SECTION L - INSTRUCTIONS, CONDITIONS, AND NOTICES TO OFFERORS

L.1 FAR 52.252-1 SOLICITATION PROVISIONS INCORPORATED BY REFERENCE (JUN 1988)

This solicitation incorporates one or more solicitation provisions by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available.

FEDERAL ACQUISITION REGULATION (48 CFR CHAPTER 1) SOLICITATION PROVISIONS:

FAR Clause No.	Clause Name
52.215-8	Amendments to Solicitations (DEC 1989)
52.215-9	Submission of Offers (FEB 1997)
52.215-10	Late Submissions, Modifications, and Withdrawals of Proposals (FEB 1997)
52.214-34	Submission of Offers in the English Language (Apr 1991)
52.214-35	Submission of Offers in U.S. Currency (Apr 1991)
52.215-13	Preparation of Offers (Apr 1984)
52.215-33	Order of Precedence (Jan 1986)
52.215-34	Evaluation of Offers for Multiple Awards (Mar 1990)
52.215-38	Preparation of Offers-Construction (Jan 1991)
52.222-24	Preaward On-site Equal Opportunity Compliance Review (Apr 1984)
52.216-27	Single or Multiple Awards

L.2 CONSECUTIVE NUMBERING (APR 1984)

Due to automated procedures employed in formulating this document, provisions contained within it may not always be consecutively numbered.

L.3 CONTENT OF RESULTING CONTRACT (NOV 1987)

Any contract awarded as a result of this solicitation will contain PART I - The Schedule, PART II - Contract Clauses, and PART III - List of Documents, Exhibits and Other Attachments. Blank areas appearing in these sections, indicated by "[ ]", will be filled in by the Contract Specialist after negotiations have been completed.

L.4 DOE ISSUING OFFICE MAILING ADDRESS AND POINT OF CONTACT (MAR 1997)

U.S. Department of Energy
Oak Ridge Operations
Procurement and Contracts Division
P.O. Box 2001
Oak Ridge, TN 37831

Point of Contact: Angela P. Hart
Telephone No.: 423-576-0999
Fax: 423-241-2549
Email: hartap@oro.doe.gov

L.5 52.215-5 SOLICITATION DEFINITIONS. (JUL 1987)

"Government" means United States Government.

"Offer" means proposal in negotiation.

"Solicitation" means a request for proposals (RFP) or a request for quotations (RFQ) in negotiation.

L.6 52.215-7 UNNECESSARILY ELABORATE PROPOSALS OR QUOTATIONS. (APR 1984)

Unnecessarily elaborate brochures or other presentations beyond those sufficient to present a complete and effective response to this solicitation are not desired and may be construed as an indication of the offeror's or quoter's lack of cost consciousness. Elaborate art work, expensive paper and bindings, and expensive visual and other presentation aids are neither necessary nor wanted.

L.7 AMENDMENT OF THE SOLICITATION (APR 1984)

The only method by which any term of this solicitation may be modified is by an express, formal amendment to the solicitation generated by the issuing office. No other communication made at any scheduled preproposal conference or subsequent discussions, whether oral or in writing, will modify or supersede the terms of this solicitation. Receipt of an amendment to a solicitation by an offeror must be acknowledged in accordance with the solicitation provision "Amendments to Solicitations." Such acknowledgment must be received prior to the hour and date specified for receipt of offers.

Any amendments to this solicitation (prior to submission of offers) generated by the issuing office will be provided on the Internet at the Oak Ridge Operations Office, Procurement and Contracts Division home page under "Current Solicitations" address: http://www.doe.gov/procurement/oro_home.html. It will be the responsibility of the offeror to routinely examine the specified home page for any amendments that may be issued on this solicitation prior to submission of offer.

L.8 52.215-19 PERIOD FOR ACCEPTANCE OF OFFER (APR 1984)

In compliance with the solicitation, the offeror agrees, if this offer is accepted within 210 calendar days from the date specified in the solicitation for receipt of offers, to furnish any or all items on which prices are offered at the price set opposite each item, delivered at the designated point(s), within the time specified in the Schedule.

L.9 TIME, DATE AND PLACE PROPOSALS ARE DUE (MAY 1997)

Mailed proposals shall be marked as follows:

FROM: _____
_____
_____

MAIL TO:

U. S. Department of Energy
Oak Ridge Operations Office
P.O. Box 2001
Oak Ridge, Tennessee 37831-8759
ATTN: Angela P. Hart

SOLICITATION NO. DE-RP05-97OR22586

DUE 4:00 July 1, 1997

(Time) (Date)

NOTICE TO DOE MAIL ROOM: DO NOT OPEN. THIS IS A PROPOSAL UNDER THE ABOVE IDENTIFIED SOLICITATION.

Handcarried proposals shall be marked as follows:

FROM: _____
_____
_____

HAND CARRY TO:

U. S. Department of Energy
Oak Ridge Operations Office
200 Administration Road
Oak Ridge, Tennessee 37830
ATTN: Angela P. Hart

SOLICITATION NO. DE-RP05-97OR22586

DUE 4:00 July 1, 1997

(Time) (Date)

NOTICE TO DOE MAIL ROOM: DO NOT OPEN. THIS IS A PROPOSAL UNDER THE ABOVE IDENTIFIED SOLICITATION.

a. All proposals are due NO LATER THAN 4:00 local prevailing time on July 1, 1997. (CAUTION: See the proposal submission instructions, including the provision describing treatment of late submissions, modifications and withdrawals of proposals.)

b. The offeror assumes the full responsibility of insuring that the offer is received at the place and by the date and time specified in this solicitation.

c. It may not be possible to handcarry the package(s) outside of the hours 8:00 to 5:00 workdays. Delivery to any other location may result in late receipt of the proposal and is strongly discouraged.

d. Item samples, if required, must be submitted within the time specified for receipt of offers. Unless otherwise specified in the solicitation, these samples shall be (1) submitted at no expense to the Government and (2) returned at the sender's request and expense, unless they are destroyed during preaward testing.

L.10 RESERVED

L.11 RESERVED

L.12 52.215-12 RESTRICTION ON DISCLOSURE AND USE OF DATA. (APR 1984)

Offerors or quoters who include in their proposals or quotations data that they do not want disclosed to the public for any purpose or used by the Government except for evaluation purposes, shall -

(a) Mark the title page with the following legend:

"This proposal or quotation includes data that shall not be disclosed outside the Government and shall not be duplicated, used, or disclosed - in whole or in part - for any purpose other than to evaluate this proposal or quotation. If, however, a contract is awarded to this offeror or quoter as a result of - or in connection with - the submission of this data, the Government shall have the right to duplicate, use, or disclose the data to the extent provided in the resulting contract. This restriction does not limit the Government's right to use information contained in this data if it is obtained from another source without restriction. The data subject to this restriction are contained in sheets _____ (insert numbers or other identification of sheets)"; and

(b) Mark each sheet of data it wishes to restrict with the following legend:

"Use or disclosure of data contained on this sheet is subject to the restriction on the title page of this proposal or quotation."

L.13 52.215-14 EXPLANATION TO PROSPECTIVE OFFERORS. (APR 1984)

Any prospective offeror desiring an explanation or interpretation of the solicitation, drawings, specifications, etc., must request it in writing soon enough to allow a reply to reach all prospective offerors before the submission of their offers. Oral explanations or instructions given before the award of the contract will not be binding. Any information given to a prospective offeror concerning a solicitation will be furnished promptly to all other prospective offerors as an amendment of the solicitation, if that information is necessary in submitting offers or if the lack of it would be prejudicial to any other prospective offerors.

L.14 52.215-15 FAILURE TO SUBMIT OFFER. (JUL 1995)

Recipients of this solicitation not responding with an offer should not return this solicitation, unless it

specifies otherwise. Instead, they should advise the issuing office by letter, postcard, or established electronic commerce methods, whether they want to receive future solicitations for similar requirements. If a recipient does not submit an offer and does not notify the issuing office that future solicitations are desired, the recipient's name may be removed from the applicable mailing list.

L.15 52.215-16 CONTRACT AWARD. – ALTERNATES I AND II (OCT 1995)

(a) The Government will award a contract resulting from this solicitation to the responsible offeror whose offer conforming to the solicitation will be most advantageous to the Government, cost or price and other factors, specified elsewhere in this solicitation, considered.

(b) The Government may (1) reject any or all offers if such action is in the public interest, (2) accept other than the lowest offer, and (3) waive informalities and minor irregularities in offers received.

(c) The Government intends to evaluate proposals and award a contract without discussions with offerors (except communications conducted for the purpose of minor clarification). Therefore, each initial offer should contain the offeror's best terms from a cost or price and technical standpoint. However, the Government reserves the right to conduct discussions if later determined by the Contracting Officer to be necessary.

(d) The Government may accept any item or combination of items, unless doing so is precluded by a specific limitation in the solicitation or offer.

(e) A written award or acceptance of offer mailed or otherwise furnished to the successful offeror within the time for acceptance specified in the offer shall result in a binding contract without further action by either party. Before the offer's specified expiration time, the Government may accept an offer (or part of an offer, as provided in paragraph (d) above), whether or not there are negotiations after its receipt, unless a written notice of withdrawal is received before award. Negotiations conducted after receipt of an offer do not constitute a rejection or counteroffer by the Government.

(f) Neither financial data submitted with an offer, nor representations concerning facilities or financing, will form a part of the resulting contract. However, if the resulting contract contains a clause providing for price reduction for defective cost or pricing data, the contract price will be subject to reduction if cost or pricing data furnished is incomplete, inaccurate, or not current.

(g) The Government may determine that an offer is unacceptable if the prices proposed are materially unbalanced between line items or subline items. An offer is materially unbalanced when it is based on prices significantly less than cost for some work and prices which are significantly overstated in relation to cost for other work, and if there is a reasonable doubt that the offer will result in the lowest overall cost to the Government, even though it may be the low evaluated offer, or it is so unbalanced as to be tantamount to allowing an advance payment.

(h) The Government may disclose the following information in post-award debriefings to other offerors: (1) the overall evaluated cost or price and technical rating of the successful offeror; (2) the overall ranking of all offerors, when any ranking was developed by the agency during source selection; (3) a summary of the rationale for award; and (4) for acquisitions of commercial end items, the make and model of the item to be delivered by the successful offeror.

L.16 52.216-1 TYPE OF CONTRACT. (APR 1984)

The Government contemplates award of an Indefinite Delivery, Indefinite Quantity (IDIQ) type contract resulting from this solicitation.

L.17 INTENTION TO PROPOSE (APR 1984)

Please review this solicitation. To enable us to anticipate the number of submissions to be evaluated, please complete the information in the Intention to Propose, Attachment E, Section L and mail to the address shown on the attachment by the earliest practical date.

L.18 FALSE STATEMENTS (NOV 1987)

Proposals must set forth full, accurate, and complete information as required by this solicitation (including attachments). The penalty for making false statements in proposals is prescribed in 18 U.S.C. 1001.

L.19 EXPENSES RELATED TO PROPOSAL OR BID SUBMISSIONS (APR 1984)

This solicitation does not commit the Government to pay any costs incurred in the submission of any proposal or bid, or in making necessary studies or designs for the preparation thereof or to acquire or contract for any services.

L.20 SITE TOUR PLAN

Offerors are invited to inspect the two sites used as the basis for this solicitation. The purpose of the site visit is only to satisfy offerors regarding all general and local conditions that may effect the cost of contract performance. No questions will be answered at the site tours. All questions generated as a result of participating in the site tours shall be submitted in writing in accordance with Section L.39. Since all site specific proposals are based solely on the site data packages provided by the Government any descrepancies between the site and the data package will be settled by the information in the data package. Offerors shall only propose ECMs in the required technology categories by building specified in the site data packages. Proposals on other opportunities observed during the site tours are not requested and will not be evaluated. In no event shall failure to inspect the site constitute grounds for a claim after contract award.

