



Ojai Unified School District

REQUEST FOR QUALIFICATIONS DESIGN-BUILD SOLAR ENERGY GENERATION SERVICES

OWNER
Ojai Unified School District
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Preamble to the RFQ

Ojai Unified School District is seeking Request for Qualifications to install photovoltaic (Solar) collection systems at each of 8 school locations.

We are considering resiliency (battery) systems at both Nordhoff High School and Matilija Middle school as described in this posting.

An important aspect of this RFQ is both the proper sizing of each system, the type of installation, meeting approximately 90% of our energy demand, with a sensible proposal for ongoing maintenance and operations covering the next 15 years.

The ongoing Maintenance and Operations proposal evaluation will be focused on the availability of the provider to service, clean and maintain all systems, as well as a realistic cost for upkeep and equipment replacement that closely resembles anticipated costs in real time.

i.e. One would expect some fine tuning and equipment replacement in the first year to get the systems operating efficiently and account for infant mortality of electronics. After year one through probably year 7, we would not expect as much equipment failure, but would still require regular cleaning and maintenance. This sort of real time exposure should be reflected in the proposal for ongoing maintenance and operations as opposed to a fee set on a percentage of yield with an escalating annual cost.

There will be additional information posted with our online listing as well as addendum updates during the course of the listing. You are encouraged to check the online posting regularly and before completing your final proposal for submission. The final date for questions is April 22, 2021 and answers will be posted no later than April 26, 2021 by 5:00 p.m.

**SEALED SUBMITTALS MUST BE RECEIVED BY APRIL 30 2021 AT 2:00 PM
OJAI UNIFIED SCHOOL DISTRICT
DESIGN-BUILD SOLAR AND ENERGY GENERATION SERVICES REQUEST FOR QUALIFICATIONS**

ALL CONTACT REGARDING THIS REQUEST FOR QUALIFICATIONS MUST BE MADE TO Alan White and Adam Dutter AT awhite@ojaiusd.org & adutter@ojaiusd.org
RECEIVED BEFORE April 22, 2021.

OVERVIEW

Ojai Unified School District (OUSD) seeks submittal of qualifications from interested firms capable of designing and implementing district wide solar system project with optional battery energy storage systems as described within this Request for Qualifications (RFQ). OUSD expects major reduction (90%) in annual utility costs through the implementation of these services. It is the District's intent to enter into an agreement with the successful firm to conduct District-Wide Energy Conservation/Efficiency Audit, and award contract to implement energy retrofits.

SCHEDULE

Date	Event
March 22, 2021	RFQ Issued
April 22, 2021	Deadline for questions and information requests
April 30, 2021	
May 21, 2021	Interviews leading to Award Decision
June 2, 2021	Board Approval

BACKGROUND

The Ojai Unified School District is home to eight comprehensive school sites. This RFQ is a request for project options for each school site. Sites are listed in Appendix A.

QUALIFICATIONS

OUSD may award a contract to the Energy Services Company (Provider) that, in its sole opinion, is the most capable of providing the range of services described in the RFQ, and in the long-term best interest of the District. To be considered for this project a provider must demonstrate knowledge and experience in similar projects:

- An established record of technical performance on typical projects within California K-12 Schools
 - California K-12 references that can attest to the quality of the Provider's past work
 - Ability to show successful K-12 projects that have met or exceeded guaranteed savings.
 - A proven record of on-time and on-budget performance
 - Established records of the Provider's ability to complete the work
 - Credentialed, trained, competent, and knowledgeable staff

- Contractor, and/or subcontractors, and any identified key personnel shall possess the professional licenses or certifications by the State of California to perform these services. All professional licenses or certifications shall be maintained in good standing during the term of the contract.
 - DIR register contractors fulfilling all prevailing wage and Public Works requirements.
 - Separate proposal for comprehensive solar maintenance program as an ongoing concern
 - Excellent safety record

OUSD reserves the right to investigate the qualifications of all providers under consideration and to confirm any part of the information furnished, or to require other evidence of managerial, financial, or technical capabilities that are considered necessary for the successful performance of the possible energy design-build services.

