

REQUEST FOR PROPOSALS (RFP 17-205)

Energy Performance Contracting Program

Pursuant to (§1013.23 F.S. or §489.145 F.S.) and the Florida Consultant's Competitive Negotiation Act, Section 287.055 F.S., SUWANNEE COUNTY SCHOOL BOARD, (hereinafter referred to as the **Agency**), located in Live Oak, Florida, is seeking qualifications from interested ESCOs capable of providing comprehensive energy management and energy-related capital improvement services for educational facilities at the locations identified in Attachment F.

The Agency interested in contracting for a full range of energy services and energy-related capital improvements (financed through a guaranteed performance-based contract at no initial capital cost to them). These services may include but are not limited to: a feasibility study; an investment grade technical energy audit; the design, acquisition, installation, modification, maintenance, monitoring and training in the operation of existing and new equipment, which will reduce energy consumption associated with the heating, ventilation and air conditioning system, the lighting system, building envelope, water usage, and other energy using devices, as well as for savings which would not reduce consumption per se, but are aimed at cost savings related to energy use, such as sewage, solid waste collection, fuel switching or demand reductions. **Any stipulated energy and/or non-energy cost savings that may be attributed to this project will be rigorously reviewed and, if agreed to, will be limited to those that can be thoroughly documented and verified by the ESCO and approved by the Agency.** Services requested also include the training of the Agency's facility staff with respect to routine maintenance and operation of all improvements. **Improvements must result in a guaranteed minimum energy savings with any ESCO payments for services linked to the verified achievement of project savings.** The guaranteed energy savings must meet or exceed the amortized cost of energy conservation measures. ESCO's will be required to guarantee energy and cost savings on an annual basis. No credit for the achievement of savings above and beyond the annual guarantee will be credited to satisfy performance guarantees in future years of the contract. Annual reconciliation of the achieved savings will be required.

All contracts must comply with the statutory provisions contained in (§1013.23 F.S. or §489.145 F.S.) This contract is subject to annual appropriations. The energy savings achieved by the installed projects must be sufficient to cover all project costs including any agreed-upon annual maintenance and monitoring fees for the duration of the contract term. At a minimum, the energy savings guarantee will be structured to match the annual contract payments associated with the project. The ESCO shall be liable for any annual energy savings shortfall that may occur. The selected ESCO must guarantee that none of the energy savings measures it will recommend or implement will cause the deterioration of indoor air quality in any of the relevant Agency facilities and agree to fully fund the cost of remedying any such deterioration and indemnify and hold harmless the Agency from any liability resulting from such deterioration. The ESCO must post a 100 percent public construction bond in accordance with the provisions of (§1013.23 F.S. or §489.145 F.S.).

Description of the Procurement Process

It is anticipated that the process for the procurement of these energy services will proceed as follows:

- **Submission of Written Qualifications and Client Reference Checks**

The Agency through its designated representatives and Project Evaluation Team will review and evaluate the written responses to this Request for Proposals (RFP) and conduct selected reference checks of ESCOs clients, in accordance with the evaluation criteria identified in Attachment A. The Agency will shortlist no more than three qualified ESCOs to proceed to the competitive oral interview stage of the procurement process. Any response resulting in an addendum will be forwarded to all ESCOs requesting copies of the RFP.

- **Oral Interviews**

Each of the three shortlisted responding ESCOS may participate in a detailed oral interview/presentation to more fully discuss how its approach to this project satisfies the evaluation criteria set forth in Attachment A. ESCOs may be required to answer questions posed by the Project Evaluation Team. Each oral interview may be tape-recorded and it will be the sole responsibility of the Project Evaluation Team to make the final selection of the most qualified ESCO based upon the evaluation of written responses to the RFP, client references, and oral responses received during the interview process. A more complete description of the interview format and logistical arrangements will be mailed to each responding ESCO if required.

