**Johnston Community College**

**Request for Qualifications**

**For**

**Professional Engineering Consultant**

**Request**

Johnston Community College (JCC) is hereby seeking qualification proposals (RFQ) for professional engineering services for guidance and oversight of a potential NC G.S. 143-64-17 Guaranteed Savings Performance Contract (PC) opportunity.

**Project Description**

JCC is considering a PC contract with the intention of saving money on utilities while improving the quality of the facilities and the learning environment within the campus. In order to facilitate this process, JCC is seeking guidance from a professional consulting firm that is experienced in all aspects of the North Carolina PC process. Required experience includes evaluating, presenting, technical/design, financing, maintenance and operation of HVAC and building systems, purchasing, construction oversight and Measurement and Verification.

**Scope of Services Requested**

* Provide guidance to JCC and county officials involved with the project
* Perform high level evaluation of existing JCC buildings and utility consumption for baseline and savings opportunities including key performance indicators (KPIs)
* Prepare for presentation to the JCC Board of Trustees and Johnston County Board of Commissioners (if required) outlining the PC and financing process and potential program benefits
* Provide oversight and guidance through ESCO selection process including:
* Assist in the evaluation of ESCO proposals and ESCO selection
* Provide LGC required review of ESCO proposals (if needed)
* Provide guidance with IGA contract negotiation and throughout the IGA process including:
  + Perform review of the ESCO’s proposed baseline including methodology and calculations at the 30% draft IGA submission
  + Review proposed ECM costs, savings, M&V, Commissioning, Maintenance and Training Plans at the 60% and 90% draft IGA submission
* Review Final IGA report to confirm that projected savings are realistic, achievable and verifiable
* Provide engineering review and final review document
* Provide evaluation of ongoing ESCO Annual M&V Reports (if needed)
* Advise JCC as needed during the design and construction implementation phase

**Proposal Description**

Interested firms shall submit a narrative proposal that details the firm’s plan to address the above Scope of Services. Proposal is limited to 10 single spaced pages. Firms shall include the following items in their submittal:

* + Resumes of key staff members assigned to this project and a description of their roles
  + Examples of similar project(s) located in North Carolina
  + At least three company references in addition to the above project references

**Critical Selection Factors**

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| --- | --- |
| Selection Factors | Weight |
| Experience on similar projects within North Carolina and Community College System. | 20% |
| Past performance on similar projects. | 25% |
| Adequate staff with appropriate training and experience. | 20% |
| Historically Underutilized Business (HUB) and/or Minority Business Enterprise (MBE) representation. | 5% |
| Ability to confirm building energy model accuracy. | 20% |
| Construction Management capabilities | 10% |

**Selection Process**

Following receipt of the proposals, a selection committee may shortlist and interview firms prior to making a selection.

**Contract Negotiation**

JCC will negotiate contract price and terms with the highest ranked firm. If agreement cannot be reached with the highest ranked firm, JCC will then move to the second ranked firm for negotiations.

**Questions**

Contact:

Herman B. Kight

Project Manager

Office (919) 209-2071

Mobile (252) 236-1318

[hbkight@johnstoncc.edu](mailto:hbkight@johnstoncc.edu)

**Proposal Submission Details**

Submit two printed copies and one electronic copy (CD,DVD, flash drive) of proposal to the following address:

Johnston Community College

Attention: Cassandra Haire

245 College Rd

Smithfield, NC 27577

**Closing Date**

All submitted packages must be received in the Purchasing Department, located in the Wilson Administrative Building, by 2:00 PM on Friday, October 6, 2017.