

Tunica County Board of Supervisors



REQUEST FOR QUALIFICATIONS

Tunica County, MS Entergy Efficient Project

**COMPREHENSIVE, PERFORMANCE-BASED
ENERGY CONSERVATION PROGRAM**

REQUEST FOR QUALIFICATIONS SUBMITTAL DEADLINE

**MONDAY, JUNE 21, 2021
4:00 PM**

at the

**Tunica County Courthouse
1300 School Street
Tunica, MS 38676**

Attn: Joe Eddie Hawkins



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Section I - General Information

1. Purpose

The Tunica County Board of Supervisors will receive Statements of Qualifications from firms interested in implementing a comprehensive, performance-based energy conservation program at its facilities. The stated intent of the Tunica County Board of Supervisors is to enter into a guaranteed energy savings performance contract pursuant to Section 31-7-14 of the Mississippi Code. Tunica County Board of Supervisors shall select the most qualified company for our specific needs. The Tunica County Board of Supervisors shall negotiate and execute a professional services agreement with the selected firm for the conduct of an (IGA) investment grade energy audit. In the event that a guaranteed energy savings contract is not implemented, the Tunica County Board of Supervisors shall pay for the cost of the work completed according to the terms of the professional services contract for the IGA.

2. Performance Contracting

For the purposes of this document, "performance contracting" is defined as a contract for the design and implementation of energy efficiency measures including services, equipment, and maintenance for which the payment obligation is directly related to the energy and operational cost savings (avoidance) attributable to the scope of services (and equipment) provided under the contract for the term of the agreement. For details on acceptable scope items, please reference MS Section 31-7-14 of the Mississippi Code.

3. Project Funding

Respondents shall be willing and able to assist with the necessary information required to obtain the financing for this project in accordance with applicable federal, state and local laws.

4. Savings Guarantee

The ESCO shall provide a written energy savings guarantee, clearly stated in units of energy to be saved. The ESCO's guarantee shall be a first party direct guarantee from the ESCO to the Tunica County Board of Supervisors. No third-party guarantee shall be accepted. All savings in excess of the guaranteed savings shall be the sole property of the Tunica County Board of Supervisors.

5. Proposal Format

Proposals must be submitted in the format outlined in this document. Each proposal will be reviewed to determine if it is complete prior to actual evaluation. Proposals not containing the information requested will not be considered. Respondents shall use the prescribed format to indicate their experience and qualifications, describe their approach to the project and explain their proposed contract. In addition, the Tunica County Board of Supervisors reserves the right to waive any irregularities and formalities in the selection of the ESCO for this project.

6. Contract Responsibility

The selected ESCO will be required to assume total responsibility of the project. The selected ESCO will be considered the prime contractor and the sole point of contact with regard to all contractual matters.

7. Required Insurance and Bonds

The successful respondent shall procure and maintain in effect during the life of the agreement commercial general liability insurance in amount not less than \$5,000,000 for each occurrence,

comprehensive automotive liability insurance in amount not less than \$5,000,000, and workers compensation insurance as required by State law. Evidence of required insurance shall be presented prior to contract execution. The contractor shall provide the Tunica County Board of Supervisors with evidence of the ability to provide performance and payment bonds for the full installed value of the contract for the installation period.

8. Taxes, Fees, Code Compliance, Licensing

The ESCO shall be responsible for payment of any required permits, sales and/or use taxes or fees associated with the execution of the performance contract. The ESCO shall be responsible for compliance with all applicable codes and laws.

9. References and Proprietary Information

Submission of a response constitutes permission to make inquiries concerning the respondent to any persons or firms deemed appropriate by the Tunica County Board of Supervisors. Any proprietary information that the submitting contractor does not want disclosed to the public shall be so identified on each page on which it is found. Data or information so identified will be used by the Tunica County Board of Supervisors solely for the purpose of evaluation and contract negotiations for the project as stated herein. Disclosure of any proprietary information by the Tunica County Board of Supervisors shall be in strict accordance with the laws and regulations regarding disclosure in the State of Mississippi.

Section II – Statement of Qualifications Format and Preparation Instructions

RESPONSE FORMAT AND PREPARATION INSTRUCTIONS

Responses must be submitted in the format outlined in this section. Proposals should be limited to fifty (50) pages, not including a cover page, cover letter, table of contents, resumes, or Certificate of Insurance. Tunica County Board of Supervisors reserves the right to eliminate from further consideration any response that is deemed to be substantially, or materially, unresponsive to the requests for information contained in this document. The intent of Tunica County Board of Supervisors is that all responses follow the same format and protocol, in order to evaluate each response fairly. Responses will be evaluated in light of the material and substantiating evidence presented therein, and not on the basis of what is inferred.

All responding firms must be on the Mississippi Development Authority's list of Prequalified Energy Service Providers to be considered. All aspects of this RFQ and approach shall be conducted in accordance with Section 31-17-14 of the Mississippi Code, the Mississippi Development Authority-Energy Division's Policy and Procedures for Energy Performance Contracting and the Request for Qualifications.

Only NAESCO accredited firms, carrying the ESP (Energy Services Provider) designation will be considered. Proof of NAESCO accreditation is required in the qualifications submission and must be included as a separate tab in the response for easy access by the Customer. All responding firms must also be on the DEPARTMENT OF ENERGY'S qualified list of Energy Services Companies - updated January 2021.