- **Selection of ESCO to Develop Contract**

The Agency will select the highest ranked, best qualified firm to conduct a complete technical analysis of the facility and propose contract terms concerning a complete set of proposed energy improvements, the timetable for completing engineering and construction work, a detailed description of services to be provided, specific financing arrangements and terms, and an estimate of energy savings, as well as special conditions offered by the company. This report will meet the requirements of (§1013.23 F.S. or §489.145 F.S.). The Agency intends to negotiate a final contract for these services, which will include a minimum savings guarantee.

If an acceptable contract cannot be reached within 90 days from the date of ESCO selection, negotiations with the second ranked ESCO may be initiated.

It is recognized that detailed financial projections of project benefits are dependent upon the scope of technical retrofits finally selected and installed. It is premature to place a major emphasis on projected financial benefits prior to the completion of an investment grade technical energy audit and negotiation of the project structure. Respondents are encouraged to carefully review the evaluation criteria in the RFP under Financial Approach and to respond as fully as possible.

Agency will arrange walk-through inspection tours of the facilities prior to the submission of proposals. Site representatives will be available to answer questions about the operation of the buildings. All ESCOs are encouraged to visit the facility in order to enhance their understanding of existing building conditions and retrofit opportunities.

To make arrangements, please contact:

Mark Carver, Director of Facilities – (386) 647-4151

To aid companies in their response to this request, the following items are attached:

Attachment A: Evaluation Criteria
Attachment B: Project Schedule
Attachment C: Project Terms and Conditions
Attachment D: ESCO Profile Form
Attachment E: ESCO Qualifications and Approach to Project
Attachment F: List of Facilities

• **ESCO Submissions**

Companies must submit one 1 unbound original and six (6) copies of each of Attachments D & E (ESCO Profile Form & ESCO Qualifications and Approach to Project), and four (4) copies of the following documents:

Sample Investment Grade Energy Audit
Sample Savings Measurement and Verification Plan
Sample Project Commissioning Plan
Sample Maintenance Plan
Sample Customer Savings Report
Audited Financial Statements

Complete responses are due no later than 2:00 p.m., Eastern Standard Time (E.S.T.), Thursday, January 5, 2017 to the following address:

Suwannee County School Board
Attn: Vickie DePratter, Chief Financial Officer
702 2nd St. NW
Live Oak, Florida 32064

Late responses will be returned unopened and will not receive further consideration.

Each response will be reviewed to determine if it is complete prior to actual evaluation. The Agency reserves the right to eliminate from further consideration any response that is deemed to be unresponsive to the requests for information.

All submissions become the property of the Agency and will not be refunded to the ESCO.

Applicants responding to this RFP must be available for oral presentations/interviews to the Project Evaluation Team, in person. Each firm will be notified to schedule their appearance at the competitive oral interview/presentation that constitutes the final step of the selection process.

The Agency reserves the right to reject any or all submissions and to waive informalities and minor irregularities in submissions received and to accept any submissions if deemed in the best interest of the Agency to do so.

The Agency reserves the right to expand the proposed project or include additional sites if it is deemed in the best interest of the Agency to do so.

All costs associated with submission preparation will be borne by the submitting company.

The contents of the proposal of the successful applicant will become part of the contractual obligations.

Applicants are required to respond and submit proposals in the format requested, as shown in the attachments.

All firms are hereby placed on notice that Agency staff and members of the Project Evaluation Team are not to be lobbied, either individually or collectively about this project. Firms and their agents are hereby placed on notice that they are not to contact staff or members of the Project Evaluation Team for such purposes as holding meetings of introduction, dinners, etc. in an attempt to influence the outcome of the review and selection process, if they intend to, or have submitted a proposal for this project.

Attachment A – Evaluation Criteria

Proposals will be evaluated based on the completeness of the information provided. Failure to provide any requested information may result in disqualification. The criteria listed below will be used, as appropriate, in the evaluation of the written proposals, client references, and responses of the shortlisted ESCOs during final selection interviews. (These are not ranked in order of importance.) **The criteria have been weighted using the letters A and B where A is valued x 3 and B is valued x 2.**

Experience

- A ESCOs experience with implementing guaranteed energy savings contracts (specific branch office or project team members assigned to this project).
- A Qualifications and experience of ESCOs personnel.
- A Documented energy savings performance of previous projects.
- B Ability to manage construction and complete all phases of the project on schedule.
- A Quality of *Project History* and *Client Reference* documentation.