SERVICES REQUESTED

OUSD is interested in the identification, engineering, design, installation, training, and maintenance of approved Energy Projects for all sites within their District.

Upon selection, the Provider shall perform an Investment Grade Energy Audit of the specified facilities. The audit must be of acceptable quality to OUSD's Administration and Governing Board and meet mandated requirements of Government Code Section 4217.

OUSD shall have 45 working days in which to accept the energy audit or to request changes or additions to it. Changes or additions will be negotiated in good faith. If the parties cannot agree to the content of the audit within 60 working days from the date the request for change is made, the Governing Board, at its sole discretion, may cancel negotiations with the Provider, terminate the contract, and enter into negotiations with other Providers.

The following technologies and/or energy management approaches serve as examples of solutions to be considered under this RFQ:

- Solar Generation and (optional battery storage at Nordhoff High and Matilija Middle School)
- Ongoing proposal for full service maintenance an operations

PROPOSAL REQUIREMENTS

The submitting firms must have demonstrated technical, with managerial capability across a broad range of energy, analysis, design, construction, funding, with ongoing operations and maintenance capacity. OUSD will consider the following background and experience factors in the evaluation of all submittals.

Address the following items as completely as possible; response to each item is mandatory:

1. Describe your firm's approach to manage solar projects.
2. Describe your firm's safety program. Include proof that your firm's safety Experience Modification Rating (EMR) is below 1.
3. Describe your firm's approach to developing a scope of work for the project. How are the various components of a project prioritized and evaluated?
4. Describe in detail your firm's methodology for calculating energy cost savings.
5. Describe your firm's experience with various project delivery methods. Address the areas that are self-performed, sub-contracted, team delivered, etc. The following areas must be addressed: design, engineering, procurement, installation, and maintenance.
6. Describe the qualifications and relevant energy project experience of the Provider, its team, and its staff. Include a clear description of your firm's proposed team with names, resumes, and responsibilities.
7. Describe your firm's financial capacity to handle the project. Include company bond rating, bond limits, and evidence of insurability.
8. Describe your firm's expertise in applying/securing funding for energy conservation/efficiency/generation infrastructure improvements for CA K-12 clients.
9. Describe any unique capabilities of the Provider that would be useful to the specific needs of OUSD and/or the project.
10. Provide a brief description of your firm's ability to provide student engagement programs/services and PR communication efforts around the project initiative.
11. Provide a description of your firm's commitment to and experience with obtaining OPSC Project Closure status, as well as experience with DSA, for public school projects.
12. Provide names and contact information for six (6) Energy Project Design/Build references for projects in Southern California public schools. Three (3) of which that are solar only. For all six (6) projects your firm must be the Prime Contractor. Provide a brief description of the work performed for these clients.
13. Provide a brief description of your firm's ability to provide remote monitoring of equipment and utility meters.
14. Describe your firm's stance on open platform vs. proprietary technology for EMS and controls-related systems.
15. In the past 5 years is or has your firm been a party to suits, claims, or similar actions related to: **a.** Construction claims relating to performance or delay **b.** OSHA, labor relations, or similar issues affecting the progress of the work **c.** California State Contractor License suspensions or code violations **d.** If "yes" to any of the above, provide a summary and current status of the issue under separate attachment to the response to this RFQ.

PROPOSAL EVALUATION PROCESS

Providers will be evaluated, and preference given to those that illustrate demonstrated range of services, innovative approaches, technical and contractual solutions, additional services, and flexibility developing and implementing successful projects.

OUSD will address the following criteria in evaluation of submittals, to gauge the ability of the Provider. The same general criteria will be used to judge both the submittal and the interview, should OUSD choose to conduct interviews with Providers.