Tours of the two sites will be conducted on the following schedule:

US Coast Guard Station, Elizabeth City NC	June 10th, 1997
NASA Kennedy Space Center, Florida	June 11th, 1997

The necessary number of tours will be held at each site in order to accommodate all offerors. No other site visits, and no contact with site personnel, will be allowed. Offerors planning to attend the site tours must complete the tour request form found in Attachment D referenced in Section L of this solicitation. As instructed in the tour request directions, offerors must complete the request form and fax it to the tour coordinator. All tour requests must be received by May 30th, 1997 to allow time for final arrangements.

L.21 PROJECT SITE DATA PACKAGES

The site data packages, as well as additional materials, comprise the "Department of Energy Southeast SUPER ESPC Solicitation Library". The entire library is provided in hardcopy format as follows:

Site Data Package (SDP) – U.S. Coast Guard Support Center, Elizabeth City NC:
- SDP Text – hardcopy
- SDP Spreadsheet Workbook – hardcopy
- SDP Figures & Drawings – hardcopy
- SDP Attachments – hardcopy
- Davis-Bacon Act Wage Determinations – hardcopy
- Service Contract Act Wage Determinations – hardcopy

Site Data Package (SDP) – NASA Kennedy Space Center, Florida
- SDP Text – hardcopy
- SDP Spreadsheet Workbook – hardcopy
- SDP Figures & Drawings – hardcopy
- SDP Attachments – hardcopy
- Wage Determinations – hardcopy
- Service Contract Act Wage Determinations – hardcopy

Bond Forms
- Performance Bond Form – hardcopy
- Payment Bond Form – hardcopy
- Continuation Sheet – hardcopy

In addition to the hardcopy, part of the library is also provided in electronic format on one 3.5 inch diskette:

Site Data Package (SDP) – U.S. Coast Guard Support Center, Elizabeth City NC:
- SDP Text – WordPerfect 6.1 and Word 6.0
- SDP Spreadsheet Workbook – Excel 5.0

Site Data Package (SDP) – NASA Kennedy Space Center, Florida
- SDP Text – WordPerfect 6.1 and Word 6.0
- SDP Spreadsheet Workbook – Excel 5.0

To obtain one hardcopy of the entire "Department of Energy Southeast SUPER ESPC Solicitation Library" and one diskette of the parts of the library that are available in electronic format, contact:

Kinko's - Farragut
10205 Kingston Pike
Knoxville, TN 37922
Tel: (423) 531-8307
Fax: (423) 531-9424

The copy center is open 24 hours a day, 7 days a week. Costs of the package will vary depending on shipping method and delivery time, but are expected to be $300 or less. Exact costs can be provided by any of these Kinko's contacts: Spencer Corden, Matt McDavitt, Margaret Prince, David Burnette, or Jeff Veser. Requests via fax are preferred to minimize potential errors. Please provide the customer name, company name, shipping address (no P.O. boxes), and telephone number. Also provide credit card type, card nmber, and expiration date or indicate other method of payment. All copying and delivery costs are the sole responsibility of the offeror.

All site-specific proposals are to be prepared using technical data obtained exclusively from the site data packages in the Southeast SUPER ESPC library. Any assumptions used due to incomplete information should be clearly stated. The part of the library available from Kinko's on diskette can also be downloaded from the same internet site as the RFP.

L.22 SMALL BUSINESS SIZE STANDARD AND SET-ASIDE INFORMATION (UNRESTRICTED) (APR 1984)

This acquisition is unrestricted and contains no set-aside provisions.

L.23 NUMBER OF AWARDS

It is anticipated that there will be a minimum of one and a maximum of six awards resulting from this solicitation. The government reserves the right to determine that at least one award will be to a contractor other than those awarded IDIQ contracts as a result of DOE RFP No. DE-RP01-96EE73542 for the Western Region of the United States.

L.24 AN EQUAL RIGHTS NOTE (APR 1984)

Wherever, in the solicitation or contract "man," "men," or their related pronouns may appear, either as words or as parts of words (and other than with obvious reference to named male individuals), they have been used for literary purposes and are meant in their generic sense (i.e., to include all humankind - both female and male sexes).

L.25 ALTERNATE PROPOSAL INFORMATION - NONE (APR 1984)

Alternate proposals are not solicited, are not desired, and shall not be evaluated.

L.26 PROPOSAL PREPARATION INSTRUCTIONS - GENERAL (MAR 97)

(a) General

Proposals are expected to conform to the solicitation provision entitled "Preparation of Offers" and be prepared in accordance with this section. To aid in evaluation, proposals shall be clearly and concisely written, neat, page-numbered, indexed (cross-indexed as appropriate), and logically assembled. All pages of each part shall be identified with the name of the offeror, the date, and the solicitation number.

(b) Overall Arrangement of Proposal

(1) The overall proposal shall consist of three (3) physically separated volumes, individually entitled as stated below. The required number of each proposal volume and the required packaging and grouping is also shown in the matrix below.

(2) Signed Originals. Copy No. 1 of the proposal shall contain the signed original of all documents requiring signature by the offeror. Use of reproductions of signed originals is authorized in all other copies of the proposal.

If this solicitation includes Qualification Criteria (see Section M), Qualification Criteria shall be addressed in Volume I, as indicated below.

Proposal Volume - Title	Total Copies Required
Volume I - Offer & Other Documents	3
Volume II - Technical	12
Volume III - Price	4

L.27 PROPOSAL PREPARATION INSTRUCTIONS - VOLUME I, OFFER AND OTHER DOCUMENTS (APR 1997)

(a) General

Volume I, Offer and Other Documents consists of the actual offer to enter into a contract to perform the desired work. It also includes required representations, certifications, and acknowledgments, make or buy program, justification for noncompetitive proposed subcontracts, identification of technical data to be withheld, request for waiver of patent clauses, and any deviations taken. Although it incorporates them by reference, it does not physically include the other volumes.

(b) Format and Content

Volume I, Offer and Other Documents, shall include the following documents (in the order listed):

(1) Standard Form 33

(2) Offeror Representations, Certifications, and Acknowledgments fully executed.

(3) Additional information to be furnished by the offeror.

(4) Competition in Subcontracting.

(5) Exceptions and Deviations taken to the model contract.

(6) Summary of Exceptions and Deviations taken in other Volumes.

(7) Qualification Criteria - statement indicating inclusion on the DOE list of qualified ESCOs.

(c) Offeror Representations, Certifications, and Other Statements of Offerors.

Offeror Representations, Certifications, and Other Statements of Offerors (see Part IV, Section K) are to be executed fully and a copy included in each copy of Volume I, Offer and Other Documents.

(d) Additional Information to be Furnished

(1) Government Property

(i) Unless otherwise stated, the offeror is expected to furnish all property (including, but not limited to facilities, equipment, special tooling, and material) necessary for the performance of the work defined in this solicitation. Government property as used herein means all Government-furnished property, together with all property acquired by the Contractor, title which vests in the Government.

(ii) Indicate in this Volume I whether or not the proposal is based on the use of Government property. If the offeror proposes to use Government property to perform the work (whether or not such property is presently in the possession of the offeror), provide the particulars in the Cost/Price Proposal volume, along with a statement signed by an executive corporate official (or the equivalent in a non-corporate entity) which:

(A) Expresses the offeror's unwillingness or financial inability to acquire the necessary property with the Offeror's resources; or

(B) Explains that time will not allow the Offeror to make the necessary arrangements to obtain timely delivery of such property to meet the Government's requirements even though the Offeror is willing and financially able to acquire the property. Such an explanation is to include cost benefit studies that treat lease versus buy versus use of the Government property. In this case, existing Government property, if available, may be provided until the property acquired by the offeror is delivered, installed, etc.

(e) Competition in Subcontracting

(1) See clauses entitled "Subcontracts - Fixed-price Contracts" and "Competition in Subcontracting" of the contract clauses.

(2) The offeror shall select proposed subcontractors (including suppliers) on a competitive basis to the maximum practicable extent consistent with the objectives and requirements of the solicitation. Competitive solicitation of proposed subcontractors shall be discussed in this section. Non-competitive selection of proposed subcontractors must be justified.

(f) Exceptions and Deviations to the Model Contract

(1) The offeror shall identify and explain any exceptions or deviations taken or conditional assumptions made with respect to the model contrct, Offeror Representations, Certifications, and other Statements of the Offeror , the requirements of this Section, and other matters.

(g) Summary of Exceptions and Deviations Taken in Other Volumes

The offeror shall summarize each technical, cost, business, or other exception taken elsewhere, and provide specific cross references to its full discussion.

(h) Offeror shall provide evidence of acceptance onto the DOE Qualified List of Energy Service Companies or shall show evidence of actions taken in applying for acceptance onto the Qualified List.

(i) Offeror shall complete Schedule H-5, Cancellation Ceilings, for each site listed in the technical data package.

L.28 PROPOSAL PREPARATION INSTRUCTIONS - VOLUME II, TECHNICAL PROPOSAL

a. General Requirements. Technical Proposals shall be precise, factual, complete and descriptive in sufficient detail to allow the Government to evaluate the offeror's proposed approach and qualifications to perform the required services. The Government shall not be obligated to evaluate information that does not follow the prescribed/required format. Technical proposal evaluation factors are provided in Section M.

In order that your Technical Proposal may be evaluated strictly on the merit of the material submitted, no contractual cost/price information is to be included in your Technical Proposal. Where estimated manhours will provide clarity, they shall be quoted in manhour figures only, with no indication as to the cost of these manhours. However the contractor shall include with the Technical Proposal a copy of Schedule H-4 (leaving columns (f), (g) and (h) blank) for each of the two delivery order project sites, as H-4 provides a summary of the estimated energy and energy cost savings by ECM, technology category, and delivery order.

b. Proposal Length Requirements. The proposal text should be typed in 12 pitch (or equivalent) and printed, unreduced in size, on 8-1/2" by 11" paper. In no case shall the General Regional Contract Capabilities - Part I, exceed fifty (50) pages in length, excluding exhibits, relevant appendices and personnel biographies. Part II narrative description of technical approach shall not exceed twenty-five (25) pages in length for each site plus a maximum of five (5) pages for each site specific ECM. Appendices or attachments to each five page ECM narrative is allowed to provide supporting information such as manufacturer's data and assumptions/analyses for ECM proposed energy savings. Illustrations shall be legible, and foldouts shall, in general be held to 11" wide by 17" long in size. A limited number of foldouts may be longer, as appropriate (e.g. progress flow sheets, work breakdown structure, etc.). Technical Proposals exceeding the stipulated page limit will be evaluated on the first 50 pages only for Part I and first 25 pages only for each site plus the first 5 pages (and ECM appendices or attachments) per ECM for Part II.

c. Format and Content

Volume II, Technical Proposal, shall include the following components:

- Table of Contents and List of Tables and Figures
- Technical Discussion
- Technical Exceptions and Deviations

These major headings may be subdivided or supplemented by the offeror as appropriate.

(1) Table of Contents and List of Tables and Figures. A suitable table of contents shall be provided for each section for ready reference to key paragraphs, figures, and illustrations.

(2) Technical Discussion. This section shall contain the major portion of the Technical Proposal. It should clearly address each of the Technical Proposal evaluation criteria in Part IV Section M, and at a minimum cover the subordinate factors or subcriteria listed thereunder, if any. It should be presented in as much detail as practical and include the following aspects for appropriate criteria or subordinate factors.

(i) Discussion of the criteria as required by paragraph d. L.28.1 and d.L.28.2.

(ii) Other Pertinent Information. This section shall contain any other pertinent

information that will supplement or aid in the understanding and evaluation of the Technical Proposal.

(3) Summary of Exceptions and Deviations. This section shall identify and explain any exceptions or deviations taken or conditional assumptions made with respect to the technical requirements of the solicitation.

Any exceptions, etc., taken must contain sufficient amplification and justification to permit evaluation. All benefits to the Government shall be explained for each exception taken. Such exceptions will not, of themselves, automatically cause a proposal to be termed unacceptable. However, a large number of exceptions, or one or more significant exceptions not providing benefit to the Government may result in rejection of the proposal(s) as unacceptable.

d. The Technical Proposal shall consist of the following sections, in the order listed, and shall provide a response to each item.