Project Management

- A Clear assignment of responsibility for various tasks to specific individuals.
- B Quality of approach to operations and maintenance and *Sample Maintenance Plan*.
- A Quality of monitoring, maintenance, and measurement and verification services on past projects.
- B Clarity, organization, and level of detail in written proposal.
- A Quality of communication skills of the ESCOs representative at the oral interview

Technical Approach

- B Quality of project-specific preliminary technical proposal, including comprehensiveness of analysis and understanding of existing building systems and conditions.
- A Reliability of equipment performance on past projects.
- A Quality of the sample investment grade technical energy audit.
- B Quality of proposed training for facility staff.
- A Quality of baseline energy calculations.

- A Quality of approach to savings calculations and measurement.
- B Quality of *Sample Measurement and Verification Plan*.
- B Quality sample *Commissioning Plan*.

Financial

- A Financial soundness and stability of the ESCO.
- B Reasonableness of proposed audit costs.
- B Demonstrated ability to provide project financing.
- B Quality of *Sample Customer Savings Report*.

The establishment, application, and interpretation of the above criteria shall be solely within the discretion of the agency. The agency reserves the right to reject any and all submissions.

Attachment B –Sample Project Schedule

Activity	Date
Advertise RFP	Nov. 16-23, 2016
Site Visit	Dec. 5-12, 2016
Proposals Due	Jan. 5, 2017
Written Proposals Reviewed/Evaluated	Jan. 10-12, 2017
Oral Interviews/Presentations	TBD
Anticipated Board Approval Date	Jan. 24, 2017
Technical Audit, Project Analysis, and Contract Negotiations Begin	Jan. 31, 2017
Audit Report Submitted	May 19, 2017
Anticipated Date for Contract Signing & Presenting Final Contract	June 27, 2017

Attachment C – Project Terms and Conditions

This section describes the minimum conditions the Agency will accept from the selected ESCO(s). Part 1 defines the *Scope of Services* as they relate to the technical requirements to be included in the final contract. Part 2 defines the key contractual provisions.

Part 1 – Scope of Services

Technical Requirements:

1. Investment grade technical energy audit. The ESCOs proposed contract terms must include the performance and presentation of the results of a detailed investment-grade technical energy audit

of acceptable quality to the Agency. If the Agency decides not to enter into a contract with the selected ESCO after the audit has been accepted, they agree to pay the fee indicated for said audit as set forth in Attachment E, provided the proposed contract terms offered by the ESCO meet all the conditions set forth in this RFP.

2. A registered professional mechanical engineer must, at a minimum, review and approve design work done under this contract.
3. The Agency requires a minimum guaranteed savings approach to the project.
4. The ESCO will be required to work with current building management and maintenance personnel to coordinate construction and provide appropriate training in the operation of retrofits. No equipment shall be installed that will require the hiring of additional personnel by the Agency unless contract negotiations produce an explicit exemption from this rule for a specific installation and/or maintenance.
5. Within 30 days of the completed installation, the ESCO must provide mylar, reproducible "as built" and record drawings of all existing and modified conditions associated with the project, conforming to typical engineering standards. These should include architectural, mechanical, electrical, structural, and control drawings, and operating manuals.
6. The ESCO will be responsible for maintaining the levels of comfort and service for each building as specified. Persistent failure to maintain the defined climate and lighting conditions will constitute a default.
7. Eligible savings for this project include but are not limited to fuel, electricity (including KWh and demand), water, and sewage. *Any stipulated energy and/or non-energy cost savings that may be attributed to this project will be rigorously reviewed and, if agreed to, will be limited to those that can be thoroughly documented and verified by the ESCO and approved by the Agency.*

