



REQUEST FOR PROPOSALS

ENERGY PERFORMANCE CONTRACTING SERVICES

Investment Grade Audit & AEPC Project Proposal

Section 1 – SELECTION PROCESS

General Background & Purpose

This Request for Proposals (RFP) seeks Energy Service Companies (ESCOs) to develop and complete an Investment Grade Audit (IGA) and Energy Performance Contract (EPC) contract proposal for University of Arkansas Community College at Hope-Texarkana by and through the Board of Trustees of the University of Arkansas System, hereinafter referred to as “UAHT”. UAHT has executed a Memorandum of Understanding with the Arkansas Department of Environmental Quality – Arkansas Energy Office (AEO)’s Arkansas Energy Performance Contracting (AEPC) Program and will follow the program’s rules and guidelines.

As this project is being conducted through the AEPC program, UAHT will only consider proposals from AEO’s pre-qualified list of ESCOs, which may be found at:

<https://www.adeq.state.ar.us/energy/incentives/performance.aspx>

Lead Contact Information & Inquiries

For inquiries regarding this RFP, please contact:

Brian Berry
Executive Vice Chancellor
(870)-722-8201
brian.berry@uaht.edu

Communication with other officials of UAHT, the Selection Committee, or others associated with the project with regard to this RFP is prohibited.

Inquiries must be submitted in writing or electronically to UAHT’s lead contact by 4 PM CST, August 23, 2019. Inquiries received prior to this deadline will be answered and distributed via the AEO to all ESCOs who have stated a written interest in responding to the RFP.

Timeline

Please find the anticipated timeline for the UAHT's AEPC project following.

Issue Request for Proposals for EPC	August 19, 2019
Deadline for Questions	4 PM CST, August 23, 2019
Anticipated Response to Questions	August 26, 2019
Proposals Due	August 30, 2019
Select ESCO to Perform IGA	By September 13, 2019

Scope of Work

The UAHT intends to pursue the following Energy Conservation Measures (ECMs) through this project, though this does not preclude the ESCO from suggesting other ECMs deemed beneficial to the UAHT during the IGA process:

- Design, build, operate and maintain a 100% renewable energy source through on-site solar farm for any and all operations and facilities located on or about the University of Arkansas Community College at Hope-Texarkana, Hope campus only. UAHT, pursuant to the approval of the Board of Trustees of the University of Arkansas System, will execute a lease or license to the provider of up to 26.567 acres on the Hope campus for the solar farm and educational solar field laboratory site.
- Design, develop and build, ancillary to said on-site solar farm, an educational solar field laboratory to provide UAHT with a skills based resource for its educational programs in power technology. Said laboratory shall be designed primarily to allow for the education of technical skills necessary to construct and maintain the various types of solar arrays currently used and being developed for solar farms in Arkansas and the United States of America.
- Provide technical expertise to the faculty and staff of UAHT for the purposes of developing the curriculum for an educational certificate in the existing power technologies program specifically related to construction and maintenance of the various types of solar farm installations current being deployed in the industry.

Submittal Instructions

Proposals are due by the date specified in the Timeline by 5 PM CST. Proposals may be submitted electronically or delivered. Proposals must be addressed to UAHT's lead contact at the following address:

Electronic submittal: brian.berry@uaht.edu

Delivery:
Brian Berry
University of Arkansas Community College at Hope-Texarkana
2500 South Main
Hope, AR 71801

Evaluation and Selection

UAHT will appoint a Selection Committee to review the proposals by the submitted deadline. The evaluation process will objectively grade the responses on their merit. Proposals will be reviewed to confirm the accuracy of the material presented in the response.

The AEO will provide UAHT's Selection Committee with technical assistance during the evaluation process but will not and cannot participate as a member of the Selection Team.

UAHT, at their choosing, may interview up to three pre-qualified ESCOs after reviewing RFP responses. ESCOs will be notified by AEO to coordinate follow-up interviews if UAHT has opted to interview candidates for further clarification.

Once a selection has been made, AEO will notify all respondents and UAHT and selected ESCO will negotiate an IGA Contract through the AEPC Program with the intent to execute.

