



**SOLICITATION INFORMATION SHEET**  
**PROFESSIONAL SERVICES – ARCHITECT/ENGINEER**  
**REQUEST FOR STATEMENT OF QUALIFICATIONS**

The University of Connecticut is accepting Statement of Qualifications for:

**RFQ RELEASE DATE:** March 25, 2024

**PROJECT NUMBER:** SK011824

**PROJECT NAME:** Energy Savings Performance Contract Phase 2

**PROJECT LOCATION:** Storrs Campus, Storrs, CT

**PROCUREMENT AGENT:** Shamona Kamm, [shamona.kamm@uconn.edu](mailto:shamona.kamm@uconn.edu) , (860)486-5797

**INTENT OF THIS SOLICITATION:** The purpose of this Request for Qualifications (“RFQ”) is to solicit experienced and qualified Energy Services companies to provide a full range of energy services and energy related capital improvement to reduce greenhouse gases, water and energy consumption and accelerate carbon mitigation towards our 2030 Carbon Neutral Goal.

**LOCATION OF THIS SOLICITATION:** Submit a Statement of Qualifications (“Proposal”) for this solicitation through the HuskyBuy Portal:

<https://bids.scquest.com/apps/Router/PublicEvent?CustomerOrg=UConnFullSuite>.

**SBE/MBE PARTICIPATION:** The University of Connecticut is committed to providing a professionally inclusive environment within which small and minority businesses are encouraged to participate in the procurement experience. As such, we encourage participation by Small (SBE) businesses, Minority-Owned (MBE) businesses, Woman-Owned (WBE) businesses, and businesses owned by persons with a disability (DisBE), certified as such by the Connecticut’s Department of Administrative Services Supplier Diversity Division. For further information, visit: <https://portal.ct.gov/DAS/Services/Licensing-Certification-Permitting-and-Codes/Small-Minority-Business-Center>. To learn about the University of Connecticut’s Supplier Diversity Program, visit: <https://supplierdiversity.ubs.uconn.edu>. Additionally, the University encourages Connecticut-based businesses to participate in this public solicitation process.

**CRITICAL DATES:**

Pre-Proposal Conference Date and Time	<b>April 2, 2024</b>	<b>1:00 PM</b>
Pre-Proposal Conference Location	<b>The Pre-Proposal Conference will be held as a virtual video conference. A link for the virtual</b>	

**video conference will be provided upon request.  
Please send all requests to the Procurement  
Agent listed for this solicitation.**

Q&A (RFI) Due Date and Time

**April 9,2024**

**2:00 PM**

Proposal Due Date and Time

**April 18, 2024**

**2:00 PM**

**PRE-PROPOSAL CONFERENCE:** During the Pre-Proposal Conference, the RFQ and Scope of Work will be discussed. There also will be an opportunity to view existing conditions (if applicable). The Pre-Proposal Conference is not mandatory, however, interested Proposers are strongly encouraged to attend.

**REQUEST FOR INFORMATION QUESTIONS:** All Requests for Information (“RFI”) questions are to be posted under the Q&A Board Tab in the HuskyBuy sourcing event for this Solicitation. No phone calls or RFI questions emailed directly to the Procurement Agent will be accepted.

**CLARIFICATIONS, ADDENDA, and INTERPRETATIONS:** Proposers shall promptly notify the University of any ambiguity, inconsistency, or error which they may discover upon examination of the contract documents.

Any and all interpretations of the RFI Responses, contract documents, and supplemental instructions, will be in the form of a clarification/addendum, and posted as part of the HuskyBuy sourcing event. Failure of a Proposer to receive any such clarification/addendum or interpretation shall not release a Proposer from the obligations under its Proposal as submitted.

**CONSIDERATION OF PROPOSALS:** This is a two-part Quality-Based Selection solicitation process. During the first part, a Proposer shall demonstrate, to the satisfaction of the University, that they possess the proven managerial ability, technical ability, financial ability and the integrity, necessary to perform the Scope of Work faithfully and efficiently for this Project, without conflict of interest. Proposals shall be evaluated utilizing the objective technical criteria listed within the RFQ, as well as any additional information obtained from persons or other sources identified in the Proposal with the intent of developing a shortlist of qualified Proposers.

During the second part of the process, the short-listed Proposers are invited to submit a Cost Proposal during the Request for Proposal phase. The University may choose to interview the short-listed Proposers as part of the selection process; however, the Proposer should not assume interviews will be conducted. The technical proposal shall be a “stand-alone” document and may be the sole basis of selection.

