

# MACON-BIBB COUNTY, GEORGIA

Request for Qualifications (RFQ)

to provide

**Energy Conservation Services and/or**

**Integrated Facilities Management Services**

18-036-CW



## MACON-BIBB COUNTY

ISSUE DATE: April 02, 2018

DUE DATE: May 03, 2018

Please direct questions related to this solicitation to Chauncey Wilmore, email preferred at [cwilmore@maconbibb.us](mailto:cwilmore@maconbibb.us)

MBE/WBE/DBE Participation: Minority, Women Owned, and other Disadvantaged Business Enterprises are encouraged to participate in the solicitation process. Additionally, respondents are encouraged to use M/W/DBE sub-consultants where possible. Small and other disadvantaged businesses requiring assistance with the competitive process can contact Dr. James Louis Bumpus, Director of Small Business Affairs at (478) 951-2192 or [jbumpus@maconbibb.us](mailto:jbumpus@maconbibb.us)

## I. GENERAL

### A. Invitation

Notice is hereby given that Macon-Bibb County will receive responses from qualified ESCO companies to the Request for Qualifications (original copy **plus 5 copies**) in the Procurement Department, 700 Poplar Street, 3<sup>rd</sup> Floor, Macon, Georgia 31201, until **12:00 o'clock NOON** at the time legally prevailing in Macon, Georgia on Thursday, May 03, 2018 for ESCO services for Macon- Bibb County.

### **NO LATE RESPONSES WILL BE CONSIDERED**

The names of responding firms will be publicly read on Thursday, May 03, 2018 at 2:00 P.M. in the Macon-Bibb County Conference Room, located on the 3<sup>RD</sup> Floor of the Government Center at 700 Poplar Street, Macon Georgia 31201.

### B. Definitions

Wherever the term "Owner", "County", or "Macon-Bibb County" occur in this document, it shall mean Macon-Bibb County, a political subdivision of the State of Georgia acting through the Macon-Bibb County Board of Commissioners.

### C. Solicitation Documents

Announcement of this Request for Proposals may also be posted on the Macon-Bibb County website at [www.maconbibb.us/purchasing](http://www.maconbibb.us/purchasing) and on the Georgia Procurement Registry website [https://ssl.doas.state.ga.us/PRSapp/PR\\_index.jsp](https://ssl.doas.state.ga.us/PRSapp/PR_index.jsp)

### D. Bid Bond

Bids, in order to be considered, shall be accompanied by a bid bond, payable to the Owner, in amount not less than five-percent (5%) of the total base bid.

This bid security shall become payable to the Owner only if the bidder, to whom award is made, should fail to execute a contract with the Owner and furnish bond and insurance in accordance with terms of the contract within ten (10) days after notification of award.

### E. Insurance Requirements

Insurance coverage shall be carried with an insurance company licensed to do business in the State of Georgia. All coverage should be written with insurance company with a Best Rating of A or better. Insurance shall be obtained prior to commencement of work and shall remain in force throughout the period of the contract. Macon-Bibb County shall be named as additional insured on the policy.

Workers' Compensation: Statutory

Errors and Omission: \$1,000,000

General Liability: \$1,000,000

Automobile Liability: \$1,000,000

F. Submittals

Responses must be sealed and identified on the outside of the package as and delivered to

**“RFQ # 18-036-CW – “Energy Conservation Services and/or  
Integrated Facilities Management Solutions”**

Macon-Bibb County Procurement Department

700 Poplar Street

Suite 308

Macon, Georgia 31201

Telephone: (478) 803-0551

Submissions may not be withdrawn for a period of one hundred-twenty (120) days after the deadline on date of closing. Macon- Bibb reserves the right to reject any and all submissions and to waive technicalities and formalities. Respondents shall carefully read the information contained herein and submit a complete response to all requirements and questions as directed. Submittals and any other information submitted by in response to the RFQ shall become the property of Macon-Bibb County.

**I. Evaluation, Selection and Award**

**A. General Selection Process**

The services being sought under this Request are considered to be professional in nature. Consequently, the evaluation of the proposals will be based upon consideration of the demonstrated qualifications and capabilities of the respondents that will result in an award that is in the best interest of the Owner. The Owner may, at their discretion, short-list and interview firms.

**B. Scoring Breakdown**

Experience 40pts

Project Approach 25pts

Project Timeline 15pts

References 20pts

**II. Additional Conditions**

The Owner reserves the right to reject any or all Proposals received. The Owner is not obligated to request clarifications or additional information but may do so at its discretion. The Owner reserves the right to extend the deadline for submittals.

Upon receipt of a proposal by the Owner, the proposal shall become the property of the Owner without compensation to the Respondent, for disposition or usage by Macon-Bibb County, Georgia at its' discretion. Subject to the provisions of the Open Records Act, the details of the proposal documents will remain confidential until final award.

The Owner assumes no responsibility or obligation to the respondents and will make no payment for any costs associated with the preparation or submission of the proposals. Costs incurred in responding to the request for qualifications are the Respondents' alone and the Owner does not accept liability for any such costs.

## **Project Overview & Scope of Work**

The intent of this Request for Qualifications is to identify a Qualified Company to identify, prioritize, implement and finance measures to provide energy conservation, asset preservation, and physical security for the infrastructure and buildings that are owned by Macon-Bibb County Government. For purposes of this RFQ, “Qualified Company” shall mean a company with 3-5 years’ experience with projects involving energy conservation services and/or integrated facilities management and associated energy services relevant to local governments, municipalities and school systems in the Southeastern region of the United States.

NAESCO certified.

Qualified Company must have the demonstrated capability in engineering and management to provide a broad range of services. Services may include but are not limited to the following:

### Investment Grade Audit and Project Proposal Phase

- technical audit to evaluate costs and savings of a variety of energy and water-saving measures
- project proposal including financial analysis
- benchmarking using Energy Star tools
- measurement and verification plan
- commissioning plan
- utility bill data services to capture credits from utility bill errors

### Construction/Implementation/Commissioning and Financing Phase

- engineering design
- equipment procurement and purchasing
- construction management
- hazardous waste disposal or recycling
- educate about financing
- commissioning

### Guarantee/Monitoring Phase

- continuing operations and maintenance for all improvements
- staff training on routine maintenance and operation of systems
- training of occupants
- guarantee of performance and cost savings for the entire term of the contract
- monitoring and verification for measurement and reporting of the performance and savings
- provide for independent review of monitoring & verification (guaranteed savings pay for independent contractor)
- analysis and application for Energy Star Label and/or LEED-EB (Leadership in Energy and Environmental Design for Existing Buildings, by the US Green Building Council)
- monitoring and reporting of emissions reductions
- maintaining long-term, high-efficiency performance of buildings

### Integrated Facilities Management Services Phase

Qualified company must have the technical capability to address a broad range of systems including, but not limited to:

- Mechanical Systems. Heating, ventilating and air conditioning (HVAC) systems, energy management and control systems, domestic hot water systems, distribution systems, etc.
- Plants. Distribution systems, cogeneration systems, etc.
- Lighting systems. Indoor and outdoor lighting systems, lighting controls, daylighting strategies.
- Renewable Energy Systems: Solar electric (PV), solar thermal, small wind
- Building envelope systems. Windows, insulation, weatherization, etc.
- Specialty Systems: laundry equipment, kitchen equipment, pool systems, renewable energy systems.
- LEED-EB: LEED-EB strategies to improve operations and maintenance practices
- Water and Sewage Systems. automatic controls, low-flow faucet aerators, low-flow toilets, cooling tower modifications, pool covers, and irrigation system controls or modifications.