



**STATE OF UTAH "BEST VALUE" COOPERATIVE CONTRACT  
CONTRACT NUMBER: PQ601 Page 1 of 10**

**April 4, 2016**

Revision number: 3

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**Item: Prequalified List (ESCO)  
Energy Performance Contracting**

Vendor: SEE ATTACHED LIST OF VENDORS

Internet Homepage: SEE ATTACHED

Telephone: SEE ATTACHED

Fax Number: SEE ATTACHED

Contact: SEE ATTACHED

Email Address: SEE ATTACHED

Reporting Type: Custom

Brand/trade name: N/A

Price: N/A

Terms: See Scope of Work Below

Effective dates: 01/14/14 through 01/13/2017

Potential renewal options remaining: None – Pre-qualified list is good for 18 months

Days required for delivery:

Price guarantee period: N/A

Freight:

Minimum order: N/A

Min shipment without charges: N/A

Other conditions:

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This has been extended through 01/13/2017.

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**THIS IS A PRE-QUALIFIED LIST OF MULTIPLE VENDORS WHO HAVE BEEN  
PRE-APPROVED FOR ENERGY PERFORMANCE CONTRACTING SERVICES.**

**Users may select any three or more vendors from this list and request proposals for energy performance contracting. The process for selecting the final vendor on any project or program using this pre-qualification list is outlined below under the heading “Secondary ESCO Selection Process.” This process conforms to the Utah Procurement Code parts 63G-6A-404(3)(c) and 63G-6A-404(4)(b)(iii) All State Agencies must work through the Division of Facilities Contracts & Management (DFCM) to use the services from this pre-qualified list. The contact person at DFCM is John Harrington at 801-652-2888. Other entities and political subdivisions of the state are welcome to call John Harrington with any**



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questions regarding this pre-qualified list or the ESCO program.

Please note: This Pre-qualified list is separated into two categories. One list is for vendors approved for all dollar amounts, and the second list is limited to projects under \$600,000.

This pre-qualified list covers only Energy Performance Contracting Services. It is not an approved list for other energy, A/E, environmental or construction services. **It is the responsibility of the agency to ensure that all procurement actions (including the final vendor selection process) and is completed in accordance with the Utah Procurement Code or (applicable procurement code for political subdivisions). See the SECONDARY ESCO SELECTION PROCESS below for specific instructions.**

### **BASIC SCOPE OF WORK:**

#### **I. Energy Performance Contract Project Phases**

Investment Grade Audit and Project Development: The ESCO and the Facility Owner will execute a Technical Energy Audit and Project Statement Contract This contract sets specific expectations and provides a detailed process for both the ESCO and the Facility Owner. The contract also defines the deliverables to the Facility Owner and establishes the basis for the Energy Performance Contract to follow. It incorporates current state statutes and directives that directly relate to performance contracting:

The investment grade audit will identify and evaluate cost-saving measures and define the proposed project scope, cost, savings and cash-flow over the proposed financing term. A project statement will present aggregated measures that can be financed through guaranteed savings.

#### **II. Energy Performance Contract Implementation**

Upon satisfactory completion of the Investment Grade Audit, the Facility Owner will have the option to execute an Energy Performance Contract with the ESCO to implement the recommended project. The Energy Performance Contract will define the final agreed upon scope of work and all its associated costs and mutual responsibilities between the ESCO and the Facility Owner, as well as improvement measures, the equipment and labor costs associated with them, and all guaranteed energy and maintenance cost savings. It incorporates current state statutes and directives that directly relate to performance contracting: The ESCO will solicit financing companies on behalf of the Facility Owner. A separate financing agreement will be developed including ESCO payment schedules and lender financing terms and schedules. Upon execution of the Energy Performance Contract, the ESCO proceeds to final design, construction, and commissioning of the improvement measures.

#### **III. Performance Period**

The Energy Performance Contract Performance Period begins upon construction completion and acceptance by the facility owner. The Energy Performance Contract will include a number of services the ESCO will provide until the end of the contract including but not limited to measurement and verification of savings, the savings guarantee, staff training, and, possibly, contract maintenance services.