UAHT reserves the right to reject any and all submissions and to waive any informality if deemed in the best interest of UAHT to do so.

Section 2 – SELECTION CRITERIA

Qualifications & Team Experience

Provide information that emphasizes your ESCO's qualifications and expertise relating to the ECMs identified in the Scope of Work. Describe experience of the team members being proposed for this project. Specifically, provide the following:

1. Qualifications and experience of ESCO's personnel who will be involved on project. Identify primary responsibilities for each team member, as well as any additional resources ESCO expects to be able to provide to the project.
2. Documented guaranteed energy savings on past EPC projects and/or similar projects bearing direct relevance to the Scope of Work outlined herein. Provide power purchase agreement pricing data specific to past projects.
3. Demonstrate qualifications, experience and commitment necessary to provide support for the educational outcomes inherent in the project.
4. At least three (3) client references.

Project Personnel

Identify each individual(s) who will have primary responsibility for the following tasks: technical analyses, engineering design, construction management, construction, training, post-construction, and technical support for educational program development.

Project Design

It is expected that communication and coordination during the design and development phase of the IGA will be required to obtain UAHT approvals for ECM specifications. Discuss your ESCO's approach to solar design and incorporating UAHT input into the IGA proposal.

Product Selection & Bidding

Discuss your firm's product bidding and selection procedures. If your ESCO intends to self-perform any ECMs or work with preferred subcontractors, explain how this will deliver benefits to UAHT.

Project Management & Construction

Discuss your firm's project management & construction approach, including:

1. Work plan development and coordination of UAHT work requirements
2. Methods of procedures, submittals and approvals
3. Safety practices and procedures
4. Systems Commissioning Process

Measurement & Verification

Describe your ESCO's approach to M&V, both generally, and with regard to the potential Scope of Work proposed by UAHT. Specifically:

1. What would be a reasonable M&V term for this proposed project scope? How often are reports delivered and discussed with UAHT?
2. How do you balance the ongoing cost of M&V with the risk of underperformance for your public partner?
3. What are your typical safety factors for the proposed ECMs?
4. AEO recommends using current Federal Energy Management Program Guidelines for M&V of installed ECMs. Does your ESCO follow these standards? If not, why?
5. Though each project is unique, what does your ESCO consider a reasonable percentage cost for M&V relative to the overall project?

UAHT Engagement

Discuss your ESCO's approach to cultivating a positive long-term relationship with UAHT through such activities as:

1. Training
2. Staff Engagement

3. Behavior Modification
4. Provision of Record Documents post-Construction
5. On-going engagement in supporting an educational certificate to support the development of a skilled workforce trained in the construction and maintenance of solar farms

EPC Financing

Describe your ESCO's experience assisting clients through the financing of guaranteed energy savings projects. Further, please answer the following questions:

1. What, if any, existing relationships does your ESCO have with financiers well-versed in EPC contracts?
2. Would you be willing to consider a financier suggested by UAHT?
3. What vehicle would your ESCO deem most appropriate for this project?

General Conditions

To be considered, proposals must be received by 5:00 PM CST on August 30, 2019. An incomplete submission will not be considered.

It shall be clearly understood that any costs incurred by the ESCO in responding to this request are at the ESCO's own risk and expense as a cost of doing business, and that UAHT is not liable for reimbursement to the ESCO for any expense so incurred, regardless of whether or not the submission is accepted.

Any information provided herein is intended to assist the ESCO in the preparation of submissions necessary to properly respond to this RFP. The RFP is designed to provide pre-qualified ESCOs with sufficient information to provide a response but is not intended to limit content or to exclude any relevant or essential data.

Respondents are required to be thoroughly familiar with the requirements herein and applicable state statutes before submitting their statement of qualification to UAHT for consideration.

The submission must contain the signature of a duly authorized officer or agent of ESCO's firm empowered with the right to bind and negotiate on behalf of ESCO for the work and terms proposed.

ATTACHMENT A – UTILITY INFORMATION

Twelve months of UAHT utility consumption data is available for view and download at the following link:

https://www.dropbox.com/sh/xn6cfg5z8rgqn2u/AAAbZ5yidb96_DK6QE2zcG0ca?dl=0