**PROJECT SCHEDULE/DURATION:**

- Anticipated Contract Issuance/Notice to Proceed: **July 2024**
- Construction is planned to start: **July 2025**
- Construction Duration: **2 years**

**PROJECT DESCRIPTION/SCOPE OF WORK:** The University seeks Energy Services Companies (Contractor) to conduct investment grade technical energy and water use audit of university facilities per the Department of Energy (DOE) Federal Energy Management Program (FEMP) at the Storrs campus in Storrs, CT. The Contractor will identify energy and water saving improvements, quantify projected energy and water savings, develop a scope of work to include but not limited to the below measures and present an CFPF Facilities Services - RFQ SK011824 Energy Savings Performance Contract Ph.2

estimated Guaranteed Maximum Price for the implementation of the university selected measures. The objective is to obtain a detailed plan to upgrade facilities and infrastructure through a “Guaranteed Energy Savings Contract”. The University reserves the right to add, remove or substitute the selected list of measures and locations at their sole discretion.

Contractor must diligently pursue any federal, state and local utility incentive programs, grants, or assignment of tax benefits that are applicable to this project. Contractors will be required to develop and support submission of all required documentation to meet the requirements of such federal, state and local utility incentive programs, grants or assignment of tax benefits. Detailed information concerning these programs must be obtained directly from the utilities or other sources while including the owner in all communication. The selected Contractor will maximize the usage of all applicable incentives available for this project as directed by the owner. Innovative funding proposals will be considered.

The Contractor will conduct the Investment Grade Technical Energy Audit excluding lighting at the following locations totaling 2.87 million square feet and known as “UCONN ESPC Phase 2 RCx”:

**Table 1 – Building list for ESPC2 RCx**

ESPC PROJECT PHASE II RCx					
Re	Building Code	Name	Gross Sq	Interior SqFt	Year Built
1	0098	BEACH HALL	103,988	50,639	1929
2	0126	WILBUR CROSS BUILDING	112,211	98,765	1939
3	0133	CASTLEMAN BUILDING (ENG. I)	58,992	52,346	1941
4	0172	BUDDS BUILDING	26,478	15,211	1951
5	0213	STUDENT UNION	246,387	191,010	1953
6	0246	John W. Rowe CUE	68,880	58,979	1960
7	0261	SHIPPEE HALL & DINING FACILITY	70,077	63,115	1962
8	0263	MCMAHON HALL & DINING FACILITY	199,991	117,653	1964
9	0295	BUCKLEY HALL	118,756	77,873	1969
10	0325	WATSON HALL, ALUM QUAD 1	50,231	43,591	1966
11	0344	HALE HALL	65,636	53,345	1971
12	0345	ELLSWORTH HALL	65,599	53,847	1971
13	0364	BABBIDGE LIBRARY (HOMER)	387,488	387,141	1978
14	0374	GAMPEL PAVILION	227,814	126,730	1990
15	0418	UCONN CO-OP	63,681	53,574	2002
16	0425	Wilson Hall (South Campus Bldg A)	59,133	51,270	1998
17	0426	ROSEBROOKS HALL (SO CAMPUS BLDG B)	66,883	58,215	1998
18	0427	SNOW HALL (SO CAMPUS BLDG C)	86,783	75,906	1998
19	0428	ROME HALL (SO CAMPUS BLDG D)	70,864	63,725	1998
20	0434	INFORMATION TECHNOLOGY BUILDING	130,026	113,984	2003
21	0442	GARRIGUS SUITES (HILLTOP SUITES)	131,920	112,985	2001
22	0467	BUSBY SUITES (C OAK)	133,961	120,177	2003
23	0480	BURTON FOOTBALL COMPLEX & SHENKMAN	179,874	165,752	2006
			2,725,652		

Alternatives to this grouping will be considered based upon the respondents' best practices, observations and funding costs minimization to achieve the highest value to The University of Connecticut.