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**PRE-QUALIFIED LIST FOR ALL DOLLAR AMOUNTS**

Mark Cram  
**SIEMENS INDUSTRY**  
9707 So. Sandy Parkway  
Sandy, Utah 84070  
Phone: (801) 230-4759  
Fax: (877) 887-9579  
E-Mail: [mark.cram@siemens.com](mailto:mark.cram@siemens.com)  
Web Address: [www.siemens.com](http://www.siemens.com)

Michael Boyer  
**AMERESCO, INC**  
60 E. Rio Salado Parkway, Suite 1001  
Tempe, Arizona 85281  
Phone: (801) 425-3421  
Fax: (480) 970-9171  
E-Mail: [mboyer@ameresco.com](mailto:mboyer@ameresco.com)  
Web Address: [www.ameresco.com](http://www.ameresco.com)

Lin Alder  
**MCKINSTRY ESSENTION, LLC**  
1951 Terrace Drive  
Sandy, Utah 84093  
Phone: (801) 632-8433  
Fax: (801) 215-4041  
E-Mail: [lina@mckinstry.com](mailto:lina@mckinstry.com)  
Web Address: [www.mckinstry.com](http://www.mckinstry.com)

William Travers, P. E., LEED AP  
**NORESCO, LLC**  
2198 E. Camelback Road, Suite 200  
Phoenix, Arizona 85016  
Phone: (602) 418-4647  
Fax: (480) 308-0338  
E-Mail: [wtravers@noresco.com](mailto:wtravers@noresco.com)  
Web Address: [www.noresco.com](http://www.noresco.com)

Jonathan McEntire  
**JOHNSON CONTROLS, INC.**  
2255 Technology Parkway  
West Valley City, Utah 84119  
Phone: (303) 932-3735  
Fax: (801) 973-4379  
E-Mail: [Jonathan.McEntire@jci.com](mailto:Jonathan.McEntire@jci.com)  
Web Address: [www.jci.com](http://www.jci.com)

Robert Hooper  
**OPTERRA ENERGY SERVICES, INC.**  
448 E. Winchester St. #175  
Salt Lake City, Utah 84107  
Phone: (801) 305-4184  
Fax: (801) 290-4446  
E-Mail: [Rhooper@opterraenergy.com](mailto:Rhooper@opterraenergy.com)  
Web Address: [www.opterraenergy.com](http://www.opterraenergy.com)

**PRE-QUALIFIED LIST FOR PROJECT NOT-TO-EXCEED \$600,000**

Mike Anderson  
**TRANE U.S., INC**  
2817 South 1030 West  
Salt Lake City, Utah 84119  
Phone: (801) 486-0500  
Fax: (801) 486-0752  
E-Mail: [mbanderson@trane.com](mailto:mbanderson@trane.com)  
Web Address: [www.trane.com](http://www.trane.com)

Daniel Dowell  
**ABM BUILDING & ENERGY SOLUTIONS**  
6280 South valley View, Suite 636  
Las Vegas, Nevada 89118  
Phone: (919) 264-5308  
Fax: none  
E-Mail: [daniel.dowell@abm.com](mailto:daniel.dowell@abm.com)  
Web Address: [www.abm.com](http://www.abm.com)



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## SECONDARY ESCO SELECTION PROCESS

ESCOs selected from this RFP are eligible to provide performance contracting services to EPCP participants (Facility Owners). Facility Owners participating in the EPCP program are required to use this secondary ESCO selection process to select a specific ESCO to implement a performance contracting project at the Facility Owner's facilities.

The secondary selection process is as follows:

### **Facility Owner Guidelines for Selecting an ESCO from the pre-qualified List**

- Verify that your procurement policies allow participation in EPCP projects.
- Contact John Harrington, Energy Director at Division of Facilities Construction and Management (DFCM) to discuss secondary selection process and as an independent resource/advisor for EPCP projects. [jharrington@utah.gov](mailto:jharrington@utah.gov) 801-652-2888
- Identify ESCOs that have the capability to meet the needs of the project.
  - o John Harrington can provide RFP responses for currently eligible ESCO's. As a first-level screening, consider the ESCO's involvement in similar types of facilities. Review ESCO's references.
  - o Review in detail the RFP response from ESCOs of interest.
- Further consider and identify at least three ESCOs that best suit your project needs.
  - o Develop a Technical Facility Profile to provide information on your buildings to the prospective ESCOs, as suggested below.
  - o Develop a Request for Proposals and use the recommended Request for Proposals as provided below.
  - o Request a copy of each ESCO's, Technical Energy Audit & Project Proposal Contract, and the Energy Performance Contract and review as needed (Contact DFCM for assistance on terms and conditions as needed).
  - o Verify that ESCOs can meet your bonding requirements. **If one ESCO drops out, add another from the pre-qualified list. If you are unable to identify (3) ESCOs for your project contact John Harrington at DFCM for approval to use less than the required (3) ESCOs.**
  - o Invite the ESCOs to participate in a feasibility study on one of your facility sites/buildings. Have each ESCO walk the site separately with your staff.