Part 2 – Contractual Provisions

Key elements that must be provided for in any contract that the Agency enters into will minimally include the following:

1. The contents of the RFP submission become part of the final contract.
2. The contract must comply with the statutory provisions contained in (§1013.23 F.S. or §489.145 F.S.)
3. The Agency retains final approval over the scope of work and end-use conditions.
4. The ESCO must provide a final schedule of project milestones in a format to be approved by the Agency and include any ongoing equipment servicing provisions. This schedule will become part of the final contract. In the event any milestone or equipment servicing provision is not met as scheduled without prior approval, the Agency reserves the right to consider it as a default and withdraw from all contractual obligations.
5. The ESCO will be required to carry an appropriate level of insurance for both the construction and operations phases of the project. Certificates of all required insurance will be filed with the Agency prior to commencement of work. ESCO shall ensure that the Agency is listed as "Additional Insured" under the "Commercial General Liability" policy in compliance with the statutes of the State of Florida. The ESCO will show proof of or proof of the ability to obtain Worker's compensation insurance to comply with Florida Statutes.
6. The ESCO will be required to provide a 100 percent public construction bond in a form satisfactory

to the Agency, containing all obligations required by Florida Law and executed by a surety company satisfactory to the Agency and licensed to do business in Florida.

7. The Agency must have access to inspect, test, and approve both the work conducted in the facility, during construction and operations and to the books, records, and other compilations of data which pertain to the performance of the provisions and requirements of this agreement. Records shall be kept on a generally recognized accounting basis, and calculations kept on file in legible form.
8. The ESCO will be required to fully disclose all costs and fees associated with this project including audit, design, engineering, equipment, installation, financing, commissioning, monitoring, overhead, profit, etc.
9. The repayment obligation and term of the financing for this project must be arranged to coincide with the acceptance by the Agency that the project is fully installed and functioning.
10. All drawings, reports, and materials prepared in performance of the contract shall become the property of the Agency and shall be delivered to them as needed or within 30 days of the completion of construction.
11. The ESCO agrees to secure all necessary licenses and permits prior to award and agrees to comply with all Federal and state laws, in any manner affecting the work described in this RFP. All work completed under this contract must be in compliance with all building codes and appropriate accreditation, certification, and licensing standards.
12. The contract must contain a mutually agreeable clause whereby unanticipated changes in occupancy or use can be accommodated in a fair manner for both parties.
13. At contract expiration, the Agency will have the option to renegotiate the contract or terminate if without penalty.

Any person submitting a proposal in response to this invitation certifies that they are aware of, and in compliance with, all requirements under §287.133 F.S. on Public Entity Crimes. Prior to award, the recommended ESCO may be required to submit a sworn statement attesting to compliance with said statute.

Attachments D & E – ESCO Profile Form & ESCO Qualifications and Approach to Project

One (1) original unbound and six (6) copies of Attachments D & E must be sent to the following address no later than 2:00 p.m., Eastern Standard Time, on Friday, December 16, 2016:

Suwannee County School Board
Attn: Vickie DePratter, Chief Financial Officer
702 2nd St. NW
Live Oak, Florida 32064

Companies are required to submit only four (4) copies of the following documents:

Sample Investment Grade Energy Audit
Sample Savings Measurement and Verification Plan
Sample Project Commissioning Plan
Sample Maintenance Plan

Sample Customer Savings Report
Audited Financial Statements

Please label your submission as follows:

Re: Response to RFP – Energy Performance Contracting Program

From: (Firm Name)_____

(Address)_____

(City)_____ (State)_____ Zip_____

(Phone)_____ Fax_____

(Contact Person)_____ (Title)_____

Attachment D: ESCO Profile Form

NOTE: If this project is proposed to be implemented as a joint venture or partnership, Attachment D should be completed for each firm, including client references for energy performance contracting projects implemented by each firm.