L.28.1 PART I - INDEFINITE DELIVERY/INDEFINITE QUANTITY CONTRACT – GENERAL REGIONAL CONTRACT CAPABILITIES

Criterion 1. Past Performance References

Each offeror will be evaluated on his/her past performance under existing and prior projects for similar products or services. Performance information will be used for both responsibility determinations and as an evaluation factor against which offerors' relative rankings will be compared to assure best value to the government. The government will focus on information that demonstrates quality of performance relative to the size and complexity of the procurement under consideration. The Performance Information Form identified in Section J will be used to collect this information. References other than those identified by the offeror may be contacted by the government and information received may be used in the evaluation of the offeror's past performance. Firms lacking relevant past performance experience shall receive neutral evaluations for past performance.

The offeror will provide 5 references, in tabular format, for previous (construction completed) energy conservation projects with an installed cost of greater than $250,000. If the offeror consists of a team or partnership, provide five (5) references for the prime, and at least two (2) references for each of the other team members. Include for each reference the following:

1. Project Title
2. Contract Number
3. Project Location
4. Project Dates
5. Client Contact Information (Contact name of contracting officer and project manager, organization name, full address, phone number)
6. Types of ECM's implemented
7. Annual Savings Achieved
8. Project Cost
9. Subcontractors

Criterion 2. ECMs and Related Technical Capability

The evaluation of prior performance capabilities will include: the offeror's demonstrated capability to manage, design, implement, finance, bond and maintain energy conservation/infrastructure capital renewal projects of similar size and technologies to those required; the offeror's demonstrated capability to provide a full range of turnkey services from management to financing, either independently or with a joint venture/teaming approach; the offeror's demonstrated ability to provide good quality control, workmanship and to conform to specifications; the offeror's demonstrated performance in accurately estimating and managing project cost effectiveness; the offeror's demonstrated ability to successfully develop, implement and adhere to work schedules; the offeror's demonstrated ability to conduct the project in a businesslike manner and willingness to cooperate with government personnel and other contractors.

Each offeror will be evaluated on his/her demonstrated technical capabilities in each of the ECM technology categories cited in the Statement of Work. This evaluation will include the offeror's demonstrated ability to acquire partners, team members, or subcontractors to increase capability for successful delivery of offered ECMs; the offeror's demonstrated understanding of DOE/FEMP M&V guidelines for Federal Energy Projects for each technology category covered in the guidelines; the offeror's demonstrated capability to successfully implement baseline and M&V methods that are consistent with M&V protocols and that are acceptable methods to determine equipment and energy savings performance; the offeror's demonstrated responsibility for operations, maintenance and repair of offered ECMs appropriate for ECM complexity and flexibility to meet Government site-specific project O&M needs; and the extent to which the offeror's training approach demonstrates understanding of Government training needs.

1. **Energy Project Experience:**

The offeror shall briefly describe up to five previous energy conservation projects and/or facility energy management services that demonstrate the offeror's ability to successfully implement ECMs in the technology categories identified in Section C.2. The offeror shall provide additional previous energy projects and/or energy management services if necessary to provide at least one project for all principal offeror team members who are proposed for delivery of services in this regional contract. Projects may include those with the Federal Government, state or local governments, and commercial customers. Identify whether the projects demonstrating successful implementation of ECMs in the technology categories requested, also had performance-based requirements similar to the ESPC requirements of this statement of work and solicitation. The description of each project shall include the name of customer, point of contact for the customer, phone number for point of contact, and contract number (if applicable). In addition to project client contacts, the offeror should address, at a minimum, the following items:

- Proposer's role in projects listed (e.g., survey, feasibility study, design, financing, construction, operation, maintenance, measurement and verification of savings, etc.); whether the contractor was the prime or the subcontractor;
- Technology categories addressed and ECMs within each category successfully implemented;
- If applicable, for energy savings performance or other performance-based contracts, specify:

  (a) The initial energy consumption of client facilities;

(b) The annual energy and cost savings proposed in the contract; and

(c) The actual annual energy and cost savings achieved.

- Project implementation price
- Describe project performance in terms of schedule and budget (e.g. on time/on budget, early, late, under/over budget, reasons), quality control and workmanship
- Subcontractors used in previous projects
- Describe any contract termination actions taken by client.

2. **Energy Project Financing Experience**

The offeror shall describe the approach to providing project financing for previous performance-based energy services contracts. Describe financial instruments or approaches used on previous projects (provide site-specific examples of financing approaches, as applicable to performance-based, contractor-financed projects identified in L.28.1, Criterion 2, "Energy Project Experience") and identify financier points of contact, and phone numbers.

- Identify sureties the firm has utilized to acquire performance and payment bonds during the construction phases, and provide surety points of contact and phone numbers.

3. **ECM Technology Capability**

For each ECM technology category in Section C, Item C.2.1, describe:

a. The offering firm's capability to successfully implement the ECMs representative of each technology category not included in the past projects described under #1, Energy Project Experience, above.

b. How the offeror will acquire the skills and capabilities to successfully implement ECMs representative of each technology category required, which are outside the firm's current capability or experience.

c. The baseline development and measurement & verification (M&V) methods appropriate for determining energy savings performance of ECMs representative of each technology category. The offeror shall demonstrate an understanding of DOE/FEMP M&V Guidelines for Federal Energy Projects for each technology category covered in the guidelines.

d. Specify the level of operation, maintenance, and repair responsibility the Offeror typically assumes for ECMs representative of each technology category.

e. Describe the preventative maintenance, inspection, and repair program the Offeror typically provides for ECMs representative of each technology category.

f. Identify ECMs for which the Offeror would provide Government employee training.

4. **M&V And Performance Period Model Approach**

Using the two initial projects outlined in the site data packages referenced in Section L.21, describe how the Offeror's team would accomplish items c through f in item 3. above.

Criterion 3. Regional Projects Management Approach

Each offeror will be evaluated on his/her demonstrated capability to manage regional projects and to provide a suitable organizational structure to support contract performance. Elements to be evaluated include: the extent to which the organization covers all key elements of successful performance-based project management and provides clear assignment of responsibility for all project phases; overall management system demonstrates capability to successfully perform under the contract; the extent to which the proposer's project process demonstrates an understanding of necessary Government involvement at key stages during a project's implementation and performance periods; the extent to which the proposer's demonstrated regional project O&M approach provides assurance of effective project performance and provides local responsive maintenance support; verified qualifications of primary personnel (prime and subcontractor) with demonstrated experience and success in project management, facility surveying, energy savings estimating, energy and ancillary cost savings estimating, construction cost estimating, design, financing, construction, commissioning, operations, maintenance, repair, performance measurement and verification, and training; verification that subcontracting plan indicates effective management approach to select subcontractors and provide quality control and oversight of subcontractor work; verification that subcontractors are selected on competitive basis to the maximum practicable extent, with an emphasis on small/disadvantaged businesses.

1. **Regional Project Delivery & Management Organization.**

Describe and illustrate the overall management system and organization for managing projects within the contract region. The proposal shall identify the Offeror's responsibilities during each element of the project implementation period and performance period. The approach shall include provisions for Government participation in the project process. Identify personnel integral to performance in each element. Show the lines of authority within the organization. The Offeror shall describe its organization to provide implementation period surveys, feasibility studies, designs, financing, construction, safety, and commissioning services for projects throughout the contract region. The Offeror shall describe its organization to provide performance period operations, maintenance, repair, savings measurement and verification, and training services for projects throughout the contract region. Specify criteria used to establish location of local service point(s) and available hours of service. If portions of the project are to be subcontracted (e.g., design of an energy conservation system), identify the subcontracted function, and which element of the contractor's organization will manage the subcontract(s).

2. **Personnel Qualifications**

Provide personnel qualifications that include education, dates of employment, relevant experience, any professional certifications and licenses held, labor category and organizational position (corporate as well as project), and functional areas of performance. Functional areas include, but are not limited to: project management, facility surveying, energy savings estimating, energy and ancillary cost savings estimating, construction cost estimating, design, financing, construction, commissioning, operations, maintenance, repair, performance measurement and verification, and training.

3. **Subcontracting and Subcontract Management Plan.**

This subsection shall describe the subcontract management system to be used under the contract. Particular emphasis should be placed on procedures for source selection and how performance status is determined, assessed, and projected through subcontract completion.

The offeror shall select proposed subcontractors (including suppliers) on a competitive basis to the maximum practicable extent consistent with the objectives and requirements of the solicitation. Competitive solicitation of proposed subcontractors shall be discussed as well as non-competitive selection of proposed subcontractors. Non-competitive selection of proposed subcontractors must be justified.

Failure to select proposed subcontractors on a competitive basis may adversely affect the standing of the Offeror unless it is demonstrated that competition is not beneficial to the Government.

Describe the extent of proposed small and disadvantaged business participation or efforts which will be used to obtain such participation.

L.28.2 PART II - DELIVERY ORDER – TECHNICAL APPROACH FOR SITE-SPECIFIC PROJECTS

For each of the project sites identified in clause L.21, Project Site Data Packages, the Offeror shall prepare a technical narrative addressing the technical approach for the specific ECMs proposed in each required technology category. All technical data necessary for the development of site-specific technical and price proposals is contained in the site data packages. All site-specific proposals are to be prepared using technical data obtained exclusively from the site data packages. Any assumptions made due to incomplete information should be clearly identified in the offeror's proposal. The technical approach shall be prepared in the following format:

Criterion 4. Delivery Order ECM Descriptions, Projected Energy Savings, and Schedule

Each offeror will be evaluated on his/her demonstrated capability to identify and offer cost-effective ECMs, or to determine that cost-effective ECMs do not exist, in each of the required technology categories by building as specified in the site data packages, and to demonstrate the ability to accurately project energy savings and energy cost savings. Elements to be evaluated include the proven technical feasibility, reasonableness, and acceptability of the proposed ECMs within each required technology category; the level and reasonableness of the proposed energy savings and energy cost savings; verification that the energy savings analysis is based on sound

assumptions and engineering principles; verification that the energy cost savings analysis is based on sound assumptions and economic principles; verification of the quality of infrastructure offered, such as the suitability and service life of selected equipment for each proposed ECM; verification that proposed project implementation schedules are realistic and reasonable.

1. The Contractor shall complete and submit Schedule H-4 (leaving columns (f), (g) and (h) blank—see H.14), which provides a summary of the estimated energy and energy cost savings by ECM, technology category, and delivery order.

2. For <u>each</u> ECM proposed within each required technology category, the Contractor shall submit narrative information for items, as applicable, in the format specified below:

Technology Category Number of ECM

ECM Number

ECM Title and Executive Summary

- Detailed Description of ECM
- Location Affected
- ECM Interface with Government Equipment
- Proposed Equipment Identification - Provide manufacturer, model number and optional equipment proposed for each ECM component, including manufacturer's literature and specifications.
- Physical Changes - List major physical changes to equipment or facilities required to install the proposed ECM such as relocation of equipment.
- Energy Savings Proposed

  – Proposed ECM annual energy savings (in all applicable energy/demand reduction units)

  – For each ECM proposed, provide a detailed energy analysis documenting the proposed annual energy savings performance. Documentation of the analysis shall include, at a minimum:

    - Offeror's assumptions on current facility or energy system operating conditions
    - Offeror's assumptions on proposed facility or energy system operating conditions
    - Energy savings calculations using formulas and procedures

based on accepted engineering principles, including synergistic effects of other ECMs.

- Cite references used for data, assumptions or empirical formulas.

- Energy Cost Savings Proposed

  – Proposed ECM annual energy cost savings (in dollars)

  – For each ECM proposed, provide a detailed energy cost savings analysis documenting the estimated annual energy cost savings generated by the ECM. Documentation of the analysis shall include, at a minimum, the offeror's approach, assumptions, and calculations used to apply the energy tariffs or rate schedules provided in the site data packages to estimated energy savings (in appropriate energy/demand units), to arrive at estimated energy cost savings.

