

# Request for Proposal (RFP) Performance Contracting and Purchase of Related Goods

Released by:  
Southern Educational Services Cooperative (SESC)

Due Date:  
**Thursday, June 13, 2019**  
**By 4:00pm Eastern Standard Time**

Submit to:

Jason Butcher – Chief Administrator  
214 N. Kanawha Street Beckley, WV 25801  
[jbutcher@k12.wv.us](mailto:jbutcher@k12.wv.us)  
681-207-7110

## Request for Proposal (RFP)

### I. Purpose:

The purpose of this RFP is to solicit proposals from vendors to contract for performance contracting and purchasing of goods for energy efficiency. This service will allow for counties to become more energy efficient via updated HVAC systems, new lighting, windows and or other building supplies necessary to create an energy savings for use during the 2019-2020 school year. The vendor must be able to:

1. Demonstrate the ability to provide guaranteed energy and water savings performance contracting services
2. Demonstrate the ability to provide procurement of energy savings goods and products directly or through cooperative methods.

3. Show at least 1 billion dollars in Performance Contracting Revenue around the United States
4. Provide evidence of office in West Virginia
5. Provide resume of work in educational sector in West Virginia
6. Show evidence of NAESCO Certification

II. **Background:**

In order to create savings via more efficient systems, and provide financing of these updates via a performance contracting system for our member counties and other customers, the SESC seeks a vendor to provide performance contracting and the purchasing of goods for energy efficiency measures.

III. **Special Conditions:**

**Timelines**

RFP release date: June 6, 2019  
RFP due date: June 13, 2019  
Review dates: June 13, 2019 – June 16, 2019  
Date for announcing approval: June 17, 2019

- SESC reserves the right to reject any or all bids if they do not serve the needs of the students.
- Proposals will be received at (include RFP contact name, title, street address, email address and phone number).
- Proposals may be mailed via U.S. Postal Service, delivered via courier, hand-delivered, or emailed. Fax proposals will not be accepted.
- Proposals should include administrative fee offered to the SESC by the interested company
- It shall be the bidder's responsibility to ensure that bids will arrive in the SESC office prior to the scheduled bid opener. Late submissions will not be accepted and will remain unopened.

**Quality Assurance**

A signed Memorandum of Understanding/ Agreement (MOU / MOA) between the SESC and successful bidder will be required. This agreement will establish roles and responsibilities and ensure adherence to project guidelines. The successful bidder must be prepared to comply with and assist the counties in which they provide services in complying with West Virginia State Board of Education Policies including providing any instructional materials that may be necessary to obtain course approval.

**Equipment**

All equipment, upon purchase, is the sole property of the counties in which the service was provided and will not be returned upon termination of the agreement by either party or at the end of the partnership.

**Technical Assistance**

Technical Assistance will be provided as needed throughout the application process. For questions regarding eligibility, establishing program guidelines, etc. should contact: Jason Butcher – Chief Administrator 214 N. Kanawha Street Beckley, WV 25801 or via email at: [jlbutcher@k12.wv.us](mailto:jlbutcher@k12.wv.us)