

# GUARANTEED ENERGY SAVINGS PERFORMANCE CONTRACTING

## Request for Proposals (RFP)

**Length of Guaranteed Energy Savings Contract:** Not to exceed 12 years

**Minimum Number of Proposals:** At least two Energy Service Companies (ESCO) must submit a proposal

**Evaluation of Proposals:** The proposals must be evaluated by at least one licensed architect or registered engineer for completeness and scored pursuant to a set of predetermined evaluation criteria. The costs of the consulting architect or engineer may be financed and paid from the savings contract.

**Shortlist:** A short list of ESCOs will be selected based on the rankings of the proposal and references. Each shortlisted ESCO will participate in an oral interview for the purpose of clarifying specific aspects of the proposal and answer questions posed by the evaluation team.

**Selection of ESCO:** The best qualified ESCO will be selected to conduct an investment grade energy audit or the school system reserves the right to reject any and all proposals.

**Facilities and Issues to be Analyzed Within the Proposal (to include but not limited to):**

Project Description	JAH	CMS	DFW	WOS
Replace aged out mechanical equipment	X	X		
Upgrade/replace/install energy management automation system	X	X	X	X
Install thermostatically controlled valves on radiators	X			
Upgrade gym/multipurpose room lighting to T-5 lights	X	X	X	X
Install occupancy/vacancy sensors in classrooms	X	X	X	X
Upgrade parking lot lighting	X	X	X	X
Re-commission HVAC systems/balance			X	
Upgrading covered walkway lighting between WOS and DFW				X

**Timeline:** It is estimated a period of 13 weeks will be required from the time the RFP is issued to when the ESCO is selected and a year to complete the investment grade audit. An anticipated project schedule is provided on the reverse side of this sheet.

## 2. ANTICIPATED PROJECT SCHEDULE

*Edenton-Chowan Schools*

<b>Activity</b>	<b>Date</b>
Issue RFP	start
Mandatory pre-bid meeting	Week 1
Site Visits (to be arranged)	Week 1
Questions due	Week 7
Answers distributed	Week 8
Proposals Due	Week 10
Proposals Reviewed, Evaluated and Ranked	Week 11
Oral Interviews	Week 12
ESCO Selected	Week 13
Audit Contract Negotiated	Week 15
Audit Conducted	Weeks 16-46
Financial RFP	Week 47
Contract Preparation and review SEO Financial RFP and contract Treasurer LGC approval	Weeks 48-52
Contract Presented and Signed	Week 52