3. For each project site, the offeror shall submit a detailed delivery order implementation period schedule that integrates all proposed ECMs in the required technology categories. The schedule shall include the duration of the following key delivery order implementation period phases, as well as ECM-specific milestones within the phases as appropriate:

   - Detailed Energy Survey and Feasibility Report/ Acceptance: activities to confirm Government data, satisfy remaining data needs, finalize ECMs in Government-specified technology categories, identify additional ECMs in other categories if appropriate, and verify the feasibility of, and develop design concepts for, all ECMs *(assume Government feasibility report review, and authorization to proceed with design (or direction to revisit report) within 30 days unless otherwise specified in the delivery order).*

   - Engineering/Design/Acceptance: activities to develop preliminary design submittals, with accompanying construction price, for review and approval; and then to develop final design submittals, with accompanying construction price and a revised feasibility study based on the design-specific data, for review and approval *(assume Government design review of 30 days for the preliminary submittal comments and 15 days for the final submittal backcheck and approval unless otherwise specified in the delivery order).*

   - Equipment Procurement Approval/Lead Time (i.e., date Government approves equipment order, date order placed, and date of delivery on-site).

   - Installation & Commissioning /Acceptance: separate schedule for each phase of construction that will be individually inspected and accepted by the Government, commensing contractor payments from savings for that phase *(assume Government inspection and acceptance (or rejection) of construction 15 days from inspection request unless otherwise specified in the delivery order).*

Criterion 5. Energy Baseline and Delivery Order Performance Measurement

Offerors will be evaluated on the following M&V elements and capabilities: the baseline and M&V plan demonstrates a clear understanding of, and compliance with, the M&V protocols; verification that the parameters to be monitored, sampling plan (if required), data collection plans, and analysis methods to determine savings are acceptable and reasonable and that they capture the impacts of the proposed delivery order; methods to establish pre and post-installation conditions and determine energy savings are adequate and reasonable; periodic measurement approaches for delivery order and facility performance are reasonable and adequate to provide assurance of continued effective monitoring of delivery order performance.

For each project site, the Offeror shall describe how it will provide a complete measurement and verification (M&V) plan for the delivery order. The plan shall include, but not be limited to:

- M&V Overview - Description of the M&V option(s) selected for this project.
- Site-Specific M&V Plan - Define a site specific plan, which must include a the following elements for each project:

  – Objectives - a statement of what is to be estimated (i.e., gross annual KWh savings on a project basis).

  – Parameters to be monitored - indicate parameters to be recorded that will be used in the estimation of annual energy savings, including variable load, hours of operation, installation status of measures, etc,; other parameters related to secondary objectives, such as in the case of lighting, may include reduction in lighting levels.

  – Sampling plan (if required), including:

    - Designation of usage groups - define usage groups for areas with similar characteristics.

    - Calculation of population(s) and sample sizes(s) by usage group - present the calculation and assumptions used to determine sample size by each usage group area.

  – Data collection plan, including:

    - Specify data to be collected in terms of parameters, unit of measurement, points of measurements, length of time and intervals of measurements; raw, meter data (if available) as well as analyzed and summary data must be obtained.

    - Identification of instrumentation and metering equipment - name and documentation on equipment specifications of monitoring devices.

    - Calibration of equipment - describe protocols for calibrating equipment.

- Data gathering and quality control - describe quality control procedures for checking completeness and accuracy of the recorded data.

- Period of monitoring - specify periods of monitoring including duration and frequency.

-- Analysis Method - describe in detail the method of analysis to estimate annual energy savings based on recorded data; include a discussion on relevant equations and assumptions, and document all calculations and assumptions.

- Pre-Installation energy and facility performance baseline including (1) equipment/systems, (2) system performance factors (e.g., lighting levels, temperature set points) , (3) baseline energy use, and/or (4) factors that influence baseline energy use.

- Post-installation facility conditions including (1) equipment/systems, (2) system performance factors (e.g., lighting levels, temperature set points) , (3) post-installation energy use, and/or (4) factors that influence post-installation energy use.

- Determination of energy savings based on the selected approach(es) and the pre and post-installation conditions.

- Plan for future periodic (annual) measurements of delivery order and facility performance and calculation of current period (year) savings.

- Plan for resolving disputes regarding issues such as baseline, baseline adjustment, energy savings calculation and the use of periodic measurements.

Criterion 6. Site Management Approach

Each offeror will be evaluated on the following elements of site management capabilities: the proposed organization to manage and accomplish the proposed delivery order is well suited and addresses all key elements to ensure successful project implementation and maintenance of project performance; offeror's organizational structure is adequate to provide required operation and maintenance of installed ECMs as proposed, whether operation and maintenance is done by the contractor, the Government (and/or the Government's Management and Operating (M&O) Contractor), or shared; offeror's training plan is appropriate and suitable for the proposed level of Government O&M responsibility.

- Organization. For each project site, describe and illustrate the overall management system and organization for implementing and managing the delivery order. The proposal shall identify the Offeror's responsibilities during each element of the project implementation period and performance period. Identify personnel integral to performance in each element. Show the lines of authority within the organization. The Offeror shall describe its organization to provide the offered implementation period services such as detailed energy survey, survey/revised feasibility report and revised delivery order proposal, designs, financing, construction, and commissioning. The Offeror shall describe its organization to provide the offered performance period services such as operations, maintenance, repair, savings measurement and verification, and training. If portions of the project are to be subcontracted (e.g., design of an energy conservation system), identify the subcontracted function, and which element of the

contractor's organization will manage the subcontract(s).

L.29 PROPOSAL PREPARATION INSTRUCTIONS - VOLUME III, PRICE PROPOSAL - OTHER

(a) General: The Price Proposal consists of the offeror's price to perform the work as set forth in the Statement of Work. For each project site, the delivery order Schedule H-1 column (c) total is considered to be the price proposed by the offeror. Since each Price Proposal will be evaluated to verify, among other things, the reasonableness of price and the offeror's understanding of the magnitude of effort, it should be accurate, complete and well documented. The Government shall not be obligated to evaluate information that does not follow the prescribed/required format. Offerors are requested to provide documentation, such as published list prices and appropriate multipliers, to support the reasonableness of proposed prices, or a portion of a proposed price, where possible. Contractual price information is not to be included in the Technical Proposal, Volume II, or the Offer and Other Documents, Volume I. Pricing exhibits to be completed are presented in sections B and H.

(b) As a minimum, the Price Proposal shall contain the information specified below. Each offeror is cautioned that adequate pricing details, as applicable, must accompany the price proposal.

(1) Estimating Procedure - Provide an explanation of the offeror's estimating procedures. Discuss the rationale used to determine the various price elements. For effective discussions, it is essential that there be a clear understanding of:

(i) The existing verifiable data;

(ii) The judgmental factors applied in projecting from known data to the estimate;

(iii) The contingencies used by the offeror in the proposed price;

In short, the offeror's estimating procedures need to be explained.

(2) Other - The offerors should provide any other information or supporting documentation as deemed appropriate.

(3) Audit and Contract Administration Cognizance - Provide the name, address, and telephone number of the Government audit office and contract administrative office for the offeror and any proposed subcontractors.

(4) Modifications to Price Proposal - Any modification to the Price Proposal shall clearly indicate the price impact of the modification to the same level of detail shown in the original proposal. Once the prospective Contractor has been selected, the prices submitted with this proposal shall not be subject to increase, unless changes are made in the requirements of the request for proposals. Furthermore, increases shall be considered only in regard to those requirements that are actually affected by the changes (whether they are initiated by the Government or the offeror), and then only to the extent that such increases will be considered separately, and not as part of a combined overall negotiation of the price for the proposed contract.

(5) Exceptions and /Deviations - The Offeror shall identify and explain any exceptions or deviations taken or conditional assumptions made with respect to the Price Proposal. Any

exceptions, etc., taken must contain sufficient amplification and justification to permit evaluation. The benefit to the Government shall be explained for each exception taken. Such exceptions will not, of themselves, automatically cause a proposal to be termed unacceptable. However, a large number of exceptions, or one or more significant exceptions not providing benefit to the Government may result in rejection of such proposal(s) as unacceptable.

L.29.1 PART I - SCHEDULES TO BE INCORPORATED INTO THE INDEFINITE DELIVERY/INDEFINITE QUANTITY CONTRACT

L.29.1.1 Price Schedules Required

The offeror shall prepare and submit the following price schedules. The schedules listed below will be incorporated into the resultant regional IDIQ contract.

Section B - completed B Schedules:

- B-1 IDIQ Maximum Implementation Margins By Technology Category
- B-2 IDIQ Maximum Performance Period Margin
- B-3 IDIQ Maximum Finance Charge By Delivery Order Performance Period Term And Amount Financed

L.29.1.2 Pricing Terminology and Expense and Profit Pooling Guidance

The Government intends to do a large number of delivery order projects under the IDIQ contracts awarded under this solicitation and similar solicitations for other regions of the country. For purposes of administrative efficiency in proposal evaluation and award of IDIQ contracts, and of future delivery orders, the Government desires that offerors understand the pricing terminology of the Government and follow the expense and profit pooling guidance provided herein where possible. In areas where offerors are unable to follow the guidance, the burden is on the offeror to fully explain their offer. The Government intends that offerors be able to use their current accounting methods to support their price proposals, without negative evaluation consequence, even if this means the guidance cannot be followed in every detail.

The Government recognizes that individual offerors may categorize direct and indirect expenses differently in their internal accounting systems. Direct and indirect expenses consistent with offeror accounting systems can be entered into the B and H schedules such that direct expenses are recovered in "implementation expense (H-2)" and "performance period expenses (H-3)", and indirect expenses and profit are recovered in "implementation margins by technology category (B-1)", "performance period margin (B-2)", and "financing procurement price (H-3)". The entity providing the capital to finance the project, which may be the offeror or a third party, can recover expenses and profit in the "finance charge (B-3)". The B and H schedules associated with each item are indicated in parentheses. Each of these terms is defined in H.44. Offeror's are expected to fully understand the meaning of each of these terms.

Offeror maximum margins and finance charges offered in the B schedules for all delivery orders under the IDIQ contract; and margins, finance charge, implementation price, performance period prices, and financing procurement price offered in the H schedules for each project site; should be consistent with the following expense and profit pooling guidance where possible. In the table below, "x" indicates the suggested category for each element.

Government-Identified Delivery Order Projects

Prior to receiving written notice of intent to award a delivery order by the contracting officer, all contractor expenses are only recoverable in implementation margins on future delivery order awards, if any. Contractors who effectively compete for government-identified projects (i.e., win their share of mini-competitions) will be able to control prior-to-notice expenses relative to delivery order payments booked, and offer the Government more beneficial implementation margins.

