

**REQUEST FOR QUALIFICATIONS
REGIONAL SCHOOL UNIT 16
ENERGY CONSERVATION PROJECT**

QUALIFICATION SUBMISSION DEADLINE: September 20, 2019

Pursuant to 20-A M.R.S.A. § 15915, Regional School Unit 16 (the “RSU”) requests qualifications from interested parties (“Parties”) for an energy conservation/air quality and related HVAC upgrades project at RSU facilities (the “Project”). The Request for Qualifications is available on the RSU’s website at www.rsu16.org or by contacting Craig Worth, Operations Director via phone (207) 998-2727 ext. 113 or email: cworth@rsu16.org.

AUGUST 14, 2019



*Request for Qualifications
for Energy Conservation and Air Quality
Improvements Project*

Contact: *Craig Worth*
Operations Director
Regional School Unit No. 16
3 Aggregate Road
Poland, ME 04274

RFQ for Energy Performance Contracting Services

REGIONAL SCHOOL UNIT NO. 16 REQUEST FOR QUALIFICATIONS FOR ENERGY CONSERVATION AND AIR QUALITY IMPROVEMENTS PROJECT

QUALIFICATION SUBMISSION DEADLINE: 4:00 PM EST, September 20, 2019

Interested parties (“Contractors”) shall submit three (3) duplicate copies of their qualifications in accordance with this request to:

Craig Worth
Operations Director
Regional School Unit No. 16
3Aggregate Rd.
Poland, ME 04274

Questions regarding submissions should be directed to Craig Worth by e-mail at: cworth@rsu16.org.

Pursuant to section 15915 of Title 20-A of the Maine Revised Statutes, Regional School Unit No. 16 (the “RSU”) requests qualifications from interested parties for an energy conservation and air quality improvement project or projects (the “Project”). The selected energy service company will enter into a preliminary agreement acceptable to the RSU for the development of the Project and will be responsible for completion of all aspects of the design and the work under one or more performance contracts. The contract(s) must include guarantees of performance as required by Title 20-A, section 15915. The selected firm must procure payment and performance bonds in the full amount of the contract(s). It is anticipated that the Project will include energy conservation and/or air quality improvement projects at Elm Street School, Minot Consolidated School, Poland Community School, Poland Regional High School, Bruce Whittier Middle School, and the RSU’s Central Office.

Article I Qualifications

Interested parties (“Candidates”) must submit a statement of qualifications that addresses, at minimum, the following:

- a. Demonstrated expertise and experience in assessment, engineering, and design of energy efficient equipment and systems that will reduce energy consumption and costs associated with HVAC systems, boiler/heating systems, building envelopes, domestic hot water systems, lighting alternative (green) heating systems, automation, and other energy using systems.
- b. Demonstrated expertise and experience in maintenance of HVAC mechanical equipment and installed systems, retrofit of existing systems, training of personnel in the operation and maintenance of existing and new equipment installed under the Project.
- c. Demonstrated expertise and experience with delivering projects under performance contracts subject to section 15915 of Title 20-A of the Maine Revised Statutes.
- d. Demonstrated experience with measurement and verification of energy savings using international performance measurement and protocol published by the U.S. Department of Energy, Office of Scientific and Technical Information.
- e. Demonstrated expertise and experience with record-keeping requirements.

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- f. Letter from surety or other satisfactory evidence of bonding capacity.
- g. Client references, including contact information.
- h. Client references for Candidate's major subcontractors and client or professional references for Contractor's key employees that Candidate proposes to utilize for the Project, and demonstrated record of those persons working together on past projects.

Please submit any other information that you consider helpful to the RSU School Board in making its decision including, but not limited to, expertise/experience of your firm for the purpose of serving as an expert witness with respect to claims related to contracted work described in this Request for Qualifications.

Article II Scope of Work

The scope of work will be prepared and recommended by the selected Candidate for consideration by the RSU's School Board. The scope of work will be subject to modification at any time at the sole discretion of the RSU School Board, and may include any or all of the following:

- a. Complete energy audits.
- b. Monitoring of energy costs.
- c. Replacements, upgrades, and maintenance of existing boilers/burners.
- d. Control upgrades.
- e. A written guarantee that total program costs will be offset through existing budgets and/or additional revenues generated by the Project.
- f. Any other work to satisfy the requirements of section 15915 of Title 20-A of the Maine Revised Statutes.

The RSU may alter or amend the scope of work at its sole discretion prior to executing a contract with the selected Candidate. Once a contract is executed, the scope of work may be amended in accordance with the contract documents.

Article III Miscellaneous

Any proposal may be withdrawn or modified by written request of the Candidate, provided that such request is received by the RSU prior to the qualification submission deadline. The cost of preparing responses to this RFQ, including site visits or analyses, is the sole responsibility of the Candidate and will not be reimbursed.

The selection of a Candidate does not obligate the RSU to enter into a contract. Any contract entered into between the RSU and a selected Candidate shall be in a form entirely satisfactory to the RSU School Board in its sole discretion. The RSU reserves the right to accept or reject any Candidate on the basis of the qualifications submitted in the sole discretion of the RSU and to exercise its judgment in evaluating qualifications. The RSU reserves the right to request additional information from any Candidate .

The RSU will establish an interview committee to interview one or more Candidates. The interview provides the opportunity for the Candidate to address questions and to more fully describe how its approach to the Project satisfies the evaluation criteria, including statutory requirements. Candidate representatives at the interview should include individuals who will be key points of contact and have major responsibility for contract negotiation, engineering and design, construction management, and follow-up monitoring.

Any proposals of the Candidate submitted pursuant to this Request for Qualifications that are accepted by the RSU shall be evidenced by contract(s) that shall be executed and delivered no later than the fifth (5th) anniversary of the date of the School Board's selection of the Candidate pursuant to this Request for Qualifications. All proposals of the Candidate submitted pursuant to this Request for Qualifications that

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are accepted by the RSU shall have an aggregate total contract cost (excluding any private or federal grant funds, interest, and operating and maintenance costs) of not more than \$10,000,000 for any school building or project.

By responding to this Request for Qualifications, Candidate acknowledges that the RSU is a public entity, and any requests or agreements to maintain confidentiality of any proprietary information shall be limited to the extent required by public records and preservation laws.