

Sacramento City Unified School District
5735 47th Avenue
Sacramento, CA 95824

REQUEST FOR QUALIFICATIONS

#24-112104 Solar Projects

Issue Date: October 4, 2024

Submittal Deadline Date

Friday, October 25, 2024 by 4:00 pm

Submit To:

Sacramento City Unified School District
Attn: Tina Alvarez-Bevens
5735 47th Avenue
Sacramento, CA 95824

SECTION 1 – OVERVIEW AND OBJECTIVE

The Sacramento City Unified School District (“SCUSD”) is a California Unified School District comprised of the schools and administration sites spanning 70 square miles and 6.5 million square feet of building space in the City of Sacramento and parts of unincorporated Sacramento County.

Through this Request for Qualifications (“RFQ”), SCUSD is seeking to identify a qualified pool of potential consultants and contractors capable of and interested in implementing energy conservation contracts for SCUSD (“Contractor”) at various locations under Government Code sections 4217.10 *et seq.* (the “Act”). The scope of the work for which Contractors must demonstrate qualifications includes installation of electrical conservation services and alternate energy equipment, including solar systems, solar battery systems, charging stations, and other similar features (“Project”). This RFQ will not result in the award of any specific Project. Rather, SCUSD intends to select its Contractors for future Projects from the pool of Contractors qualified under this RFQ. The pool will remain in place from approximately November 1, 2024 through October 31, 2026.

When SCUSD has identified a potential solar Project, SCUSD will enter into a Letter of Intent (“LOI”) with the selected Contractor to develop a scope of work that ultimately can be implemented as a Solar/Energy Services Project under an energy services contract under the Act. Selection of the Contractor will be based on the Statements of Qualifications (“SOQ”) submitted in response to this RFQ and may be based on solicitations for additional information from Contractors in the pool at SCUSD’s discretion. Under an LOI, the Contractor will be expected to prepare **at its own cost** a proposed scope of work within the limits and with the goals specified by SCUSD, including without limitation documenting that the anticipated cost to SCUSD for the proposed solar facility, including work performed at prevailing wages, will be less than the anticipated marginal cost to SCUSD of energy that would have been consumed by SCUSD in the absence of those purchases (“Proposal”).

The Contractor’s Proposal will be presented to the Board for hearing in accordance with the Act. No construction will occur and no payment will be made to the Contractor unless the Board elects to award the Contractor a contract for the Project, including an agreed-upon scope of work. SCUSD’s Governing Board shall have sole and complete discretion whether to enter into a contract to implement any Project following consideration of the Proposal.

For the Projects for which a contract is awarded by the Board, the Contractor will be responsible for designing the Project with licensed design professionals and in accordance with Division of the State Architect (“DSA”) processes and regulations and Title 24 of the California Code of Regulations. The Contractor shall be responsible for ensuring compliance with all applicable funding requirements, which may include without limitation Federal funding, Office of Public School Construction funding, or bond funding. The Contractor shall be responsible for complying with all applicable processes and reporting requirements, including without limitation those of the SCUSD, DSA, the Office of Public School Construction, and the California Department of Education. The Projects anticipated will be “public works” for purposes of the California Labor Code, which requires payment of prevailing wages, and they will require the Contractor to supply payment and performance bonds. The school district has a project labor agreement and any contractor will need to be compliant with it.

SECTION 2 – SOLICITATION PROCESS

SCUSD anticipates conducting this qualifications process based on the following timeline, but it reserves the right to change any of the following dates:

October 4, 2024	RFQ Released
October 14, 2024	Questions Due
October 18, 2024	Questions and Answers Released
October 25, 2024	SOQs Due
November 1, 2024	Notification to Selected Pool of Awardees
November 21, 2024	Anticipated Board of Education Meeting Approval

Questions and requests for clarification on this RFQ must be submitted in writing via e-mail as follows:

Tina Alvarez-Bevens
Contract Analyst
tina-alvarez-bevens@scusd.edu;
Robert-aldama@scusd.edu

Subject Line: #24-112104 Solar/Energy Services RFQ Questions

SCUSD is not obligated to respond to any question unless it is submitted in writing by email as specified above. SCUSD shall be bound only by written responses to questions contained in an addendum to the RFQ. Oral responses, or email responses from anyone other than as designated above, shall not be binding on SCUSD.

SOQs must be submitted in writing via in-person delivery (which may be by overnight delivery) as follows:

Attention: Tina Alvarez-Bevens
Contract Analyst
5735 47th Avenue
Sacramento, CA 95824

Failure to provide all required information may result in an SOQ being deemed non-responsive and given no further consideration. SCUSD also reserves the right to request clarification from any respondent.