Expense/Profit Recoverable In:						
Expense/Profit Element	Implementation Margins (B-1)	Performance Period Margins (B-2)	Finance Charge (B-3)	Implementation Expense (H-2)	Performance Period Expenses (H-3)	Financing Procurement Price (H-3)
obtain and read the DO RFP and SDP	x					
attend the preproposal conference and/or site walk-through	x					
submit written Q's, read Q's and A's submitted by all	x					
develop and submit the DO proposal (oral or written as per DO RFP)	x					
Note: the following expense/profit elements only apply to the selected contractor after receiving notice of intent to award a delivery order from the contracting officer.						
IMPLEMENTATION PERIOD						
pre-award requirement: perform the detailed energy survey				x		
pre-award requirement: submit survey/revised feasibility report				x		
pre-award requirement: negotiate acceptance of report establishing mutual agreement on feasible ECMs, baseline & M&V plan	x					
pre-award requirement: develop revised DO proposal including H-5, H-6, and revised H-2 through H-4				x		
pre-award requirement: arrange financing						x
pre-award requirement: secure payment and performance bonds						x
negotiate DO award	x					

preliminary design submittal and review				x		
final design submittal and backcheck				x		
request Government approval of equipment schedules, order equipment, pay for it				x		
direct construction expense including all subcontracts, permits,insurance, CM, waste removal, commissioning, training, documentation as per M&V plan and DO, etc.				x		
construction financing expenses						x
request Government inspection, Government acceptance				x		
contractor indirect labor, i.e., any labor that cannot be directly attributed to a specific task and therefore must be distributed across several tasks or projects as overhead	x					
overhead costs other than indirect labor -- sales, general and administrative, regional overheads	x					
contractor markup of subcontractor-supplied equipment, material, or labor	x					
contractor profit	x					
PERFORMANCE PERIOD						
contractor or 3rd party debt repayment			x			
project management & administration					x	
operation, maintenance					x	
repair & replacement					x	
measurement & verification					x	
permits and licenses					x	
insurance					x	
property taxes					x	

contractor indirect labor, i.e., any labor that cannot be directly attributed to a specific task and therefore must be distributed across several tasks or projects as overhead		x				
overhead costs other than indirect labor -- sales, general and administrative, regional overheads		x				
contractor markup of subcontractor-supplied equipment, material, or labor		x				
contractor profit		x				

Contractor-Identified Delivery Order Projects The expense and profit pooling guidance is the same for contractor-identified projects after the contracting officer issues the notice of intent to award a delivery order. Prior to notice, all contractor expenses are only recoverable in implementation margins on future delivery order awards, if any. Contractors with effective project prospecting techniques will be able to control prior-to-notice expenses relative to delivery order payments booked, and offer the Government more beneficial implementation margins.

L.29.1.3 Instructions for Completing Schedules

The B Schedules can be found in Section B and in spreadsheet format (Excel 5.0) in the site data packages. The offerors shall submit the B schedules in both hardcopy and in spreadsheet format on 3.5 inch diskette.

1. SCHEDULE B-1 -- IDIQ Maximum Implementation Margins By Technology Category: The offeror shall complete Schedule B-1 by proposing the maximum implementation margins by technology category that will apply for all delivery orders under the IDIQ.

   Implementation margin (M in %), ECM implementation expense (E in $), and ECM implementation price (P in $) are related by the expression P = E x (1 + M/100). Delivery order implementation prices are offered in Schedule H-2 by ECM, technology category, and for the entire project. Project implementation price becomes part of the amount financed (see Schedule H-3) so contractors using 3rd party financing receive the payout for both implementation expense and margin from the proceeds of project financing after the Government accepts construction.

   The implementation margins proposed in Schedule B-1 are maximums. The Government intends to seek lower margins on individual delivery orders through negotiations where appropriate. Offerors are advised to give careful consideration to the maximum implementation margins offered. On the one hand, they are an indication of an offeror's project development effectiveness. On the other hand, they are the only way to recover indirect expenses and profit from implementing projects.

(a) Multiple Technology Category Projects. All ECMs fall within a specific technology category, and each technology category has a maximum margin in Schedule B-1. The percent margin applied to ECM implementation expenses to derive ECM implementation prices shall not exceed the maximum for the technology category that includes the ECM. The sum of all ECM implementation prices equals the delivery order implementation price.

(b) Assignment of ECMs To Technology Categories. The offeror proposes in Schedule H-2, and the Government approves, the assignment of ECMs to technology categories. If an ECM is proposed that does not fall into one of the technology categories listed, the percent margin for the most closely related technology or the percent margin for miscellaneous work will be used, subject to approval by the contracting officer.

(c) Survey, Feasibility Study, and Design. The percent margins for the "survey, feasibility study, and design" category are not applicable to this contract except in cases where such costs were incurred after the contracting officer provided written notice of intent to award, and the costs cannot rationally be assigned to a specific ECM; or where, after receiving written notice of intent to award, the contractor proceeds and negotiates in good faith and the Government determines that it is in its best interest to pursue the project in question through means other than this contract or with funds other than the contractor's.

2. SCHEDULE B-2 – IDIQ Maximum Performance Period Margin The offeror shall complete Schedule B-2 by proposing the maximum performance period margin that will apply for all delivery orders under the IDIQ.

Performance period margin (M in %), performance period expenses (E), and performance period prices (P in $) are related by the expression P = E x (1 + M/100). Delivery order performance period prices are offered in Schedule H-3 for each year of the performance period. Performance period prices become part of the performance period contractor payments (see Schedule H-3) so contractors are paid performance period expenses and margin roughly as they are incurred and earned.

The performance period margin proposed in Schedule B-2 is the maximum. The Government intends to seek lower margins on individual delivery orders through negotiations where appropriate. Offerors are advised to give careful consideration to the maximum performance period margin offered. On the one hand, they are an indication of both the offeror's project development effectiveness (more projects to share the regional overhead) and project operating effectiveness. On the other hand, they are the only way to recover performance period indirect expenses and profit.

3. SCHEDULE B-3 – IDIQ Maximum Finance Charge By Delivery Order Performance Period Term And Amount Financed: The offeror shall complete Schedule B-3 by proposing the maximum, fixed, annual percentage rate that, when added to the like-term (i.e., T-Bill/T-Note term closest to the proposed performance period term) current Treasury Note/Treasury Bill rate (as defined by the US Treasury Internet Page : www.ustreas.gov/treasury/bureaus/pubdebt/ noteauc.html) will be the total annual percentage interest rate (not including the Schedule H-3 financing procurement price) that the contractor will charge the Government for financing all delivery orders under the IDIQ.

The total annual percentage interest rate that shall apply to an individual delivery order

shall be based on the most recent applicable T-Note/T-Bill rate prior to the date of the delivery order.

L.29.1.4 Financial Condition and Capability Statement

1. Provide a current balance sheet, profit and loss statement for all quarters reported on the current fiscal year, and an audited financial statement for each of the last three fiscal years.

2. Describe fully any assets other than cash, accounts receivable, land, buildings, and equipment carried on the above balance sheet.

3. Describe fully the impact of this project on the offeror's organization and any contingency, limitation, and conditions affecting availability of funds for this project.

L.29.2 PART II - DELIVERY ORDER – PRICE PROPOSAL FOR SITE-SPECIFIC PROJECTS

L.29.2.1 Price Schedules Required

The schedules listed below shall be incorporated into any resultant delivery order.

1. Offerors shall indicate on each site-specific delivery order price proposal that offers are valid for not less than ninety (90) days after receipt of an award for the regional IDIQ contract.

2. The offeror's price proposal for each site-specific delivery order project shall consist of:

   Completed H Schedules

   H-1 Delivery Order Proposed Guaranteed Performance And Annual Contractor Payments
   H-2 Delivery Order Implementation Price By ECM, Technology Category, and Delivery Order
   H-3 Delivery Order Contractor Cash Flow
   H-4 Delivery Order Energy And Cost Savings By ECM, Technology Category, and Delivery Order

   These schedules shall be completed for each site, based on the technical data provided in the site data packages for the two solicitation sites. When completing these schedules offerors shall conform to the terminology and expense/profit pooling guidance in section L.29.1.2 to the extent possible. Offerors shall submit documentation providing evidence of list price and appropriate multipliers to support the reasonableness of its proposed price whenever possible.

L.29.2.2 Instructions for Completing Schedules

The two site data packages in the technical library for the IDIQ regional solicitation (See L.21 PROJECT SITE DATA PACKAGES) contain technology categories on which the offeror is required to submit proposals. The offeror shall identify and propose specific ECMs within each required technology category. The offeror shall prepare and submit Schedules H-1 through H-4 for each of the two delivery order

projects described in the site data packages. The H Schedules can be found in Section H and in spreadsheet format (Excel 5.0) in the site data packages. The offerors shall submit the H schedules in both hardcopy and in spreadsheet format on 3.5 inch diskette.

1. SCHEDULE H-1 – Delivery Order Proposed Guaranteed Performance And Annual Contractor Payments : Schedule H-1 is used to submit the offeror's proposed estimated cost savings, the proposed guaranteed cost savings, and the contractor payments for each year of the delivery order performance period. The values submitted on Schedule H-1 are for 12-month periods, beginning after complete installation of all ECMs by the contractor and acceptance by the Government. See Section H.44 for definition of acceptance. Contractors shall submit Schedule H-1 with all delivery order proposals.

   Each site data package specifies the baseline energy tariffs that will be used during the delivery order's period of performance. The estimated annual cost savings and the proposed guaranteed annual cost savings established in columns (a) and (b) of Schedule H-1 shall be based on the specified baseline energy tariffs, as supported by Schedule H-4.

   Schedule H-1 column (c) is the delivery order price, which shall be supported by Schedules H-2 and H-3.

   The offeror shall truncate Schedule H-1 to reflect the actual number of years included in the offeror's proposed delivery order performance period.

2. SCHEDULE H-2 – Delivery Order Implementation Price By ECM, Technology Category, and Delivery Order : Schedule H-2 presents the offeror's estimated implementation price by ECM, technology category, and entire delivery order. Total implementation price (Schedule H-2, column (e), last page total) is used to establish bonding requirements (see section H.37 for performance and payment bond requirements) for the delivery order implementation period. Contractors shall submit Schedule H-2 with all delivery order proposals.

   The technology category numbers to be used in Schedule H-2 are defined in Schedule B-1. The contractor shall assign each ECM within a technology category, an ECM number, and then consistently utilize that number. In completing columns (a) and (b), the offeror shall follow the guidance in section L.29.1.2 to the extent possible. Since the two site data packages represent Government-identified projects, all expenses incurred to respond to this solicitation are only recoverable as part of implementation margins by successful offerors. The site walk-through tours (see Section L.20) are not "surveys" and expenses to participate in them are not included in column (a). Column (a) only includes expenses incurred by successful offerors after receiving written notification of intent to award a delivery order from the contracting officer. Following L.29.1.2, the first expense included in column (a) is the detailed energy survey. Columns (a) and (b) divide all direct offeror expenses to implement the delivery order project. Column (a) includes everything up to and including final design submittal and approval. Column (b) includes everything after design, up to and including Government acceptance of construction.

   The offeror shall complete Schedule H-2 on an ECM by ECM basis, grouping together all ECMs in the same technology category, and providing technology category subtotals. The offeror detailed energy survey expenses are related to the delivery order, but not traceable to specific ECMs, and therefore shall be listed as a separate ECM under

technology category #16 "survey, feasibility study, and design"; the survey expenses shall be entered into Schedule H-2 column (a); and zero shall be entered into column (b). Schedule H-2 column (c), the total implementation expense, is the sum of columns (a) and (b).

The implementation margin entered into Schedule H-2 column (d) for each ECM shall not exceed the maximum margin for that ECM's technology category offered in Schedule B-1. Since the Government intends to make regional IDIQ awards and select awardees for the two initial delivery orders without discussions or best and final offers, offerors are encouraged to offer their most favorable implementation margins in column (d) for each site.

Schedule H-2 column (d) implementation margin (M in %), column (c) ECM implementation expense (E in $), and column (e) ECM implementation price (P in $) are related by the expression P = E x (1 + M/100). The column (e) total, project implementation price, becomes part of the amount financed (see Schedule H-3). Since offerors using 3rd party financing receive the payout for both implementation expense and margin (i.e., working capital is replenished and implementation profit is paid) from the proceeds of project financing after the Government accepts construction, offerors are encouraged to offer implementation margins that reflect this timely payment.

The offeror shall extend Schedule H-2 to however many pages are required to document implementation price by ECM, provide subtotals by technology category, and provide totals for the delivery order.

3. SCHEDULE H-3 – Delivery Order Contractor Cash Flow :Schedule H-3 is submitted to present the offeror's proposed project cash flow for each specific delivery order project. The schedule is divided into two sections. The top section summarizes the amount financed to implement the delivery order. The amount financed equals the delivery order implementation price from Schedule H-2 plus the contractor financing procurement price (e.g., expense and profit for arranging the construction and permanent financing, bonding, etc.). The amount financed is amortized over the offeror-selected performance period term and the annual debt service is entered in Schedule H-3 row (a). The total annual interest rate charged shall not exceed the like-term T-Bill/T-Note index plus the maximum finance charge of Schedule B-3. The details of the total annual interest rate offered shall be documented in the footnote to Schedule H-3. Since the Government intends to make regional IDIQ awards and select awardees for the two initial delivery orders without discussions or best and final offers, offerors are encouraged to offer their most favorable total annual interest rate for each site.