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- o Each ESCO to submit a response to the RFP along with a copy of their feasibility study.
  - o Organize a selection committee of (3) individuals to review the RFP responses. Invite each ESCO to make presentation on their RFP response and feasibility study. The interviews should last approx. 1-hour.
  - o Have the selection committee score the RFP responses, to determine highest scoring ESCO to work with. Use the scoring matrix as indicated below.
- Identify your required agency criteria to move forward on a project, such as: the project must pay for itself in 20-years with energy savings only, operational savings should only be considered upon your approval. As part of the audit contract stipulate, that the facility owner is not required to pay for the audit if the energy savings do not pay for the entire cost of the project in 20-years.
  - Invite the top-ranked ESCO to enter into the audit contract. If a contract cannot be finalized, negotiate with the second-ranked ESCO.

### **TECHNICAL FACILITY PROFILE**

The information in this technical facility profile is provided to inform the CONTRACTOR about the condition of the facilities. The information was prepared with diligence. The CONTRACTOR is responsible for verifying the accuracy, as necessary.

#### **Building List**

- List of Buildings (include all buildings that could be potential candidates either now or in the future; you can always scale-back the project scope during contract negotiations if desired). List only those buildings where you pay the utility bills and have responsibility for upgrades. Include:
  - o Name of building
  - o Total square footage of conditioned space.
  - o Primary use of building (school, office, etc.)
  - o Year constructed
  - o Year of any major modifications, additions or renovations (briefly describe)
  - o General location of buildings if not all are in one city or one "campus"

#### **Energy and Water Cost & Consumption Information**

Only provide information that is readily available.

- List the present utility companies that provide electricity, gas, water, etc.
- Is natural gas or propane used? If propane, is natural gas available in the area?
- Provide energy use information as available: At a minimum, include annual costs for each of the main buildings (preferably itemized by electricity, natural gas, water, etc.). If available, include monthly consumption and cost information for electricity (kW, kWh, \$), gas (ccf/therms/gal, \$), water (gal, \$), etc. for the past one-year period for each of the major buildings. If monthly information is not readily available, attach copies of utility rate schedules that apply to the facilities



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or include a sample utility bill for electricity, gas, etc. for each facility or meter from a winter month and summer month. If under contract for natural gas, provide the fuel purchase agreement and a monthly price history, if available.

## **Past Energy Improvement Efforts**

Only provide information that is readily available.

- Describe any major energy-related changes made during the past ten years (boiler/chiller replacements, other heating/cooling modifications, cooling additions, energy management control installation/upgrade, T8/electronic ballast lighting upgrades, ventilation improvements, etc.).
- State if any energy audits were conducted in the past 5 years and if the information is available.

## **Future Plans**

Only provide information that is readily available. If not readily available, the ESCO can work with you to collect needed information during the audit phase.

- Describe any major change planned to occur (additions or renovations; lighting upgrade, major equipment replacement; decommissioning, demolition or sale; significant change in function or hours of operation in the next 10 years; change in function of building such as from classrooms to offices, change in hours of use such as year-round to seasonal operation).
- Describe funding available, planned or anticipated for these improvements.
- Describe any building improvements that you would like to investigate during this project.

## **Energy-Using Systems Description**

Only provide information that is readily available. If not available, the ESCO can work with you to collect needed information during the audit phases.

- **Heating System:** Briefly describe the types of heating systems serving your buildings (boiler, furnace, rooftop unit, etc.). Also describe the distribution system that delivers heated/cooled air to the rooms (forced air, water, etc.) Describe the age and condition.
- **Cooling System:** Briefly describe the type of cooling system serving your building (chiller, roof-tops, etc.). Describe the age and condition.
- **Controls System:** If you have a controls system to control space temperatures and heating and cooling equipment, please describe its capability (what is controlled), type (pneumatic compressed air system, direct digital control system), condition, manufacturer name and model, and approximate year installed.
- **Lighting System, Interior:** Describe extent of replacement of fluorescent systems to T8 lamps and electronic ballasts.
- **Water Heating System:** Describe your domestic water heating system. Is it part of the space heating system?
- **Other Energy-Using Systems** (laundry, kitchen, laboratory, solar system, swimming pool, spa, ice



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rink, etc.)

- List any added water use such as showers, laundry, irrigation, etc.

## **Operating Information**

Only provide information that is readily available. If not available, the ESCO can work with you to collect needed information during the audit phases.

- Describe the typical hours of operation for each facility (weekday, weekend, seasonal). In other words, when are the lights on and when is the heating/cooling system operated?
- Describe the janitorial hours (during occupied hours or after hours?)
- Describe when cooling systems are used and in which buildings

## **Maintenance Practices**

Only provide information that is readily available.

- Describe the general maintenance practices (preventive maintenance plan used, skilled or low-skilled maintenance staff, good or poor funding for maintenance, much or little deferred maintenance, etc.)
- Describe any known maintenance problems and/or needs associated with deferred maintenance. Include comfort problems.

