Request for Qualifications (RFQ) for Energy Services Company

District Name District Name Response Deadline Date <u>Time</u> local time
Project Location Project Location Project Contact Name
City / County City / County County E-mail

No. of paper copies requested: Number No. of electronic copies requested on CD (pdf): Number

Submit the requested number of Statements of Qualifications directly to Contact Name at Mailing Address or E-mail Address. See Section E of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to Contact Name at E-mail Address.

A. Background and Purpose

The district desires to pursue an energy project through an installment payment contract, pursuant to sections 133.06 and 3313.372 of the Ohio Revised Code. For this project the district desires to waive competitive bidding and instead use the competitive selection process defined by Ohio Administrative Code section 3318:1-10.

The district is soliciting statements of qualifications from energy service companies (ESCOs) that are interested in proposing an energy project to the district. This RFQ summarizes the buildings to be considered, the criteria under which a firm will be selected, and instructions for submitting a statement of qualifications.

From this RFQ, the district intends to select the most qualified ESCO, who will then prepare a technical report and proposal for the district's consideration. The proposed project is subject to approval of the district's board of education and OSFC. Any contract resulting from this procurement process is between the district and the ESCO.

B. Project Description

General description of the buildings being considered for this project ...

C. Utility Bills

District's utility bills for the buildings considered in section B, over a minimum of the most recent twelve months.

D. Evaluation Criteria for Selection

No.	Criterion	Description	Max. Pts.	Score
1	Competence	Competence to perform the work as indicated by technical training,		
		education, and experience of the contractor's personnel, etc.		
2	Availability	Availability of qualified personnel, equipment, and facilities to perform		
		the required services competently and expeditiously, etc.		
3	Experience	Experience & past performance working on similar types of projects, etc.		
4	Other			
5	Other			
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E. Submittal Instructions

- Electronic or paper?
- Format?
- When: due date and time (if not listed above)
- Where: place to submit (physical location or e-mail/web address, if not listed above)
- Who will the qualifications be addressed to (if not listed above)

F. General Conditions

Legal terms and conditions of district

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