SOQs are due no later than 4:00 PM on Friday, October 25, 2024. SOQs submitted after this date and time will not be accepted and SOQs that are incomplete or do not conform in all material respects to the requirements of the RFQ will not be considered. Respondents are responsible to ensure timely delivery, and no exceptions will be made for SOQs sent by overnight mail (such as FedEx) which are not timely delivered.

SCUSD reserves the right to cancel or revise in part or in its entirety this RFQ by addenda posted to the SCUSD website. SCUSD also reserves the right to extend the date responses are due. Upon receipt of SOQs, SCUSD reserves the right to consider all SOQs drafts and to request revised SOQs from all respondents.

SECTION 3: SUBMITTAL REQUIREMENTS

Provide four (4) hard copies and one (1) electronic pdf files of the SOQ, not to exceed twenty-five (25) single-sided pages, no less than 10 point Times New Roman, Arial, or equivalent font, total length. (Binder cover pages, Table of Contents, and Tabs are excluded from page count). **QR codes and website hyper-links will not be considered.** In the event of any discrepancy between the hard copy and the pdf copy of the SOQ, the hard copy will control. The entire SOQ package shall be separately sealed in a box or envelope labeled with a copy of the “Submittal Cover.”

The Submittal Cover shall include the RFQ’s title and submittal due date, and the name, address, and the telephone number of responding firm (or firms if there is a joint venture or association). Include Respondent’s point of contact for this RFQ with contact information including email address.

The SOQ shall include a Table of Contents including clear listings of heading and pages to allow easy reference to the key information required below.

The following sections are to be included in the order listed:

<p>1. Cover Letter: A cover letter signed by an officer of the firm submitting the SOQ, or signed by another person with authority to act on behalf of and bind the firm. Indicate contact person(s). If an addendum is issued, it must be acknowledged in the cover letter. If Respondent is a joint venture, a principal or officer of each member of the joint venture must sign the cover letter.</p> <p>The cover letter shall include a certification in substantially the following form:</p> <p style="padding-left: 40px;">“[Respondent] certifies under penalty of perjury, under the laws of the State of California, that it has carefully reviewed the RFQ and the SOQ and that all information provided in its SOQ is true and correct.”</p> <p>Failure to include such a certification shall make the SOQ non-responsive and unavailable for award.</p>	<p>Pass/Fail</p>
<p>2. CLSB License(s) and DIR Registration: Respondents must hold at least a California Contractors License, Class B – General Building Contractor, which is current, valid and in good standing with the California Contractor’s State License Board. For each class of contractor’s license held by Respondent, provide the following information:</p> <ul style="list-style-type: none"> a. Name of license holder exactly as on file b. License Classification c. License Number d. Date Issued e. Expiration Date <p>Respondents also must be registered as public works contractors with the Department of Industrial Relations (“DIR”) at the time of submitting the SOQ and at the time any LOI is issued for a Project. State your DIR registration number.</p>	<p>Pass/Fail</p>

<p>3. Designer Qualifications: For all Projects involving design, Respondent must itself be licensed or registered as a professional architect or engineer, respectively, or must contract with a licensed/registered design professional. Identify the design professional to be used on any Project involving design, including providing the name of the license holder(s), professional license or registration number(s), date issued, and expiration date.</p> <p>If Respondent is not proposing to perform any work involving design, expressly so state. Note: This likely will disqualify Respondent from most or all Projects.</p>	<p>Pass/Fail</p>
<p>4. General information: Provide general information about your firm, including number of employees, type of business structure, years in business, website, name(s) of owner(s), home office location, local office location (if different), federal tax I.D. number, whether you are a small business or disabled veteran business enterprise (DVBE), and market areas. Also include any signatory requirements to Union participation. Describe your relationship with your design professional(s), including noting whether you have performed other energy services contracts together under the Act.</p>	<p>5 Points</p>
<p>5. Disputes/Performance: Describe the history of any disputes and performance problems by the Respondent as a contractor (nationwide). At a minimum, discuss whether any of the following have occurred and, if they have occurred, please explain. If any of the following have not occurred, state “N/A” or similar in response to the item. A response to each of the following sub-issues is required:</p> <ul style="list-style-type: none"> a. Suspension or revocation of any license of the Respondent, or of its design professional, or of any parent, subsidiary, predecessor company, or affiliated company of either of them, within the last ten (10) years. An affiliated company is one with at least 10% common ownership, or with the same qualifying individual, or that has two or more board members or officers in common. b. Suspension or disbarment from public contracting by any Federal or California contracting authority with the last ten (10) years. c. Termination of the Respondent for cause and/or default within the last ten (10) years. Incidents where the termination was withdrawn or changed to a termination for convenience need not be listed. d. In the past five (5) years, cancellation of any insurance policy or refusal of any insurance company to renew an insurance policy of the Respondent or its identified design professional due to non-payment of premiums or losses claimed. e. Any finding by any public entity in the past five (5) years that the Respondent or its identified design professional was not a “responsible” bidder or proposer. f. Any finding by a court or arbitrator in the past ten (10) years that the Respondent or its identified design professional was liable for making any false or fraudulent claim or material misrepresentation to a public entity. 	<p>25 Points</p> <p>Loss of points for affirmative responses</p>

