

REQUEST FOR QUALIFICATIONS

RSU #74

ENERGY CONSERVATION PROJECT, INCLUDING DESIGN, INSTALLATION AND OPERATION OF OCCUPATIONAL HEALTH AND ENERGY EFFICIENCY RETROFITS IN RSU #74 SCHOOLS

QUALIFICATION SUBMISSION DEADLINE Noon December 31st , 2014

Article I. Qualifications. Pursuant to 20-A M.R.S.A. §15915, RSU #74 School Department (the “School Department”) requests qualifications from interested parties (“Parties”) for an energy conservation project and related HVAC upgrades at School Department schools in accordance with the Scope of Work described in Article III below. Interested Parties should submit qualifications in accordance with the following (qualifications of subcontractors, if applicable, may be submitted):

- a. Demonstrated expertise/experience in assessment, engineering and design of heating control and delivery systems retrofits, lighting upgrades, and solar thermal systems incorporating energy savings measures and occupational health improvements including guarantees that such retrofit measures will meet specified performance criteria.
- b. Demonstrated expertise/experience in assessment, engineering, design, installation and maintenance of energy savings projects such as heating system modifications and upgrades addressing internal and external distribution systems, as well as terminal devices and controls, lighting upgrades and solar thermal systems.
- c. Demonstrated expertise/experience for the purpose of serving as an expert witness for the School Department with respect to claims related to contracted work described in this request.
- d. Demonstrated expertise/experience with record-keeping requirements imposed by Davis-Bacon regulations.
- e. Professional references of individuals and firms that the Contractor will assign to the School Department’s project and demonstrated record of those persons working together on past projects.
- f. Client references for contact by the School Department.

Article II. Schedule. The School Department anticipates the following schedule, which is subject to change at the School Department’s sole discretion:

- a. Deadline to submit qualifications: **Noon December 31st , 2014.**

- b. School Department management review and selection of candidates for interview: **January 7th, 2015.**
- c. School Department management to conduct telephone interviews of selected firms after **January 7th, 2015.**
- d. School Board final selection of candidate based on recommendation of School Department administration: **February 4th, 2015.**

III. Scope of Work. The Scope of Work is subject to modification at any time at the sole discretion of the School Board and may include any or all of the following:

- a. To implement energy efficiency and Operational health upgrades and retrofits to the heating and ventilating systems including solar thermal systems and lighting systems of the RSU 74 schools (Carrabec High School, Carrabec Community School and Garrett Schenk Elementary School)
- b. The School Board may alter or amend this Scope of Work at its sole discretion prior to executing a contract with the contractor or contractors selected. Once a contract is executed, the Scope of Work may be amended in accordance with the contract documents.

IV. Miscellaneous.

Interested parties shall submit at least 1 copy of their qualifications to:

Kenneth L. Coville Superintendent of Schools
56 North Main Street, North Anson, ME 04958

The selection of a candidate does not obligate the School Department to enter into a contract, provided however that any contract entered into between the School Department and a selected candidate shall be in a form entirely satisfactory to the School Board or its authorized agents. The School Department reserves the right to accept or reject any candidate on the basis of the qualifications submitted in the sole discretion of the School Department's administration and to exercise its judgment in evaluating qualifications. The School Department reserves the right to request additional information from any candidate in the School Department's sole discretion.

Candidates acknowledge that the School Department is a public entity, and any requests or agreements to maintain confidentiality of any proprietary information shall be limited to the extent required by public records and preservation laws. Interested candidates should contact Kenneth L. Coville Superintendent of Schools at the address stated above or by telephone at 207-746-3600.