

Grimmway Academy Arvin



REQUEST FOR QUALIFICATIONS FOR DESIGN/BUILD OF PROPOSITION 39 ENERGY EFFICIENCY PROJECTS

REQUEST FOR QUALIFICATIONS SUBMITTAL DEADLINE
January 6, 2017 12:00 p.m.

SUBMIT TO

Grimmway Schools
Attention: Paul M. Escala, Executive Director
11001 River Run Blvd. Ste 101
Bakersfield, CA 93311
661-241-7029
pescala@grimmwayschools.org

NOTICE IS HEREBY GIVEN that the Grimmway Academy Arvin acting by and through its Governing Board, Grimmway Schools, is soliciting and issuing this Request for Qualifications (RFQ) and will receive up to, but no later than January 6, 2017 12:00 p.m. statements of qualifications from interested, established and experienced Firms for Design Build services.

This solicitation is intended to establish a qualified contractor with whom Grimmway Academy Arvin will enter into a Design/Build Contract. The selected contractor shall be a qualified provider of services for assessment, development, planning, and installation of potential Proposition 39 energy saving projects within the Grimmway Academy Arvin campus. Specific qualifications and experience in utilities analysis, comprehensive energy management, and energy-related capital improvement services is essential.

BACKGROUND & OBJECTIVES

Grimmway Academy Arvin (GAA) is a public charter school located in Kern County, California and serves 750 students. GAA is managed and operated by Grimmway Schools (GS), a California Non-Profit Charter Management Organization (CMO). GAA is a privately owned campus and is authorized by the Kern County Office of Education (KCSOS). The school's charter was renewed by KCSOS in 2015.

GAA has a total Prop. 39 allocation of approximately \$278,777. To date, GAA has not accessed its allocation.

GS intends to achieve the following goals and objectives through, and in connection with, the implementation of energy programs and installation of energy efficiency measures and clean systems at GS facilities:

- To utilize all of the GAA Proposition 39 allocation towards maximizing energy efficiency opportunities;
- To enhance the economic value of GS assets by developing the assets in a manner that supports GS goals, particularly in reducing utility expenses and our carbon footprint;
- To educate students and community about the benefits of energy conservation and renewable energy generation;
- To improve environmental quality in the Kern County region.

Scope of Work

The Proposition 39 improvements will be aimed at reducing energy consumption associated with the heating, ventilation and air conditioning system, the lighting systems, and other energy using devices, as well as potential self generation measures. Specifically, GS is interested in the development and construction of the following projects, including, but not limited or exclusive to:

- Networkable Thermostats and/or new HVAC Controls
- LED Lighting Retrofit
- T-24 Compliant Lighting Controls
- Centralized Plug Load Management
- Solar Generation

GS intends to contract with Firms that have all of the following:

- Extensive experience in the successful development of energy efficiency measures and clean energy systems; including design specification, project finance development, project construction and oversight, operations, maintenance and asset management;
- Experience working with charter schools and/or school districts in regard to energy program development;
- Experience in securing any and all necessary project financing, as well as credits and incentives available through Federal, State, local and Utility Company programs;
- Knowledge and understanding of applicable local municipal and California Building and Electrical Codes;
- Ability to provide timely, effective communication and support to GS and GAA through multiple means.

GS is using a competitive process, in that each contractor shall submit their qualifications in the format specified within this RFQ to demonstrate their qualifications and express their interest in contracting for a full range of utilities services and energy-related capital improvements to assist GS in the proper utilization for their Proposition 39 allocation(s). The selected firm will provide a turnkey solution with services including, but not limited to:

- Project consulting and planning
- Project administration
- Investment grade technical energy audit
- Financial analysis, rebates and incentive support
- Engineering design
- Acquisition
- Installation
- Modification

- Commissioning
- Maintenance Support
- Monitoring
- Training in the operation of existing and new equipment
- Development and submittal of Prop. 39 Expenditure Plan
- Measurement and Verification and post implementation Prop. 39 documentation
- Job Creation Tracking
- Student Energy Efficiency Education
- Financing

The firm shall be the single point of contact on Prop. 39 related projects and shall be responsible for assisting GS with the development and approval of a Prop. 39 Energy Expenditure Plan. Upon approval of the Energy Expenditure Plan, the selected firm shall serve as the prime design-build contractor and single POC for all implementation work associated with the approved Energy Expenditure Plan.