## **Additional Information**

In addition to the information provided above add any other information that might be helpful in the Technical Facility Profile.

## **Request for Proposals**

**Respond to each of the following:**

### **1.0 MANAGEMENT APPROACH**

#### **1.1 Project Management and Coordination**

Show the organization chart (by name as available) for implementing and managing the proposed project, including the responsibilities of each individual shown and the lines of authority within the overall organization. Identify portions of the effort, if any, that are proposed to be subcontracted and provide the same information for subcontractor organization and personnel.

#### **1.2 Appropriate Market Sector Experience/Expertise**

Provide information that emphasizes your company's experience and expertise in the types of buildings related to this project.



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**1.3 Project Personnel and Staffing**

**1.3.1 Qualifications and Experience of Personnel**

Complete the table below to list each individual who will have primary responsibility for key tasks and phase of the proposed project.

Name	Title	Staff or Subcontractor	Potential Role	Academic/Professional Qualifications; Level of Expertise; Experience	Project List With Project Type, Cost, Role	Base Location

*Potential role in the project: technical analysis, engineering design, construction management, construction, training, post-construction measurement and verification, support, and other services; note supervisory responsibilities, if any.*

*Level of expertise: specific qualifications related to role and responsibilities for the project; past relevant experience; years in industry or other brief description*

*Base Location: Permanent office in the state; on assignment from other state; Out-of-state support.*

*Project List: List projects, with project type and project cost, that the person was associated with during the last five years. No more than (15) projects*

Also provide resumes in a clearly marked appendix to the company’s response to this secondary selection RFP.

**1.3.2 Added Qualifications and Experience**

Complete an additional table to include any added expertise and capability of staff available through other branch offices, subcontracts, etc., that can provide back-up strengths.

Name	Title	Staff or Subcontractor	Potential Role	Academic/Professional Qualifications; Level of Expertise; Experience	Project List With Project Type, Cost, Role	Base Location

**2.0 COST AND PRICING**

Responses to this section only will remain proprietary.

Maximum rates were established for your company in your initial RFP response. Propose rates for this specific project that are equal to or less than your company’s stated maximum rates, in recognition that rates can vary with the project size, scope and location of the specific project. All other guidelines presented in the initial RFP for presenting markups and fees shall apply.



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**2.1 Markups**

Markups shall be calculated as a percentage added to the base cost for the project. The use of margins in lieu of markups is not acceptable. Use only the categories shown. Ranges for markups are not acceptable. Open book pricing on costs is required for each project.

<b>CATEGORY OF MARK-UP</b>	<b>% MARK-UP</b>
Project Cost	
Services Cost	

**Add additional information as needed to clarify your response to Markups**

**2.2 Fees**

Use only the categories shown. **Ranges for fees are not acceptable.**

<b>CATEGORY OF FEE</b>	<b>HOW DETERMINED AND USED</b>	<b>APPLIED</b>
Technical Energy Audit and Project Development	\$_____ per Square Foot	One Time

**Add additional information as needed to clarify your response to Fees**

**2.3 Application of Markups and Fees (Hypothetical Example)**

Provide a sample of your pricing model using a two-measure performance contracting project. Show the complete detail of what will be provided to the Institution in the actual project using the markups and fees you will commit to in the actual project, as identified above, for all categories, fees and services that will be seen in the actual project.

Include a sample project preform a and clearly indicate all fees required for monitoring & verification, project management and all services that may be included in the actual project. All markups and fees used in this example must be representative of what will be used in the actual project.

Additional markups, fees, or service category costs not shown in this example will NOT be allowed in the final contract.

Incomplete information will be considered an incomplete response and cause the response to be rejected.

- a) Provide an example lighting measure that relates to this project in size and scope. Provide all pricing documentation as you will provide it for open book pricing in the final contract. Clearly differentiate the subcontracted portion of the project and break out labor, materials and other categories as you will for open book pricing.



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- b) Provide same information for an example boiler measure (or other heating/cooling equipment if a boiler replacement is not relevant for this project)
- c) Show the two measures above in a complete two-measure performance contracting project. Provide a preform to clearly indicate all costs and fees represented as they will be applied in the final contract. Use the format and structure you will use in the final contract.

**2.4 Best Value**

Briefly describe how the company’s approach to performance contracting delivers best value for the investment. The responding company shall also describe any utility rebates or other financial incentives or grants it can potentially provide and/or facilitate.

**3.0 FEASIBILITY STUDY COPY**

**4.0 SCORING MATRIX – TOTAL 100 POINTS**

- **MANAGEMENT APPROACH – 35 POINTS**
- **COST AND PRICING – 30 POINTS**
- **FEASIBILITY STUDY – 35 POINTS**

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**FINET COMMODITY CODE(S):**

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**REVISION HISTORY:**