Criteria Explanation Weight

Category	Criteria	Points
1. Background	Qualifications, experience, resources, financial strength	10 Points
2. Project Team and Management Structure	Strength of proposed team and management structure.	5 Points
3. Locality	Physical location of company and relative employees to the project.	10 Points
4. Project History and References	Relevant past project experience and information obtained from references.	25 Points
5. Project Approach	Approach to audits, savings monitoring, and training.	15 Points
6. Additional Benefits and Added Value	Additional benefits resulting from ECM implementation and respondent's added value elements such as student engagement or PR communications	5 Points
7. Savings	Sample energy guarantee, past performance on guarantees, Measurement & Verification practices.	20 Points
8. Contracts	sample contract terms and conditions, sample M&V agreement, pricing proposal for Investment Grade Audit.	10 Points
9. Ongoing Maintenance	Provide a summary of the proposed ongoing maintenance for 15 years as a separate cost item to OUSD	100 Points

OUSD reserves the right to:

- Reject any or all submittals at its sole discretion.
 - Cancel the Request for Qualifications (RFQ).
- Modify any requirements contained within the RFQ and request a revised submission from all providers.
 - Establish other evaluation criteria determined to be in the best interest of OUSD.
- Contract with any of the firms responding to this RFQ based solely upon its judgment of the qualifications and capabilities of the firm.

The district will form a Selection Committee to evaluate the submittals and will review the submittals for format ensure conformance with the requirements of the RFQ. The committee will select finalist(s) to interview with the committee as part of the evaluation process. OUSD does not guarantee that an interview will take place, thus reserving the right to select a Provider based solely on the information provided in the submittals received in response to the RFQ. OUSD will take all steps necessary to ensure that any discussions and interviews conducted in connection to this RFQ will done in a fair and impartial manner.

This RFQ does not commit OUSD to negotiate a contract. OUSD will not be responsible for any expenses incurred by any firm in preparing and submitting a proposal or response to this RFQ.

PROPOSAL FORMAT AND COMMENTS

The submittal should be prepared according to the descriptions listed below in order to provide a straightforward and concise description of the respondent's capabilities to satisfy the requirements of the project. Emphasis should be placed on completeness and clarity of content. All submittal requirements listed above should be addressed in full.

The Provider shall describe any relationships with manufacturers of proposed energy equipment, including those manufactured by the respondent or listed subcontractors. The Provider shall describe any relationships with the organizations providing training, if not provided by the Provider.

Content shall be tabbed and numbered per the items included in the Submittal Requirements.

PROPOSAL INFORMATION

Three (3) copies total with two (2) originals and one (1) electronic copy. The proposal shall be submitted in the format contained in the RFQ. The original copy may be submitted in a three (3) ring loose- leaf binders or spiral bound report cover. All responses are to follow the same format to allow equal and fair evaluation of each response. Responses should be limited to thirty (30) pages (not including table of contents, cover letter, sample contracts/agreements or M&V report and include the following:

TABLE OF CONTENTS

The table of contents of the proposal should include a clear and complete identification of the materials submitted by tab section and page number.

COVER LETTER

A signed letter of interest (no more than two (2) pages), stating the respondent's interest and qualifications in providing the services as outlined in the RFQ. Please describe how the respondent meets the minimum requirements as described in Section III of the RFQ. The cover letter should be signed by a company official designated to conduct contract negotiations.

Submit sealed submittals clearly marked "RFQ FOR DESIGN-BUILD SOLAR AND ENERGY GENERATION SERVICES" to the following location:

Ojai Unified School District Attention: Alan White, Bond Manager
414 E Ojai Ave
Ojai, CA 93023

Questions or clarifications may be submitted via e-mail to Alan White at awhite@ousd.org

Questions must be received no later than 3:00PM April 22, 2021.

Appendix A: List of Ojai Unified School District Sites

The information in this RFQ is supplemented by additional documents with the online posting outlining aspects of the district's evolving decisions leading to the actual RFQ, such as desired types of installation, location of electrical service, historical energy demand etc.

Suggested type of installation and location

Site
Nordhoff High School – Parking Shade
Matilija Middle School – Stadium Seating Shade
Chaparral High School / DO – Parking Shade
Mira Monte Elementary School – Parking Shade
Meiners Oaks Elementary School – Parking Shade
Topa Topa Elementary School – Parking Shade
San Antonio Elementary School – Ground units NE Corner of playground
Summit Elementary School – TBD