The bottom section of Schedule H-3 details the offeror's performance period expenses. If expenses are entered in the row labeled "other", the offeror shall itemize and describe the expenses on an attachment. Each year the sum of performance period expenses (row (b)) is increased by the performance period margin (row(c)) to arrive at the performance period price (row (d)). The performance period margin shall not exceed the value in Schedule B-2. Since the Government intends to make regional IDIQ awards and select awardees for the two initial delivery orders without discussions or best and final offers, offerors are encouraged to offer their most favorable performance period margin for each site.

Total annual contractor payment (row (e)) in any year equals the sum of debt service

(row (a)) and performance period price (row (d)) .

The Government reserves the right to pre-pay the debt at any time during the performance period term, while retaining offeror performance period services as per the delivery order contract. The offeror shall identify the pre-payment penalty, if any, associated with retiring the debt at the end of each performance period year (e.g., the end of year one is the end of the 12th month after Government acceptance of construction). If the debt is retired, principal and interest payments cease, and the total annual contractor payments (Schedule H-3 , row (e)) become the performance period prices in row (d). Since the Government intends to make regional IDIQ awards and select awardees for the two initial delivery orders without discussions or best and final offers, offerors are encouraged to offer their most favorable pre-payment penalties for each site.

The offeror shall extend Schedule H-3 to reflect the actual length of the offeror-selected performance period term.

4. SCHEDULE H-4 – Delivery Order Energy And Cost Savings By ECM, Technology Category, and Delivery Order : Schedule H-4 presents the offeror's estimated energy and cost savings by ECM, technology category, and entire delivery order. The offeror shall submit Schedule H-4 with all delivery order proposals.

The baseline energy prices (columns (a1) through (d1)) are based on the energy tariffs provided in the two site data packages and the offeror-estimated ECM energy and demand reductions, and therefore may vary by ECM. If necessary the offeror shall provide an attachment that identifies the baseline energy price used for each ECM, and supports the values used with explanatory text and calculations.

The estimated ECM energy savings by fuel type shall be entered into Schedule H-4 columns (a) through (d). For ECMs with multiple energy type impacts, the offeror shall show all impacts and use parentheses (or a negative sign) to indicate increases in use. The estimated ECM energy cost savings of column (e) equals the sum of the products of the baseline energy prices and savings by fuel type.

Annually recurring cost savings, other than energy cost savings, which directly result from the offeror's efforts to save energy costs, are defined as recurring ancillary cost savings. Estimated recurring ancillary cost savings shall be entered into column (f). Examples of recurring ancillary cost savings include, but are not limited to, operation, maintenance, and repair directly related to the systems being modified. Ancillary savings to the Government must be real savings; i.e., the Government must either be spending the money currently or planning to spend the money in the future. If not, the money will not be available in the Government's operating budget for payments. In general, the offeror may need to maintain a system at a higher cost than the Government is currently expending, due to budgetary limitations. In such cases, the maintenance ancillary savings shall be based on the actual Government expenditure, not what the Government would be spending if the Government were properly maintaining the system. Operations, maintenance, and repair costs for tasks currently being performed by the Government or by a contractor hired by the Government are ancillary savings if the offeror assumes the task, reduces the task, or eliminates the task. The Government will determine whether a contractor-proposed task assumption, reduction, or elimination will be considered a recurring ancillary cost savings. The dollar value of the recurring ancillary cost savings shall be provided by the Government. In the case of the two sites used in this solicitation,

if there are recurring ancillary cost savings the dollar value will appear in the site data packages, and shall be entered into Schedule H-4 column (f) in the row for the ECM to which it is related.

The Government may also consider one-time ancillary cost savings. For example, one-time costs that are to be incurred by the Government to make repairs or meet environmental regulations are ancillary savings if the offeror assumes the task, reduces the task, or eliminates the task and if the money is available to the Government to pay the offeror. For example, if the Government has scheduled and funded the removal and replacement of a leaking oil tank with a new tank system ("repair by replacement") and if the offeror installs a natural gas line to serve new gas-fired equipment thereby negating the need for replacing the tank, the cost of the new tank system would be both a one-time ancillary repair cost savings and an ancillary environmental cost savings if the federal agency site has this money in its budget for payment to the offeror. An example of a strictly environmental one-time ancillary savings would be the cost of a refrigerant conversion on a water chiller containing a refrigerant with an ozone depletion potential (ODP) greater than 0.05, if the federal agency site has planned for the conversion, and has money in its budget to fund the conversion.

In summary, if the money is available for a project or task related to the energy systems being modified by the offeror, and that project or task will not have to be accomplished by the Government if the offeror performs the proposed delivery order, then that savings can be considered as one-time ancillary savings. One-time ancillary cost savings shall be listed in Schedule H-4 column (f) with an asterisk and as the only entry in that row ((a) through (e) and (g) and (h) all zero), and shall not be included in column or row totals with annually recurring energy and ancillary cost savings. One-time ancillary cost savings will be paid to the offeror upon completion of construction and acceptance by the Government, and shall deduct from the amount financed and thereby lower total debt service paid by the Government (Schedule H-3 row (a)).

ECM simple payback, which shall be entered into Schedule H-4 column (h), is defined as total implementation expense Schedule H-2, column (c)) divided by estimated total energy cost savings (Schedule H-4, column (e)).

L.30 CLASSIFIED MATERIAL - NONE (NOV 1987)

Performance under the proposed contract is not anticipated to involve access to classified material.

L.31 NOTICE OF LABOR PROVISIONS (APR 1984)

a. LISTING OF EMPLOYMENT OPENING (APR 1984)

Offerors should note that this solicitation includes a provision requiring the listing of employment openings with the local office of the Federal - State employment service system where a contract award is for $10,000 or more. (See clauses, "Affirmative Action for Special Disabled and Vietnam Era Veterans and "Affirmative Action for Handicapped Workers" of the Contract Clauses).

b. INFORMATION FROM DEPARTMENT OF LABOR (APR 1984)

General information regarding the requirements of the Walsh-Healey Public Contracts Act (41 U.S.C. 35-45), the Contract Work Hours Standards Act (40 U.S.C. 327-333), and the Service Contract Act of 1965 (41 U.S.C. 351-358) may be obtained from the Department of Labor, Washington, D.C. 20310, or from any regional office of that agency. Requests for information should include the RFP number, the name and address of the issuing agency, and a description of the supplies or services.

L.32 RESPONSIBLE PROSPECTIVE CONTRACTORS (APR 1984)

(a) The general and additional minimum standards for responsible prospective Contractors set forth at FAR 9.1 apply.

(b) DOE may conduct preaward surveys in accordance with FAR 9.106 and may solicit from available sources, relevant information concerning the offeror's record of past performance, and use such information in making determinations of prospective offeror responsibility.

L.33 DISCUSSIONS WITH OFFERORS

The Government intends to award a contract without discussions with offerors (except communications conducted for the purpose of minor clarification). Therefore, each initial offer should contain the offeror's best terms from a cost or price and technical standpoint. However, the Government reserves the right to conduct written or oral discussions with any or all of the offerors, if determined by the contracting officer to be necessary. Offerors will be notified of the date, time, and place for any such oral discussions. Any discussions will be conducted in accordance with DOE acquisition policies and procedures.

L.34 INFORMATION OF AWARD (APR 1984)

Written notice to unsuccessful offerors or bidders and contract award information will be promptly released in accordance with DOE regulations.

L.35 DISPOSITION OF SOLICITATION DOCUMENTS (APR 1984)

Drawings, specifications, and other documents supplied with the solicitation may be retained by the offeror (unless there is a requirement for a document to be completed and returned as a part of the offer).

L.36 DISPOSITION OF PROPOSALS OR BIDS (APR 1984)

Proposals or bids will not be returned (except for timely withdrawals).

L.37 DEAR 952.233-2 SERVICE OF PROTEST (DEC 1995)

(a) Protests, as defined in section 33.101 of the Federal Acquisition Regulation, that are filed directly with an agency, and copies of any protests that are filed with the General Accounting Office (GAO) or the General Services Administration Board of Contract Appeals (GSBCA), shall be served on the Contracting Officer (addressed as follows) by obtaining written and dated acknowledgment of receipt from:

Sylvia G. Galde
U.S. Department of Energy
Oak Ridge Operations Office
Procurement and Contracts Division
P. O. Box 2001
Oak Ridge, TN 37831
Fax: (423) 241-2549

(b) The copy of any protest shall be received in the office designated above on the same day a protest is filed with the GSBCA or within one day of filing a protest with the GAO.

(c) Another copy of a protest lodged with the General Accounting Office or the General Services Administration Board of Contract Appeals shall be furnished to the following address within one day after the filing of the protest with the General Accounting Office:

U. S. Department of Energy
Assistant General Counsel for Procurement and Financial Assistance, GC-61
1000 Independenve Ave, SW
Washington, DC 20585
Fax: (202) 586-4546

L.38 ANTICIPATED AWARD DATE

For purposes of price proposal preparation, offerors should use October 1997 as anticipated award date.

L.39 QUESTIONS CONCERNING THE SOLICITATION

All questions concerning this solicitation must be submitted in writing by mail, fax or email to the DOE issuing office point of contact listed in Section L.4. Each question should clearly specify the solicitation area (Attachment number, page, etc.) to which it refers. Please reference on e-mail and faxes, or mark the outside of the mailed envelope **"SOLICITATION QUESTIONS - SOLICITATION NO. DE-RP05-97OR22586"** to expedite handling. The Department of Energy will respond on the internet by June 20th, 1997, if such questions are received by the Government before June 13th, 1997. Questions received before May 30th will be answered in writing at the June 10th and 11th, 1997, site walk-throughs and placed on the internet on June10th, 1997, for all prospective offerors.

L.40 CONTRACT BASE PERIOD

BASE PERIOD

Term: Twenty-Five (25) years

Total Maximum Firm Fixed Price of Contract, inclusive of contracts issued for all awardees: $750,000,000

Minimum Firm Fixed Price of each Contract, per awardee: $150,000

L.41 USE OF NON-GOVERNMENT PERSONNEL IN EVALUATIONS

The government requires non-government personnel from Federally-Funded Research and Development Centers (FFRDCs) (Oak Ridge National Laboratory and Lawrence Berkeley National Laboratory; and John Rogers Consulting, a consultant to National Renewable Energy Laboratory) as advisors in proposal evaluation because aspects of the technical proposal evaluation require specialized training, experience and skills available from the FFRDCs that are not available in the Department of Energy.

L.42 ATTACHMENTS TO SECTION L

The following are attachments to Section L:

Attachment D. Site Tour Information and Request Forms
Attachment E. Intention to Propose Form
Attachment F. Past Performance Information Form

SECTION M - EVALUATION FACTORS FOR AWARD

M.1 GENERAL (JULY 1991)

a) Proposals will be evaluated in accordance with applicable DOE acquisition policies and procedures. Evaluation will be performed to determine: the offeror's experience, capability, and management approach for completing the regional work and, through the site-specific proposals, the offerors demonstrated ability to generate desired results such as energy cost savings and infrastructure capital renewal as specified in the RFP. The evaluation will result in verification of cost/price reasonableness for what is offered, and ranking with competing offerors on the basis of value.

b) Award will be made to that responsible offeror(s), whose offer(s), conforming to this RFP, is (are) considered most advantageous to the Government, considering the evaluation criteria in this Section M.

M.2 EVALUATION CRITERIA

Proposals will be evaluated using the criteria specified herein. Proposals will be evaluated using factors in two (2) categories: Technical and Price. Technical Evaluation Factors are more important than Price Evaluation Factors. The Government is more concerned about obtaining superior technical features [*demonstrated capability to implement comprehensive projects that generate energy cost savings and infrastructure capital renewal*] than making an award at the lowest cost to the Government. However, the Government will not make an award at a price premium it considers disproportionate to the benefits associated with the superior technical proposal. Offerors are encouraged to submit creative and innovative approaches to the Statement of Work.