Firm Information

1a. Firm Name_____

Business Address_____

City_____ State_____ Zip Code_____

1b. Names and Titles of Two Contact People

name_____ (phone_____)

name_____ (phone_____)

1c. Submittal is for

___ parent company (list any division or branch offices to be involved in this project)

___ division (attach separate list if more than one is to be included)

___ subsidiary

___ branch office_____

Name of entity: _____

Address: _____

2. Date prepared_____

3. Type of firm: ___ corporation ___ partnership ___ sole ownership ___ joint venture

4. Federal employer identification number_____

5. Year firm was established_____

6. Name and address of parent company, if applicable_____

7. Former firm name(s), if applicable _____

8. Indicate if your firm is a recognized minority business enterprise ____ Yes ____ No

9. Five Year Summary of Contract Values for Energy Performance Contracting Projects:

2015: \$ _____ (to date) 2012: \$ _____

2014: \$ _____ 2011: \$ _____

2013: \$ _____

NOTE: All questions must be addressed by the ESCO in order for this qualification form to be properly completed. Failure to answer any question, or comply with any directive contained in this form may be used by the Agency as grounds to find them ineligible. If a question or directive does not pertain to your organization in any way, please indicate that fact with the symbol N/A. For additional space attach 8-1/2" x 11" sheets and indicate reference number (i.e., 12a, 12b, etc.) to correspond with each question.

Corporate Background/Historical Data

10a. How many years has your firm been in business under its present business name? Years

10b. Indicate all other names by which your organization has been known and the length of time known by each name.

10c. How many years has your firm been involved in energy-related business? Years

10d. Indicate the number of all energy performance contracting projects implemented by and currently under contract with your firm. Limit your response to ONLY those projects that have been managed directly by the specific branch, division, office or any individual in such branch, division or office that will be specifically assigned to this project. Attach additional sheets as necessary.

10e. Please identify all states in which your firm is legally qualified to do business.

Personnel Information

11a. Please indicate the number of full time personnel employed by your firm and the percent available to work on this project.

11b. Briefly describe the relevant experience, qualifications and educational background for each individual team member assigned to this project using the format provided on the following page. Do not include individual resumes in lieu of this information.

Personnel Information	
Name of project team member:	
Current job title: Job Responsibilities: Number of years with ESCO: Primary office location:	
Employment History Company name: Primary job responsibilities: Number of years with firm:	
Educational Background List all academic degrees, certifications, professional affiliations, relevant publications and technical training.	
List all energy performance contracting projects this individual has been involved with during the past five years; include project location, type of facilities, year implemented and dollar value of installed project costs.	
Describe the specific role and responsibilities this individual had for each listed project.	
Provide a detailed description of the role and responsibilities this individual will have for the duration of this project.	
Describe any other relevant technical experience.	
Indicate the total years of relevant energy-related experience for this individual.	

11c. Submit an organizational chart that clearly identifies the roles and relationships of all key team members.

11d. Please certify that your company does not owe the State of Florida any taxes.

11e. Please certify that your company is not currently under suspension or debarment by the State of Florida, any other state, or the federal government.

11f. Please identify your firm's legal counsel for this project. Give the name and address of the primary individual responsible for contract negotiation.

Financial References

12a. Please attach a financial statement or annual report for each of the last three years.

12b. Please attach the most recent year-ending *Statement of Financial Conditions*, including balance sheet and income statement, dated within twelve months of filing this ESCO Profile Form.

12c. Please provide the name, address, and the telephone number of firm(s) that prepared Financial Statements:

Project History

13a. Using the following forms, list at least three (3) energy performance contracting projects currently under contract with your firm that are in repayment with at least one full year's worth of saving data. *Limit your response to ONLY those projects that have been managed directly by the specific branch, division, office or any individual in such branch, division or office that will be specifically assigned to this project.* Projects with installed costs of less than \$500,000.00 or single technology projects (e.g. lighting only, controls only, etc.) will not be considered. Attach additional sheets as necessary. Please put an asterisk by those project references involving buildings similar to the building(s) described in the technical appendices. All information is **required**.

