



NOTICE TO ENERGY SERVICE COMPANIES (ESCOs) – Request for Proposals (RFP)

Grandview School District is requesting proposals for ESCO services to identify, finance, design, install, commission, verify, and monitor energy and utility conservation measures throughout their respective District buildings and energy-using systems.

Grandview School District is currently evaluating facility improvement measures to address the aging heating and air conditioning systems in the Administration building. The existing systems are energy inefficient, unreliable, and have become increasingly expensive to operate and maintain. The District is seeking services from a qualified Energy Services Company (ESCO) capable of designing, installing, and commissioning an energy efficient HVAC system that will allow the District to decommission their existing steam boiler system. This turnkey project will require all design, equipment procurement, and trade work be performed on time to meet a project completion date in December of 2018. Project timing and schedule are an important consideration for selection, firms will be evaluated on their past proven ability to deliver expedited design and construction on energy efficient HVAC upgrade projects.

ESCOs will be expected to provide input to the Districts' energy planning, management and conservation process, including capital planning, maintenance, and operations. ESCOs must be a licensed Washington State contractor and approved ESCO in the State of Washington at the time of submittal, and must employ design engineers licensed in the State of Washington as well as commissioning technicians as part of their proposed ESCO project team.

Companies interested in providing these services are invited to submit responses not exceeding 15 pages, printed either single or doubled sided. Responses should at a minimum include the following; use this numbering system for formatting submittal materials:

Cover Letter and Introduction, Executive Summary, if applicable

1. **History** of the firm and financial stability
2. Resumes of **key personnel**, and their locations, who will actually be involved in the project including any past work experience with Grandview School District.
3. Experience as an ESCO – Provide a **short** summary of range of **services and past experiences**, list details regarding past projects performed and services provided to Grandview School District.
4. **Standard Budget Format** to include the following:
 - a. Overhead Markup
 - b. Profit Markup
 - c. Design Fees
 - d. Construction Administration Fees
 - e. Construction Bond Fees
 - f. Owner Contingency as a part of project
5. Past **Project History** for K-12 projects in the State of Washington. Please list a minimum of ten (10) projects that have been successfully completed with references.
6. Provide a **Statement of Service Capabilities** to assist the district in long term Maintenance and Operations of facilities, following the installation of the agreed-upon facility improvement measures.

The selection committee will select a firm from the information provided and generated under this announcement. The district reserves the right to select their choice without interviewing. We also reserve the right to request that responding firm's interview with the selection committee, if required. The District reserves the right to waive minor irregularities and to reject any or all proposals. ESCOs will be considered for selection based upon their proven ability to identify, design, finance, install, commission, and monitor the operation/maintenance of energy and utility conservation measures.

Please submit in a sealed opaque envelope (1) original and (5) copies of your proposal by **2:00 p.m. on August 6, 2018**. Send the response to Grandview School District, 913 W 2nd Street, Grandview, WA 98930, (509)-882-8503, and clearly labeled "**RFP-ESCO Services**" to the attention of the **Brad Shreeve, Assistant Superintendent for Finance and Operations**. Clarifications should be submitted in writing to: Mr. Brad Shreeve, Assistant Superintendent, bshreeve@gsd200.org.

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