Table of Contents

Responses shall include a table of contents properly indicating the section and page numbers of the information included.

1. Executive Summary

Responses shall include a summary overview of the Respondent's qualifications, approach and other pertinent information. The Executive Summary should be no more than two (2) pages in length.

2. Background and Experience

A. Firm Profile

The firm shall provide the following information:

- Firm name.
- Federal Employer Identification Number.
- Corporate office address.
- Local office address, number of employees and capabilities.
- Names and titles of two (2) contact people within the firm: one for questions regarding this submission and one with responsibility for contract negotiations.
- Year firm was established and current financial condition.
- Number of years the firm has provided energy efficiency services and general capabilities regarding these services. Note your firm's experience with renewable energy systems and energy supply services.
- Is your firm a member of the National Association of Energy Services Companies?
- Does your firm manufacture products/equipment that are used in energy efficiency projects? If yes, will the customer have a choice in product/equipment selection?
- Payment and performance bonding limits.
- Provide evidence of insurance coverage, to be included in an Appendix.

B. Project Team and Support

Provide a list of the personnel to be used on this project, with their specific roles and qualifications. Concise resumes including education, experience and other pertinent information shall be included in an appendix for each team member assigned to the project. Project resumes are to be no more than one (1) page in length and are not included in the 50-page limit. They are to be included in an Appendix, along with the Certificate of Insurance.

How is the Respondent's project team supported by regional or corporate resources?

C. Performance Contract References

The Respondent shall include five (5) references that indicate prior relevant work as the ESCO Prime Contractor for clients in the Southeast United States. References for projects where the responding firm was not the ESCO Prime Contractor are not acceptable. Preference will be given to projects performed by the Respondent's project team members included in Section 2.B.

Provide the owner's name, address, phone number, and contact person for each reference. Each reference shall describe the project cost, scope of work and benefits to the owner. In addition, list the performance-based energy conservation projects performed by your firm in the last five years (client name, location, project size and number of facilities involved in the project).

3. Technical Approach

A. Performance Contracting Approach

In two (2) pages or less, summarize how your firm will perform the scope of work outlined in this RFQ, and to what extent the owner is involved in these activities.

B. Facility Audits and Project Development

Indicate your firm's approach to performing detailed energy audits, identifying and designing facility improvement measures, and your process for recommending which measures should be included in the performance contracting project.

C. Project Management

Indicate your firm's approach to managing the installation phase. Describe the various responsibilities of your team members during construction, and how they will keep the owner's personnel informed of the project's progress. What is the Respondent's approach to ensuring safety during the installation phase? What is your firm's Experience Modification Rate (EMR)? Indicate your understanding of applicable codes and construction practices for this project.

D. Scope of Services

Describe your firm's available support services to the owner after construction is complete – in addition to the measurement and verification of project results, which is covered in Section 4: Financial Approach. Include examples of how your firm has provided school districts with energy awareness programs for students, faculty and operations staff.

Performance Contracting Services	Direct Provider	Third Party	Not Provided
Project Energy Study			
Engineering Design			
Project Economic Analysis			
Savings Guarantee			
Project Financing			
HVAC System Training			
Energy Management Training			
Scheduled HVAC Maintenance Services			
Scheduled Building Automation System Services			
HVAC and Building Automation System Repair Services			
Emergency Services			
Guarantee Monitoring			

Proposed Energy Equipment – Complete the table below indicating the energy efficient equipment offerings provided by the Respondent. In each case, designate whether Respondent is a direct manufacturer, a distributor, and/or buys and resells energy efficient equipment.

Energy Efficient Equipment	Direct Manufacturer	Distributor	Buy/Resell
HVAC Mechanical Equipment			
Energy Management Systems			
Building Automation Systems			
Lighting Systems			

E. Training

Address your firm's approach to training the owner's personnel on the newly installed equipment. Does your firm offer additional training services to enhance the skills of facility operations personnel? State location of your nearest training facility.

F. Support Services

Describe your firm's available support services to the owner after construction is complete – in addition to the measurement and verification of project results, which is covered in Section 4: Financial Approach.

4. Financial Approach

A. Financing Source

Discuss the Respondent's demonstrated ability to provide or arrange project financing. If financing is arranged through a third party, explain to whom payments will be made.

B. Savings Guarantee

Describe your firm's approach to proving that the energy savings associated with this project have been achieved, including the monitoring, verification and reporting of results. How does your firm handle situations in which the actual energy savings fall short of the guaranteed energy savings amount? Describe all events that may lead to guarantee modification or termination.

C. Best Value

Describe ESCO's approach to providing the greatest financial value for the customer.

EVALUATION CRITERIA

The Tunica County Board of Supervisors' evaluation team will consider the following criteria in evaluating responses; these categories will be weighted on importance and significance to this project. The Board of Supervisors will select the responding firm that is deemed most qualified for the project, and that the Tunica County Board of Supervisors determines provides the greatest value to Tunica County Board of Supervisors for this Energy Performance Contracting program.

Evaluation Criteria: 100 Maximum Points

Capabilities of Firm:	20
Project Team Experience:	20
References:	20
Technical Approach:	25
Financial Approach:	15

Total points to be earned are on a scale of 1 to 100, with 1 point being the lowest score and 100 points being the highest score. Points may be deducted if ESCO response varies from requested format and number of pages.