Project History	
Project Name and Location	
Type of Facility(s)	
Project Dollar Amount (installed project costs)	
Primary ECMs Installed	
Construction Start Date Date of Completion	
Construction Start & End Dates	
Dollar Value of Projected Energy Savings	
Dollar Value and Type of Annual Operational Cost Savings (if applicable) (e.g., outside maintenance contracts, material savings, etc.)	
Method(s) of Savings Measurement and Verification	
Identify all ESCO personnel associated with this project and their specific role(s) and responsibility(s)	
Provide current and accurate telephone and facsimile numbers of the owner(s) representatives with whom your firm did business on this project. You should Ensure that all representatives are familiar with this project.	

For each project described above, complete the following table:

Annual Energy Savings

Name of Project: _____ Name of ESCO: _____

	Projected	Guaranteed	Achieved				
			Year 1	Year 2	Year 3	Year 4	Year 5
KWH							
KW							
Therms							
Water Gallons							
Other (Specify)							

Annual Energy Savings

Name of Project: _____ Name of ESCO: _____

	Projected	Guaranteed	Achieved				
			Year 1	Year 2	Year 3	Year 4	Year 5
KWH							
KW							
Therms							
Water Gallons							
Other (Specify)							

Authorization

14a. Dated at _____ this _____ day
of _____ 20 _____.

Name of Organization: _____

By _____

Title _____

Notary Statement

15a. Mr./Ms. _____ being duly sworn deposes and says that he/she is
the _____ of _____,

Contractor(s), and that answers to the foregoing questions and all statements therein contained
are true and correct.

15b. Subscribed and sworn before me this _____ day of _____ 20 _____.

Notary Public _____

My Commission Expires: _____

Attachment E: ESCO Qualifications and Approach to Project

Please provide answers to each category listed below. Provide your responses on 8-1/2" x 11" sheets of paper and number and title each answer to the corresponding category. A table of contents should be included and all pages in your response to this attachment numbered sequentially. Proposals shall be limited to no more than 30 single-sided pages and font size no smaller than 10 point. Attachment E (the ESCO Profile Form), the *Sample Investment Grade Energy Audit*, *Customer Savings Report*, *Sample Commissioning Plan*, *Sample Measurement and Verification Plan*, *Sample Maintenance Plan*, and *Company Financial Reports* do not count toward the page limit. Proposals will be evaluated in light of the material and substantiating evidence presented in the proposal and not on the basis of what is inferred.

1. General Approach

1.1 Project Summary (not to exceed 2 pages)

Summarize the *Scope of Services* (design, financial, operations, maintenance, training, etc.) that would be offered by your firm for this project. Please include a brief description of your firm's *Approach to Project Management* and the *Specific Benefits* to the Agency.

1.2 Training Provisions

Please describe your firm's capabilities and proposed approach to provide technical training for the Agency's facility personnel. Please describe your firm's involvement in developing training manuals for facility staff and indicate any specific areas of training you may likely recommend for this project. Please describe your firm's approach to implementing and measuring the savings associated with behavior modification strategies.

1.3 Cost of Audit

Estimate the total cost of the investment-grade technical energy audit to the Agency, if no contract is negotiated.

1.4 Energy Baseline Calculation Methodology and Measurement and Verification Plan

Describe the methods used to compute baseline energy use. Describe any computerized modeling programs used by your firm to establish baseline consumption. Please summarize procedures, formulas, and methodologies including any special metering or equipment your firm will use to measure and calculate energy savings for this project. Describe the methods used to adjust the guaranteed level of savings from any material changes that occur due to factors such as weather occupancy, facility use changes, etc. Provide a *project-specific Measurement and Verification Plan*. Indicate any operational cost savings opportunities and how such savings are to be identified, documented, and measured. Describe your firm's proposed approach to treatment of savings achieved during construction and how those savings will be documented and verified.

