include a concise abstract stating the respondent's understanding of the Emanuel County Schools' goals and objectives. The ESCO's submission should identify the firm's ability to satisfy Emanuel County Schools' unique financial, technical, and strategic goals and objectives.

B. Company Background & Experience

1. Provide a company overview/history of the organization.
2. Describe prior relevant work experience and provide a minimum of ten (10) references of Guaranteed Energy Savings Programs implemented by your organization. Provide the customer's name, total project cost, Contact name, telephone number and email of contact, and a brief description of the project. Preference will be given to ESCOs that demonstrate multiple-phase projects with the references mentioned above.
3. Provide a comprehensive list of all Guaranteed Energy Savings Programs implemented by your organization in the state of Georgia.

C. Project Development

1. Provide a description of your organization's project development process and typical schedule.
2. Provide an overview of any additional service offerings currently being offered by your company. Highlight the specific ways that you believe Emanuel County Schools could benefit from these services.
3. Include a comprehensive list of any products or materials that would be offered by your company as part of this project, which are manufactured, produced, owned by your company or its affiliates.

D. Project Management

1. Provide a description of your organization's approach to project management.
2. Provide a description of your organization's approach to the ongoing maintenance (service) of the installed equipment.
3. Provide a description of your organization's approach to warranty issues.

E. Financial

Provide your two (2) most recent Annual Reports or Audited Financials.