**Table 2 – Building list for ESPC2 Lighting**

ESPC PROJECT PHASE II LIGHTING PROJECT					
Ref	Building Code	Name	Gross SqFt	Estimated SqFt Remaining (Non-LED)	Year Built
1	0098	BEACH HALL	103,988	67,544	1929
2	0130	MANCHESTER HALL	28,723	28,723	1940
3	0138	FAMILY STUDIES BUILDING	36,035	36,035	1942
4	0171	WILLIAMS HEALTH SERVICES BUILDING (INFIRMARY)	27,626	27,626	1950
5	0212	RATCLIFFE HICKS BUILDING	32,355	26,855	1951
6	0222	WHITE BUILDING	38,302	31,791	1955
7	0233	DRAMA MUSIC BUILDING	45,300	45,300	1959
8	0234	MUSIC BUILDING (W/ ORCH. BAND)	41,999	41,999	1959
9	0240	JONES BUILDING	25,999	25,999	1959
10	0241	JONES BUILDING ANNEX	7,973	7,973	1959
11	0244	COMMISSARY BAKERY & WAREHOUSE	19,585	19,585	1959
12	0261	SHIPPEE HALL & DINING FACILITY	70,077	63,452	1962
13	0295	BUCKLEY HALL	118,756	97,380	1969
14	0344	HALE HALL	65,636	65,636	1971
15	0345	ELLSWORTH HALL	65,599	64,392	1971
16	0364	BABBIDGE LIBRARY (HOMER)	387,488	318,158	1978
17	0412	MUSIC LIBRARY	32,278	19,367	1999
18	0425	Wilson Hall (South Campus Bldg A)	59,133	59,133	1998
19	0426	ROSEBROOKS HALL (SO CAMPUS BLDG B)	66,883	68,883	1998
20	0427	SNOW HALL (SO CAMPUS BLDG C)	86,783	86,783	1998
21	0428	ROME HALL (SO CAMPUS BLDG D)	70,864	70,864	1998
22	0442	GARRIGUS SUITES (HILLTOP SUITES)	131,920	131,920	2001
23	0461	FOSTER HALL (C OAK VERMONT)	31,411	25,129	2003
24	0462	HOISINGTON HALL (C OAK NEW HAMP.)	37,104	29,683	2003
25	0463	THOMPSON HALL (C OAK MAINE)	31,379	25,103	2003
26	0464	BROWN HALL (C OAK CONNECTICUT)	25,977	20,782	2003
27	0465	HUBBARD HALL (C OAK RHODE ISLAND)	26,339	21,071	2003
28	0466	HOUGH HALL (C OAK MASSACHUSETTS)	26,336	21,069	2003
29	0467	BUSBY SUITES (C OAK)	133,961	93,772	2003
30	0486	OAK HALL	114,023	114,023	2011
31	0487	LAWRENCE D. MCHUGH HALL (LAUREL HALL)	70,259	70,259	2011
32	0505	PETER J. WERTH RESIDENCE TOWER (NEXTGEN)	215,832	215,832	2016
33	1036	NORTHWOOD APARTMENTS, BLDG. 1	6,855	6,512	1955
34	1037	NORTHWOOD APARTMENTS, BLDG. 2	6,856	6,513	1955
35	1038	NORTHWOOD APARTMENTS, BLDG. 3	6,853	6,511	1955
36	1039	NORTHWOOD APARTMENTS, BLDG. 4	6,856	6,513	1955
37	1040	NORTHWOOD APARTMENTS, BLDG. 5	6,856	6,513	1955
38	1041	NORTHWOOD APARTMENTS, BLDG. 6	6,869	6,526	1955
39	1042	NORTHWOOD APARTMENTS, BLDG. 7	6,870	6,526	1955
40	1043	NORTHWOOD APARTMENTS, BLDG. 8	6,856	6,513	1955
41	1044	NORTHWOOD APARTMENTS, BLDG. 9	6,871	6,527	1955
42	1045	NORTHWOOD APARTMENTS, BLDG. 10	6,856	6,513	1955
43	1046	NORTHWOOD APARTMENTS, BLDG. 11	6,856	6,513	1955
44	1047	NORTHWOOD APARTMENTS, BLDG. 12	6,871	6,527	1955
				2,120,328	

**Potential List of Energy Conservation Measures (ECMs)**

UCONN expects the respondents to individually propose innovative ways to reduce current energy and water usage, carbon output, lower operation and maintenance costs and propose creative solutions to infrastructure aging and degradation issues. However, to make the evaluation process somewhat more

objective, and to ease comparison of technical and pricing approaches between the submitted proposals, the respondents shall consider, at a minimum, the following list of ECMs:

1. Replacement of approximately 3,000 linear ft of steam / condensate line, including but not limited to economic analysis, cost reporting and assessment and develop financial bundling suitable for soliciting funding to implement construction of steam and condensate infrastructure repairs and upgrades so that the expenses of such work are offset by the guaranteed energy savings obtained from the other Energy Savings Measures within the contract period of 20 years. Additional information will be provided to the short-listed firms.
2. Provide peer review of UConn provided project documents for an upcoming Steam and Condensate replacement project.
3. Propose solar canopies and battery storage systems for parking lots on the Storrs campus totaling 1.6 million square feet.
4. Water Conservation and Reclaimed Water Usage Expansion;
5. Building envelope evaluation, strip curtains at loading docks, revolving door turnstiles at high traffic entrances;
6. Steam Traps Installation, Repair, Monitoring;
7. Mechanical Room and Steam Pit Pipe Insulation;
8. Weather-stripping;
9. Daylighting control and occupancy control of lighting systems;
10. Modification of chiller plant sequences (local to building);
11. HVAC and control system improvements, including but not limited to testing and balancing, optimization of systems, retro-fitting and retro-commissioning of systems.

**DELIVERABLES:** The Consultant will provide the following deliverables:

1. The investment grade technical energy and water use audit deliverables shall be provided as outlined within the FEMP. The ASHRAE Level 3 Investment Grade Energy Analysis (IGEA) format is required.
2. Design requires Connecticut licensed stamped/sealed specifications/drawings whether self-performed or subcontracted.
3. The Contractor must be in compliance with the UConn Design Standards.
4. All Energy Conservation Measures (ECMs) must indicate return on investment (ROI) and greenhouse gas reduction (GHG) individually and in aggregate for the full proposal.
5. Measurement and verification of performance by an independent third party will be required and must be priced in the proposal to validate the savings guarantee.
6. Owner version control will be provided and the Contractor must use it on all project document deliverables as follows.
  - a. Version / modification log must be added to the cover page of each deliverable document.
  - b. Each deliverable shall utilize a unique filename that includes the date of last modification and version number.
  - c. All pages must have a page number shown on the document.
  - d. All deliverable documents shall have a date stamp and title on the cover page.

**QUALIFICATIONS OF PROPOSER:** All Proposers must provide information/documentation with their submission that demonstrates the following:

- **REQUIRED LICENSES AND CERTIFICATIONS:**

1. Professional Architecture/Engineering Company – Provide a copy of the Company’s License (as per Connecticut General Statutes Section 20-306a and 20-306b). This license must remain effective for so long as the design professional is under contract.
  2. Provide a copy of at least one of each proposed team member’s current Connecticut Professional Architecture and/or Engineering Licenses.
  3. Connecticut licensed Contractor – provide copy of current license(s)
  4. Certified Energy Manager – provide evidence of certification.
  5. LEED-EBOM: LEED Existing Building Operation and Maintenance strategies and ratings to improve operations and maintenance practices. Provide a copy of at least one proposed project team members LEED accreditation.
  6. LEED-NCMR: LEED for New Construction and Major Renovations. Provide a copy of at least one proposed project team members LEED accreditation.
- **FINANCIAL ABILITY:** The Proposer must demonstrate the financial ability and bonding capacity to complete a construction project with a minimum value of at least **\$30 million**. See the *Financial Ability Prequalification Requirements (Rev 080223)* Document for further information.
  - **NARRATIVE OF PROJECT APPROACH:** Prepare a Narrative that demonstrates your Company’s understanding of the Scope of Work for this Project. The Narrative should be no more than **ten (10) pages**. Concisely present an approach that includes the following:
    - a. Technical Approach: Describe your Company’s approach, which demonstrates your understanding of the needs of this Project, including your Company’s process for completing a Scope of Work within a proposed schedule, capability to provide technical energy audits similar to and equal to an ASHRAE Level 3 to evaluate costs and savings of a variety of energy and water-saving measures. Calculate and present existing energy and water consumption, projected post implementation energy and water consumption and ability to describe existing conditions, the proposed modification, impact on maintenance, and a preliminary Measurement and Verification plan.
    - b. Quality Assurance/Quality Control: Describe your Company’s process and procedure for managing and assuring the quality of its documents and those of its sub-consultants.
    - c. Cost Control and Budgeting: Provide your Company’s approach for developing both project and construction cost estimates and managing costs once budgets are developed.
    - d. If submitting as a joint venture, describe the proposed joint venture arrangement between the joint venture partners.
  - **PREVIOUS RELEVANT EXPERIENCE:** Describe the overall qualifications of the Proposer, including background in this field and the services that it provides. Utilize the *Previous Relevant Experience Form, Const-RFQ Rev.JAN-2024* provided with this RFQ. The Proposer shall:
    - a. Provide **3 examples** of projects with design in progress (at least 75% of the design complete) or completed, comparable in size, scope, and similar environment to this Project, completed within the past **10 years with an emphasis on;**
      1. Mechanical: Heating, ventilating and air conditioning (HVAC) systems, energy management and control systems, domestic hot water systems, distribution systems, etc.
      2. Central Plants: Distribution systems, Cogeneration systems, Reclaimed Water systems, Potable Water systems, Water Pollution Control systems, Utility Dispatch Decision Systems, etc.
      3. Lighting: Indoor and outdoor lighting systems and control strategies
      4. Electrical: Distribution Systems, Transformer replacements, Power Factor correction, etc.