1.5 ESCO Fee Calculation

Please describe the methods for calculating your firm's fees as a function of the project's energy saving performance. Please describe the specific services your firm will be paid for over the contract term. Describe the method by which you will be paid for those services and how often payments will be made. Describe your firm's overhead, profit, and pricing policies for these types of projects.

1.6 Savings Guarantee Calculations

Please provide a copy of your firm's savings guarantee language and describe your approach to the annual reconciliation of savings. Describe your procedures and schedule for measuring the project's financial performance, and how the guarantee provisions work in the event that project results vary from projections. Describe your firm's methodology for establishing the guarantee of the project's financial performance.

1.7 Sample Customer Savings Report

Please describe your firm's standard billing procedures and attach a *sample Customer Savings Report* from a completed energy performance-contracting project currently in repayment.

1.8 Provision of Financing

Please briefly describe the types of financing arrangements used by your firm for past performance contracting projects. Describe your firm's preferred approach to providing or arranging financing for this project including a description of the source of funds and the potential dollar amounts currently available to your firm to finance these types of projects. Please indicate what representative interest rates may be available, financing terms, and other variable economic factors associated with each method that you are aware of at the time of this submission.

1.9 Investment Grade Technical Energy Audit

Please give a general description of your technical auditing and analysis procedures and any anticipated involvement of the Agency personnel in the provision of technical data and/or other support required or to be requested for the audit phase of this project.

2. Site Specific Approach

2.1 Technical Site Analysis

Based on your preliminary assessment of the Agency's facilities and information provided, please describe any equipment modifications, installations or replacements at the facilities that your company would consider installing as a part of this project. Please discuss site conditions, status of building systems, and needs of the Agency.

2.2 Equipment Maintenance Services

Please describe any major changes in operations or maintenance for the facility that your company foresees based on your site visit and the types of maintenance services likely to be included in this project. Please address how you would approach the role of the Agency's personnel in performing maintenance on existing and new equipment. Please discuss the relationship of maintenance services to the savings guarantee, any required length of the maintenance agreement and what impact termination of maintenance, prior to the end of the contract term, would have on the savings guarantee. Please submit a sample *Maintenance Plan* from a completed project that is similar in size and scope.

2.3 Project Commissioning

Please describe your firm's approach to equipment commissioning. Please provide a sample *Commissioning Plan* from a completed performance contract implemented by your firm.

2.4 Construction Planning

Please describe your firm's proposed approach to scheduling and completion of work required to implement a performance contract in the Agency's facility(s).

Attachment F: List of Facilities

BRANFORD ELEMENTARY SCHOOL (PreK-5)

26801 SR 247
Branford, FL 32008
Total Square Footage: 85,978

BRANFORD HIGH SCHOOL (6-12)

405 NE Reynolds
Branford, FL 32008
Total Square Footage: 115,604

RIVER OAK TECHNICAL COLLEGE (9-12 & Adult)

415 Pinewood Drive, SW
Live Oak, FL 32064
Total Square Footage: 64,828

SUWANNEE COUNTY SCHOOL DISTRICT OFFICE

702 2ND Street NW
Live Oak, FL 32064
Total Square Footage: 13,131

SUWANNEE ELEMENTARY SCHOOL (2-3)

1748 S. Ohio/MLKJr. Ave.
Live Oak, FL 32064
Total Square Footage: 94,302

SUWANNEE HIGH SCHOOL (9-12)

1314 Pine Avenue, SW
Live Oak, FL 32064
Total Square Footage: 175,732

SUWANNEE INTERMEDIATE SCHOOL (4-5)

1419 Walker Avenue, SW
Live Oak, FL 32064
Total Square Footage: 62,037

SUWANNEE MIDDLE SCHOOL (6-8)

1730 Walker Avenue, SW
Live Oak, FL 32064
Total Square Footage: 130,159

SUWANNEE PRIMARY SCHOOL (PreK-1)

1625 Walker Avenue, SW
Live Oak, FL 32064
Total Square Footage: 97,824