

Only Sustainable Energy Utility (SEU) Pre-Qualified ESCOs May Apply

September 27, 2016

RE: Energy Performance Contracting Services - Letters of Interest

The State of Delaware, Office of Management and Budget, is planning for additional Energy Performance contract work in its facilities. We are soliciting interested Energy Service Companies (ESCOs) from the Sustainable Energy Utility (SEU) list of approved firms, to select an ESCO to proceed with an Investment Grade Audit (IGA).

The firm selected for the project will be required to utilize standard State of Delaware contract agreements. These forms may be found on the State's Procurement Portal website at <http://mymarketplace.delaware.gov/agency-forms.shtml> under "Energy Performance Contracting Program". The State intends to award the work to a single firm but retains the right to select multiple firms if in the best interest of the State. The contract may be extended for an additional time period and/or expanded to include additional buildings by mutual consent.

The State has completed a Pre-Qualification Report on selected State properties. This report will be the starting point for scope the IGA but could be reduced or expanded during the audit process. A copy of the report is available at <http://dfm.delaware.gov/energy/documents/deseu-espc-prequalification.pdf> and is included as Attachment C. Note, this is the second round of Energy Performance Contracts (EPCs) for the Office of Management and Budget, Division of Facilities Management (OMB/DFM). The previous round began in 2010 with work completed approximately 20 buildings for a cost of \$16M. This round will build on that prior work and includes additional properties not included in the first contract.

If your firm is interested in this contract, please submit your proposal to Mark A. DeVore, P.E., Chief of Engineering and Operations, Division of Facilities Management, Thomas Collins Building, 540 S. DuPont Highway, Suite 1 (Third Floor), Dover, DE 19901. See Attachment A for information to include in your proposal. ESCO proposals shall be submitted on or before 4:00 p.m. on Friday, October 21, 2016. Respondent bears the risk of late delivery. Any proposals received after the stated time will be returned unopened. Facsimile submittals are not acceptable. Respondents are reminded that the project architect and/or engineer for this work must be registered in the State of Delaware. Facsimile submittals are not acceptable.

No additional information about this study is available. Questions regarding this solicitation must be submitted in writing to dfm_ask@state.de.us by Friday, October 7, 2016. Responses will be posted by Friday, October 14, 2016, on <http://bids.delaware.gov>.

Evaluation Criteria is included in Attachment B. The Project Evaluation Team will score and rank the ESCOs based upon submitted proposals. Selected firms who reply will be given notice of times and dates for scheduled interviews. After the interview process, the Project Evaluation Team will score and rank the ESCOs based on interview responses, check references of the top-ranked ESCOs and proceed with selection of an ESCO. The selected firm will then execute an Investment Grade Audit Agreement (IGAA) with OMB/DFM.