The GS intends to use the responses that it receives to assist in the selection of one or more Firms for GS's potential energy projects. GS will evaluate each Firm based on the information set forth in the Response submitted, together with other information available to the GS from any other sources. In addition to any other criteria specified in this RFQ, the evaluation criteria will include, among others, the Firm's experience, qualifications and ability to meet GS criteria and project costs range, the Firm's ability to develop a rapport and working relationship with GS personnel.

GS will have the discretion to select one or more Firms after receipt of Responses; GS also reserves the right to not select any Firm. GS may request that one or more Firms participate in an interview process or GS may implement a combination of these and/or other methods for selection.

This RFQ is solely a solicitation for Responses. Neither this RFQ, nor any Response to this RFQ shall be deemed or construed to: (i) create any contractual relationship between GS and any Firm; (ii) create any obligation for GS to enter into a contract with any Firm or other party; or (iii) serve as the basis for a claim for reimbursement for costs associated with submittal of any Response.

If GS selects a Firm for GAA potential energy projects, GS shall have the right to negotiate any and all of the final terms and conditions of any agreement with the Firm and nothing in this RFQ or any Response shall be deemed or construed as a limitation of such rights.

CONTENT OF RESPONSES

Responses shall be typewritten, tailored to the requirements of this RFQ and demonstrate the capability to meet the GS's needs. Responses shall not exceed 35 pages (with no less than 11-point font size) inclusive of all attachments, appendix, resumes and supporting documents.

Firms are to provide 3 copies of the response and one electronic copy on USB/Flash Drive in PDF format submitted in a sealed envelope with the words "Request For Qualifications For Design/Build Energy Efficiency And Proposition 39" clearly marked on the outside, no later than January 6, 2017 12:00 p.m. to the following address:

Grimmway Academy Arvin
Attention: Paul M. Escala
11001 River Run Blvd. Ste 101
Bakersfield, CA 93311

RFQs received later than the aforementioned date and time will be returned to Vendor unopened. Facsimile (FAX) copies or e-mailed RFQ will not be accepted.

All questions are to be directed to Paul M. Escala, Executive Director, via e-mail: pescala@grimmwayschools.org no later than the submission deadline.

GS reserves the right to accept or reject any or all RFQs, to select a qualified vendor with or without interviews and to negotiate with any or more than one of the responsible submitters. Submitters shall be responsible for any and all expenses that they may incur in preparing proposals. Responses received from this RFQ will be used as the foundation for the development of an agreement and contract with specific provisions subject to review, negotiations and approval of the Board.

Each Firm shall be solely responsible for ensuring that its Response is received by GS prior to the deadline specified in this RFQ. GS will not be required to consider any Response received by GS after the submittal deadline specified in this RFQ.

All responses are to be organized with a table of contents that is tabbed/marked in the same order set forth below:

COVER LETTER

Provide an opening introduction to your firm. Not to exceed one page.

EXECUTIVE SUMMARY

Provide an overview describing the unique capabilities, accomplishments and highlights of firm that are specific to Proposition 39 projects. Not to exceed two pages.

Indicate the person that will provide GS with additional information as well as the person who will negotiate on behalf of the firm (if different). Include their name, title, address, telephone number, and e-mail address.

The summary should include a brief overview of the methodology the Firm will use to develop a Proposition 39 Energy Expenditure Plan.