<p>6. Key Personnel: Identify the key personnel of Respondent and its design professional with experience in energy services projects and/or solar projects for PK-12 school districts or community college districts, including project manager(s), superintendent(s), design leads, and any other key personnel that would be expected to be involved in any awarded Project. Attach résumés for all identified key staff. Respondent may identify more than one, but no more than three, individuals for any key position. Respondent is expected to use its best efforts to assign identified key personnel to Projects when awarded, and unavailability of key personnel may be grounds to award a Project to another Contractor in the pool.</p>	<p>10 Points</p>
<p>7. Respondent Experience: Identify specific Respondent experience with PK-12 or community college district energy services design-build solar projects in Northern California in the last 10 years. Please identify between 3 and 6 projects. Include a brief project description, constructed values, dates (start and completion), design professional, and names of owners and their contact information. If you do not have three Northern California projects in that time for school districts or community college districts, you may identify solar energy projects for other public entities and/or projects in Southern California. Projects subject to DSA approval, projects greater than \$2 million in construction cost, and projects with the proposed design professional are preferred.</p> <p>SCUSD may contact selected project contacts to assess similarity of work and quality of performance.</p>	<p>30 Points</p>
<p>8. Project Approach: Address Respondent’s approach for the following issues, including specifying what work is done in-house and what work Respondent would expect to contract out:</p> <ol style="list-style-type: none"> a. Describe your approach to the energy audit and establishing that the energy savings outweigh the cost of the Project. Describe how you will work with SCUSD to ensure the greatest value if the Project is approved. b. Describe your approach to design, including how you would work with SCUSD in defining project scope; how you would ensure DSA design approvals; and how you would work with DSA during construction and through close-out of a project. c. Describe your approach to construction, including i) scheduling to minimize occupant disruptions and maximize school holiday and vacation breaks and ensure timely completion; ii) quality assurance/quality control; iii) safety measures, including specifying your EMR. Identify any trades you would expect to subcontract out for a solar energy services Project. d. Describe your approach to helping secure alternative funding sources, such as utility rebates, incentives, and grants to help fund a project of this type. Please comment on how you would work with SCUSD to help maximize this additional funding. e. Describe your post-construction approach, including training and how warranty issues are handled. f. Describe any unique experience or offered services that you believe SCUSD should take into account when evaluating your qualifications. 	<p>50 points</p>

<p>12. Financial Information – Provide the following financial information:</p> <ul style="list-style-type: none"> a. A letter from a financial institution stating a current line of credit. b. A letter from a California admitted surety or insurance company stating current bonding limit, which must be at least \$5 million. c. A letter from insurance company indicating ability to provide required insurance or evidence of insurance CGL insurance with a minimum of \$2 million per claim, \$4 million aggregate. 	<p>5 Points</p>
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Maximum Possible Points: 125

SECTION 4: EVALUATION AND SELECTION

SOQs will be opened privately to assure confidentiality and avoid disclosure of the contents to competing Respondents prior to and during the evaluation process. However, to the extent that the SOQs are public records under California law, they may be released to members of the public if specifically requested under the California Public Records Act. SCUSD does not intend to release any SOQs under the Public Records Act until it has completed its evaluation and selected its pool.

SCUSD shall seat a review committee (“Committee”) of not less than three SCUSD personnel and/or consultants. The Committee shall first evaluate the SOQs to determine whether they meet the format and content requirements and the standards specified in the RFQ. All compliant SOQs will be scored using the criteria and weight identified above.

Respondents are solely responsible for the clarity and completeness of their SOQ, including, without limitation, the expression of information relevant to the evaluation factors. Respondents shall assume that the Committee does not possess specific expertise in solar/energy conservation measures and shall include all information deemed relevant by the Respondent, without reliance upon any assumptions or inferences that the Committee may or may not draw from the SOQ.

SCUSD intends to select the three highest scored Respondents to be in the pool for solar/energy services Projects pursued under the Act through October 2026. However, SCUSD may elect to select a different number of Respondents at its sole discretion depending on the scoring of the SOQs.