A. TECHNICAL CRITERIA. Technical aspects of proposals will be evaluated in accordance with the following criteria:

1. Criterion 1 - Past Performance References

Each offeror will be evaluated on his/her past performance under existing and prior projects for similar products or services. Performance information will be used for both responsibility determinations and as an evaluation factor against which offerors' relative rankings will be compared to assure best value to the government. The government will focus on information that demonstrates quality of performance relative to the size and complexity of the procurement under consideration. The Performance Information Form identified in Section J will be used to collect this information. References other than those identified by the offeror may be contacted by the government and information received may be used in the evaluation of the offeror's past performance. Firms lacking relevant past performance experience shall receive neutral evaluations for past performance.

2. Criterion 2 - ECMs and Related Technical Capability

The evaluation of prior performance capabilities will include: the offeror's demonstrated capability to manage, design, implement, finance, bond and maintain energy conservation/infrastructure capital renewal projects of similar size and technologies to those required; the offeror's

demonstrated capability to provide a full range of turnkey services from management to financing, either independently or with a joint venture/teaming approach; the offeror's demonstrated ability to provide good quality control, workmanship and to conform to specifications; the offeror's demonstrated performance in accurately estimating and managing project cost effectiveness; the offeror's demonstrated ability to successfully develop, implement and adhere to work schedules; the offeror's demonstrated ability to conduct the project in a businesslike manner and willingness to cooperate with government personnel and other contractors.

Each offeror will be evaluated on his/her demonstrated technical capabilities in each of the ECM technology categories cited in the Statement of Work. This evaluation will include the offeror's demonstrated ability to acquire partners, team members, or subcontractors to increase capability for successful delivery of offered ECMs; the offeror's demonstrated understanding of DOE/FEMP M&V guidelines for Federal Energy Projects for each technology category covered in the guidelines; the offeror's demonstrated capability to successfully implement baseline and M&V methods that are consistent with M&V protocols and that are acceptable methods to determine equipment and energy savings performance; the offeror's demonstrated responsibility for operations, maintenance and repair of offered ECMs appropriate for ECM complexity and flexibility to meet Government site-specific project O&M needs; and the extent to which the offeror's training approach demonstrates understanding of Government training needs.

3. Criterion 3 - Regional Projects Management Approach

Each offeror will be evaluated on his/her demonstrated capability to manage regional projects and to provide a suitable organizational structure to support contract performance. Elements to be evaluated include: the extent to which the organization covers all key elements of successful performance-based project management and provides clear assignment of responsibility for all project phases; overall management system demonstrates capability to successfully perform under the contract; the extent to which the proposer's project process demonstrates an understanding of necessary Government involvement at key stages during a project's implementation and performance periods; the extent to which the proposer's demonstrated regional project O&M approach provides assurance of effective project performance and provides local responsive maintenance support; verified qualifications of primary personnel (prime and subcontractor) with demonstrated experience and success in project management, facility surveying, energy savings estimating, energy and ancillary cost savings estimating, construction cost estimating, design, financing, construction, commissioning, operations, maintenance, repair, performance measurement and verification, and training; verification that subcontracting plan indicates effective management approach to select subcontractors and provide quality control and oversight of subcontractor work; verification that subcontractors are selected on competitive basis to the maximum practicable extent, with an emphasis on small/disadvantaged businesses.

4. Criterion 4 - Delivery Order ECM Descriptions, Projected Energy Savings, and Schedule

Each offeror will be evaluated on his/her demonstrated capability to identify and offer cost-effective ECMs, or to determine that cost-effective ECMs do not exist, in each of the required technology categories by building as specified in the site data packages, and to demonstrate the ability to accurately project energy savings and energy cost savings. Elements to be evaluated include the proven technical feasibility, reasonableness, and acceptability of the proposed ECMs within each required technology category; the level and reasonableness of the proposed energy savings and energy cost savings; verification that the energy savings analysis is based on sound assumptions and engineering principles; verification that the energy cost savings analysis is based

on sound assumptions and economic principles; verification of the quality of infrastructure offered, such as the suitability and service life of selected equipment for each proposed ECM; verification that proposed project implementation schedules are realistic and reasonable.

5. Criterion 5 - Energy Baseline and Delivery Order Performance Measurement

Offerors will be evaluated on the following M&V elements and capabilities: the baseline and M&V plan demonstrates a clear understanding of, and compliance with, the M&V protocols; verification that the parameters to be monitored, sampling plan (if required), data collection plans, and analysis methods to determine savings are acceptable and reasonable and that they capture the impacts of the proposed delivery order; methods to establish pre and post-installation conditions and determine energy savings are adequate and reasonable; periodic measurement approaches for delivery order and facility performance are reasonable and adequate to provide assurance of continued effective monitoring of delivery order performance.

6. Criterion 6 - Site Management Approach

Each offeror will be evaluated on the following elements of site management capabilities: the proposed organization to manage and accomplish the proposed delivery order is well suited and addresses all key elements to ensure successful project implementation and maintenance of project performance; offeror's organizational structure is adequate to provide required operation and maintenance of installed ECMs as proposed, whether operation and maintenance is done by the contractor, the Government (and/or the Government's Management and Operating (M&O) Contractor), or shared; offeror's training plan is appropriate and suitable for the proposed level of Government O&M responsibility.

B. RELATIVE RANKING OF TECHNICAL CRITERIA.

Criterion 2 is most important. Criteria 1, 3 and 4 are equal and next in importance. Criterion 5 is less important than Criteria 1, 3 or 4. Criterion 6 is least in importance.

C. PRICE CRITERIA.

The "price" is considered to be the sum of proposed prices in Schedule H-1, column (c) for both site-specific delivery order proposals. The Government recognizes that offeror prices are likely not directly comparable because offerors are required to address specific technology categories in specific buildings at each site, and will likely propose different ECMs while addressing those requirements. Indeed the Government desires that offerors demonstrate their capabilities in their responses to the two projects by including creative solutions in their proposals, or determining that cost-effective ECMs do not exist for some requirements, where appropriate.

The Government will evaluate each offerors price proposal based on reasonableness and value to the Government for what is proposed. This requires consideration of the maximum margins and finance charges offered for any delivery order in the region. This also requires consideration of the two site-specific delivery order proposals, including the specific ECMs offered, price components, and cost savings and quality of infrastructure offered.

The margins and finance charges offered in the site-specific delivery order proposal H schedules

are not price evaluation factors for the regional IDIQ competition (the maximum margins and finance charges in the B schedules are). However, after the regional IDIQ awards are resolved the Government intends to select awardees for the two initial delivery orders without discussions or best and final offers, and the site-specific margins and finance charges offered, as well as savings, quality of infrastructure offered, and all other factors will be considered at that time as they relate to the bottom line site-specific offers of guaranteed savings and price.

Regional IDIQ Price Proposal Evaluation Factors

1. Maximum implementation margins by technology category (Schedule B-1) and maximum performance period margin (Schedule B-2) for any delivery order under the regional IDIQ contract will be evaluated by reviewing narrative descriptions of the basis for the offers, and verifying consistency of application within the site-specific offers. The Government recognizes that individual offerors may categorize direct and indirect expenses differently in their internal accounting systems, and that this affects margin. The Government intends that offerors be able to use their current accounting methods to support their price proposals, without negative evaluation consequence.

2. Maximum finance charge by delivery order performance period term and amount financed (Schedule B-3) for any delivery order under the regional IDIQ contract will be evaluated for reasonableness and by reviewing narrative descriptions of the basis for the offers, and verifying consistency of application within the site-specific offers.

3. Each delivery order price proposal (Schedules H-1 through H-4) will be evaluated:

   a. To assess reasonableness of the proposed guaranteed annual cost savings, performance period term, and total annual contractor payments and to verify that the schedules support these offers.

   b. To verify that proposed guaranteed cost savings exceed the proposed total annual contractor payments in each year of the performance period.

4. The price proposal will be subjectively evaluated not point scored.

Note: An unrealistic price proposal may be evidence of the offeror's lack of, or poor understanding of the RFP requirements.

M.3 OVERALL RELATIVE IMPORTANCE OF EVALUATION CRITERIA (APR 1984)

The technical proposal is of greater importance than the price proposal. However, if, after evaluation of the Technical and Price Proposals, two or more competing overall proposals are within the competitive range, the evaluated Price Proposals may be the deciding factor for selection, depending on whether the most acceptable overall proposals (excluding price consideration) are determined to offer the Government the best regional value when consideration of price for the cost savings and quality of infrastructure offered are included.

M.4 ELIGIBILITY FOR AWARD AND AWARD OF INITIAL DELIVERY ORDERS

The Government intends to make multiple awards to responsible offerors as evaluated in accordance with

the criteria set forth in M.1 above. The Government will make award to offerors whose proposals will be most advantageous to the Government, considering technical, price and other factors.

The Government reserves the right to determine which successful contractors awarded an IDIQ contract will be selected for awards of the first two delivery orders.

Firms must be on DOE's Qualified List of Energy Service Companies at time of award to be eligible for award. Instructions for application to the Qualified List are presented in 10 CFR 436 (b) "Methods and Procedures for Energy Savings Performance Contracting".

M.5 PREAWARD SURVEY

The Government may make a preaward survey of the best conforming offerors to determine whether such offerors are qualified and capable of performing the regional IDIQ contracts. The preaward survey will involve examination of the offeror's subcontracting and financial plans and status.

M.6 QUALIFICATION CRITERIA

(a) The proposal must clearly demonstrate that the offeror meets each and every one of the following Qualification Criteria in order to be evaluated in accordance with the Evaluation Criteria.

(1) The offeror must be listed on the DOE Qualified List of Energy Service Companies or have made application to be included on the list and be approved before award is made.

(b) Only those proposals which clearly demonstrate that the Qualification Criteria are met shall be evaluated. Offerors whose proposals do not meet the Qualification Criteria shall be advised of that determination.

ATTACHMENT A:

SAMPLE
REPORTING REQUIREMENTS
CHECKLIST
FOR DELIVERY ORDERS

Attachment A - Reporting Requirements Check

SCHEDULE OF DELIVERABLES FOR DELIVERY ORDERS					
Item	Description	Frequency	Due	Copies	Delivered to:
001	Certificate of Insurance	One time	15 days after award of delivery order	1	Contracting Officer for delivery order
	Performance Bond	One time	15 days after award of delivery order	1	Contracting Officer for delivery order
	Payment Bond	One time	15 days after award of delivery order	1	Contracting Officer for delivery order
002	Work Schedule	Monthly	10 days before work start	2	•Contracting Officer for delivery order (1 copy) •Contracting Officer's authorized representative for delivery order (1 copy)
003	Work - Outside Normal Hours	Per occurrence	5 days before work start	3	•Contracting Officer for delivery order (1 copy) •Contracting Officer's authorized representative for delivery order (2 copies)
004	ECM Installation Plan	One time	Per delivery order and, again if additional ECMs are added through modification to the delivery order	5	•Contracting Officer for delivery order (3 copies) •Contracting Officer's authorized representative for delivery order (2 copies)
005	ECM Installation Quality control Inspection Program	One time	With item 005 above	5	•Contracting Officer for delivery order (3 copies) •Contracting Officer's authorized representative for delivery order (2 copies)
006	Notification of Utility Interruption	Per occurrence	20 working days prior to outage	3	•Contracting Officer for delivery order (1 copy) •Contracting Officer's authorized representative for delivery order (2 copies)
007	O&M Manuals	One time	With training class	6	•Contracting Officer for delivery order (1 copy) •Contracting Officer's authorized representative for delivery order (1 master for reproduction and 4 copies)
008	ECM Performance Verification	Per ECM	Upon ECM installation	5	•Contracting Officer for delivery order (3 copies) •Contracting Officer's authorized representative for delivery order (2 copies)
009	As-built Drawings	Per ECM	90 days after Government's acceptance	3	•Contracting Officer for delivery order (1 copy) •Contracting Officer's authorized representative for delivery order (2 copies)
010	Annual Energy Audit for ECM Performance	Annually	15 days after audit	5	•Contracting Officer for delivery order (3 copies) •Contracting Officer's authorized representative for delivery order (2 copies)

ATTACHMENT B

HISTORY OF FEDERAL ENERGY LEGISLATION THAT ASSIGNS TEMPERATURE SET POINTS,VENTILATION REQUIREMENTS, AND LIGHTING LEVELS

HVAC THERMOSTAT SETTINGS - DEGREES F.