Also specify the firms:

- Legal name and address of Firm's principal place of business,
- Firm's legal form of entity (sole proprietorship, partnership, corporation, joint venture, etcetera) and State of incorporation or other organization. If Firm is a joint venture or partnership, identify all members of the joint venture or partnership, roles and responsibilities, (3) three examples of previous engagements.
- Number of years Firm has been engaged in energy projects
- Evidence that Firm is authorized to conduct business in the State of California
- If company is a subsidiary or affiliate of another company or companies, identify such other company or companies

METHODOLOGY

Provide in detail the firms methodology to develop GS's Proposition 39 Energy Expenditure Plan. Include the process of benchmarking, investment grade audit, whether or not a health & safety component is included, savings methodology, leveraging additional money for projects, developing priority list of projects, training classified staff, Proposition 39 tracking/reporting, and the maintenance and verification process.

TECHNICAL CAPABILITIES AND QUALIFICATIONS

Demonstrate capabilities and qualifications for the firm to perform the Design/Build project. Include ability to manage and self-perform any trades, as well as methodology to recruit subcontracts.

- List any self-performed energy efficiency trades and applicable CSLB numbers
- List any sub-contracted energy efficiency trades

PROJECT EXPERIENCE

- Provide at least five projects relative to school-based Energy Efficiency Experience. Provide experience with utility company programs. Include Project Date, Type, Location, Contact Name, Title, Phone and Project Details.
- Include (1) one letter of reference for any of the project experiences provided.
- Include (1) Multi-site Master Energy Plan
- Include (1) Energy Expenditure Plan (EEP) that has been approved by the California Energy Commission

PERSONNEL & PROJECT MANAGEMENT

- Provide an organizational chart with the key positions that will be assigned to work on this project.

- Specify key personnel, role and attach a resume of relative experience.
- Outline the project management process the design/build firm will utilize for this project.

LICENSE AND INSURANCE INFORMATION

Specify and provide proof of all licenses and any certificates that qualify your firm for this design/build project including, but not limited to, California State License Board, Disabled Veteran Business Enterprise and Minority Owned Business.

Provide sample Certificate(s) of Insurance of contractors: General Liability, Workers Compensation and Auto Insurance.

FEE SCHEDULE AND REIMBURSIBLE EXPENSES

Describe, in detail, the method and process for determining fees and costs for providing the services, including, without limitation, an itemization of fees and costs.

ADDITIONAL INFORMATION

The GS anticipates that the schedule of events in connection with this RFQ will be as set forth below. However, GS reserves the right, in its sole discretion and at any time prior to entering into an agreement for a GS energy project, to alter its anticipated schedule as related to this RFQ or any project.

RFQ Published:	December 20, 2016
Mandatory Pre-Submittal Meeting & Site Walk:	January 5, 2017 – 2:00 pm
Request for Information (RFI) Due:	January 10, 2017
RFI Responses:	January 12, 2017
RFQ Responses Due:	January 13, 2017
Recommendations to GS Board:	January 23, 2017
Contract Approval:	January 24, 2017

GS in its discretion may, at any time, issue one or more addenda to this RFQ and GS will provide such addenda to each Firm that is known by GS to have received a copy of this RFQ. Each Firm is solely responsible for and must, in its Response, acknowledge each addendum that it has received. GS will send each addendum to the last known addresses of the Firms, but in no event shall GS be responsible or liable for any failure of a Firm to receive any such addendum.

GS may, upon applicable request, disclose any Response to the extent it is a public record in accordance with California law.

All Responses and other materials submitted in response to this RFQ shall become the property of GS. A Firm may at any time withdraw its Response by providing written request for withdrawal to GS. At any time prior to the deadline for submittal of Responses specified in this RFQ, a Firm may modify its Response by submitting the modified Response together with a written request to withdraw the original Response and replace it with the modified Response.

The contract(s) for each of GS’s energy projects will set forth additional provisions applicable to work on the project by the selected Firm, including, without limitation, requirements for: (i) compliance with GS policies, such as those prohibiting use of alcohol

and illegal drugs on GS property; and (ii) fingerprinting and background checks in accordance with California Department of Justice (DOJ) procedures.

EVALUATION, AWARD AND AGREEMENT

GS will determine which, if any, statements of qualifications are in the GS's overall best interest to accept. GS may request any or all respondents to participate in a presentation and/or interviews in regard to their qualifications.

GS reserves the right to conduct negotiations with any number of respondents, as determined by GS, for entering into contract agreements.