5. Building Envelope: Windows, insulation, weatherization, etc.
  6. Specialty: Laundry equipment, kitchen equipment, renewable energy systems including PV, solar canopies, solar thermal, ground source heat pumps, and wind power
  7. Water and Sewage: Automatic controls, low-flow faucet aerators, low-flow toilets, cooling tower modifications, and irrigation system controls or modifications.
- b. For a project to be considered, it must have a minimum value of **\$10 million**. A detailed description of the work performed and how it relates to the Scope of Work outlined in the RFQ shall be included.
  - c. The Proposer shall highlight Proposer's experiences with its sub-consultants and their successful projects together.
  - d. **Note: Only provide the required number of examples listed in this section and only one (1) assignment performed for UConn may be included as part of your Proposal.**
  - e. Examples with any information on the Form stated as "confidential" will not be considered.
  - f. Projects that are in progress shall include an estimated date of completion. Projects that state "tbd", "on-going", "active", or "in progress" instead of an actual date may not be considered.
  - g. If a joint venture is proposed, provide project examples demonstrating that the joint venture partners have worked together. Include a description and percentage of the work performed by each joint venture partner.
- **PROPOSED TEAM QUALIFICATIONS:** The Proposer must demonstrate the ability to staff the Project with high quality, experienced personnel. Describe the qualifications and responsibilities of the key personnel who will be assigned to the Project including their experience on similar assignments and their specific responsibilities for the proposed Project. Utilize the *Resume for Proposed Key Personnel Const-RFQ Rev.JAN-2024* provided with this RFQ.
- a. Resumes are required for the following positions: Principal, Project Architect, Project Engineer, **Energy Efficiency Engineer, Measurement and Verification Engineer, Construction Manager, Project Manager.**
  - b. Sub-Consultants (as applicable): The Proposal shall include resumes for key project team personnel for any subconsultants the Proposer deems necessary to complete the project.
  - c. Note: Project relevant experience included on individual resumes must adhere to the criteria listed in the *Previous Relevant Experience* section above (relevancy, timeframe, and confidentiality rules) to be considered. In addition, if a UConn project is included as part of the Proposer's project examples in the Previous Relevant Experience section, no additional UConn projects may be included on individual resumes.
  - d. Provide an Organizational Chart that identifies the primary team members' roles, including any subconsultants for this Project. **Note:** if the Company's Organizational Chart lists additional roles from those that are listed in "a" above, then the Company may also provide a resume for each additional role. However, only provide resumes for the key project team; do not include resumes for personnel not assigned to the team.

**MISCELLANEOUS REQUIRED DOCUMENTS:** The Proposal shall include the following documents:

- a. **Supplier Diversity Certificate:** If certified, provide your Company's current Supplier Diversity Certificate issued by the Connecticut Department of Administrative Services.
- b. **Joint Venture Agreement:** If a joint venture is proposed, provide the Joint Venture Agreement.

**Note:** During the Request for Proposal phase, the short-listed Proposers will be required to submit a copy of their current Certificate of Legal Existence or Authorization from the CT Secretary of State (or copy of the Application submitted to the State of Connecticut). No information is required during the RFQ

phase.

**CONTRACT:** A draft of the contract will be provided to the short-listed firms in the RFP phase.

**JOINT VENTURE:** If submitting as a joint venture, a new HuskyBuy Vendor Profile must be created with the joint venture company name and the Proposal must be submitted under this profile; it cannot be submitted under one of the joint venture partners' profile.

***End of Solicitation Information Sheet***