STATUS	HEATING	COOLING	LEGISLATION
Occupied	65-70[1]	78-80[2]	8 April 87, Federal Register
Vacant	55 max [3]	No A/C[4]	8 April 87, Federal Register
Occupied	65-70[5]	76-80[6]	1 July 94, 41CFR 101-20-107
Vacant	55 max[5]	No A/C[5]	1 July 94, 41CFR 101-20-107
Occupied	Comfort[7]	Comfort[7]	7 Apr 95, Federal Register
Vacant	55 max[7]	See note[7]	7 Apr 95, Federal Register

Notes:
[1] Thermostats shall be set to maintain temperatures between 65 and 70 degrees during the heating season,
[2] and 78 to 80 degree during the cooling season.
[3] During non-working hours, heating temperatures shall be set no higher than 55 degrees F,
[4] and air conditioning shall not be provided.
[5] No changes from previous requirements
[6] Thermostats shall be set to maintain temperatures between 76 and 80 degrees F during the cooling season.
[7] Temperatures will be maintained to maximize customer satisfaction by conforming to local commercial equivalent temperature levels and operating practices. GSA will seek to minimize energy use while operating its buildings in this manner. During non-working hours, heating temperatures shall be set no higher than 55 degrees F. And air conditioning will not be provided except as necessary to return space temperatures to a suitable level for the beginning of working hours.

VENTILATION REQUIREMENTS

LEGISLATION
7 April 95, Federal Register: "During working hours in periods of heating and cooling, provide ventilation in accordance with ASHRAE Standard 62, *Ventilation for Acceptable Indoor Air Quality* where physically practical. Where not physically practical, provide the maximum allowable amount of ventilation during periods of heating and cooling and pursue opportunities to increase ventilation up to current standards. ASHRAE Standard 62 is available from ASHRAE Publications."

MAINTAINED LIGHTING FOOT-CANDLES

DESKTOP	WORK AREA	NON-WORK AREA	LEGISLATION
50 [1]	30 [2]	10 [3]	8 April 87 Federal Register
50 [4]	30 [4]	10 [4]	1 July 94, 41CFR101-20-107
50 [4]	30 [4]	10 [4]	7 April 95 Federal Register

Notes:
[1] Except where special circumstances exist, illumination levels shall be maintained as near as practical to the following standards: 50 foot-candles at work station surfaces, measured at a height of 30 inches above floor level during working hours - (For visually difficult or critical tasks, additional lighting may be authorized by the GSA buildings manager or by agencies that have been delegated authority to perform building management functions.)
[2] as near as practical to 30 foot-candles in work areas during working hours, measured 30 inches above floor level.
[3] as near as practical to 10 foot-candles, but not less than 1 foot-candle in non-work areas during working hours (normally this will require levels of 5 foot-candles at elevator boarding areas, a minimum of 1 foot-candle at the middle of corridors and stairwells as measured at the walking surface and 10 foot-candles in storage areas.
[4] No changes from previous requirements.

ATTACHMENT C
DOE QUALIFIED LIST OF
ENERGY SERVICES CONTRACTORS

Qualified List of Energy Service Companies

(Developed by the Department of Energy for Federal Agencies - March 5, 1997)

Mr. Greg Page
Vice President
Abacus Engineered Systems, Inc.
401 Second Avenue South #201
Seattle, WA 98104
Phone: 206-283-0200
Fax: 206-583-8826

Mr. Scott Slavensky
President
Aircon Energy, Inc.
4234 North Freeway Blvd.
Ste. 100
Sacramento, CA 95834
Phone: 916-922-2004
Fax: 916-922-6481

Mr. Jerry Troyer
President
American Illuminetics, Inc.
2180 Las Palmas Dr.
Carlsbad, CA 92009
Phone: 619-438-3338
Fax: 619-438-4458

Ms. Monika S. Bay
Federal Project Manager
Baltimore Gas & Electric Company
7225 Windsor Boulevard
Baltimore, MD 21244
Phone: 410-265-4030
Fax: 410-265-4699

Mr. Robert P. Lewis II
Director
BGE Energy Projects & Services, Inc.
7225 Windsor Blvd.
Baltimore, MD 21244
Phone: 410-265-4751
Fax: 410-265-4700
E-Mail: robert.p.lewis@bge.com

Mr. Thomas S. Riley
Director, Energy Services
The Bentley Company
1777 Botelho Drive
Suite 350
Walnut Creek, CA 94596-5041
Phone: 510-945-3500
Fax: 510-945-3550

Mr. Kenneth J. Swan
General Manager - Performance Contracting
Building Controls & Services, Inc.
4 Peuquet Parkway
Tonawanda, NY 14150
Phone: 716-693-7220
Fax: 716-693-0648

Mr. Tom Lewis
President /CEO
Cenerprise, Inc.
One Main St. SE., Ste. 600
Minneapolis, MN 55414
Phone: 612-362-2800
Fax: 612-331-4641

Mr. Michael D. Leach, P.E., C.E.M.
Chairman/CEO
CES/Way International, Inc.
5308 Ashbrook
P.O. Box 36430
Houston, TX 77081
Phone: 713-666-3541
Fax: 713-666-8455

Mr. Thomas W. Mitchell
President
Co-Energy Group
725 Arizona Ave.
Ste. 206
Santa Monica, CA 90401
Phone: 310-395-6767
Fax: 310-395-7477

Mr. Mark H. Barber
Vice President
Commercial Engineering Corporation

2890 Dundee Rd.
Northbrook, IL 60062-2502
Phone: 847-205-1112
Fax: 847-205-1119

Mr. Bernie Cowsert
Vice President
Conserve-A-Watt Lighting, Inc.
720 Vallejo
Denver, CO 80204
Phone: 303-629-0066
Fax: 303-893-3315

Mr. Richard D. Housh, CEM
President
Control Solutions
1770 Mason-Morrow Rd.
Lebanon, OH 45036-9298
Phone: 513-398-9800
Fax: 513-398-9048

Mr. Dean Meyer
Director VAR Operations
Control Systems International, Inc. (CSI)
P.O. Box 59469
Dallas, TX 75229
Phone: 214-323-1111
Fax: 214-242-0026

Mr. Stephen T. Guthrie
President
D-Base Communications, Inc., dba
Energy Controls and Concepts
1758 Orange Tree Lane
Redlands, CA 92374
Phone: 909-335-1699
Fax: 909-335-5715

Mr. Guy M. Lyons
Special Projects Manager
Destec Energy, Inc.
2500 Citywest Blvd., Ste. 150
P.O. Box 4411
Houston, TX 77210-4411
Phone: 713-735-4000
Fax: 713-735-4307

Mr. Todd W. Stancombe
Vice President
Duke Engineering & Services, Inc.
400 South Tryon St.
P.O. Box 1004
Charlotte, NC 28201-1004
Phone: 704-382-7448
Fax: 704-382-8389

Mr. Joseph A. ...ulloney, Jr., P.E., CEM
Senior Engineer
EA Engineering, Science, and
Technology, Inc.
11019 McCormick Rd.
Hunt Valley, MD 21031
Phone: 410-584-7000
Fax: 410-527-1840

Mr. Timothy J. Otto
Director of Strategic Alliances
Edison Source/Edison International
13191 Crossroads Parkway North #405
City of Industry, CA 91746
Phone: 310-463-3110
Fax: 310-463-3001

Mr. Naresh K. Khosla
President
EMR
1901 North Fort Myer Drive
Suite 500
Arlington, VA 22209
Phone: 703-875-2800
Fax: 703-875-3784

Ms. Michelle Hayden
President
Energy Applications, Inc.
1565 Hotel Circle South
Suite 360
San Diego, CA 92108
Phone: 619-294-8448
Fax: 619-294-2327

Mr. Brian O. Curran
President/CEO
Energy Conservation Management, Inc.
518 North Charles St.
Baltimore, MD 21201
Phone: 410-332-0644
Fax: 410-576-2260

Ms. Rebecca DeLamotte
Vice President
Energy Investment, Inc.
One Winthrop Square, 2nd Floor
Boston, MA 02110-1209
Phone: 617-482-8228
Fax: 617-482-3784

Mr. Donald O. Smith, PE, CEM
President
Energy Masters Corporation
9101 West 110th St.
35 Corporate Woods , Ste. 200

Overland Park, KS 66210
Phone: 913-469-5454
Fax: 913-469-5343

Mr. Thomas K. Dressen
CEO
Energy Performance Services, Inc.
2003 Renaissance Blvd.
King of Prussia, PA 19406
Phone: 610-278-6633
Fax: 610-278-7255

Mr. Mark Gilbert
President
Energy Solutions, Inc.
618 East Douglas
Wichita, KS 67202
Phone: 316-267-8663
Fax: 316-267-2988

Mr. James L. Adams
President
Energy Systems Group, Inc.
101 Plaza East Blvd.
Ste. 320
Evansville, IN 47715-2804
Phone: 812-471-5000
Fax: 812-475-2544

Mr. Peter Greenberg
President
Energy-Wise Lighting, Inc.
P.O. Box 15443
Washington, DC 20003
Phone: 202-547-3499
Fax: 202-547-3499

Mr. Dennis Wilson
President
Enersave, Inc.
355 Lexington Ave., 19th Floor
New York, NY 10017
Phone: 212-661-9494
Fax: 212-661-9189

Mr. Robert F. Edwards
Director, Project Operations
Enova Energy, Inc.
P.O. Box 126211
San Diego, CA 92112-6211
Phone: 800-775-6599
Fax: 619-654-1794

Mr. Malcolm W. Jacobson
Director, Energy Services
Enron Capital & Trade Resources
Enron Corporation
1400 Smith St.
Houston, TX 77002-7361
Phone: 713-853-7348
Fax: 713-646-3653

Mr. Scott E. Rankert
Entech Sales & Service, Inc.
3404 Garden Brook Dr.
Dallas, TX 75234
Phone: 972-241-8188, 800-247-8646
Fax: 972-243-1774

Mr. Kenneth R. Black
Director, Marketing and Business
Development
Entergy Integrated Solutions, Inc.
4740 Shelby Dr., Ste. 105
Memphis, TN 38118
Phone: 901-542-2880
Fax: 901-367-2873

Mr. Michael Beccaria
Director, Government Performance
Contracts
ERI Services
350 Fairfield Ave.
Bridgeport, CT 06604
Phone: 203-335-0266
Fax: 203-335-2490

Mr. Edward T. Liston
President
EUA Cogenex Corporation
Boott Mills South
100 Foot of John Street
Lowell, MA 01852
Phone: 508-441-0090
Fax: 508-441-9299

Mr. Thomas H. Stoner
President
EUA Highland Corporation
2970 Wilderness Place, Ste. 110
Boulder, CO 80301
Phone: 303-786-9310
Fax: 303-786-8033

Mr. Kerry R. Wilson
Product Manager
Evantage, a Division of
Virginia Power
5000 Dominion Blvd.
Glen Allen, VA 23060
Phone: 804-273-4251
Fax: 804-273-4308

Mr. Steven Farinha
President
Farinha, Inc., dba
Paragon Construction
12405 Locksley Lane
Auburn, CA 95602
Phone: 916-823-6775
Fax: 916-823-0870

Mr. Alan Pong
President
Ferreira Service, Inc.
2566 Barrington Court
Hayward, CA 94545
Phone: 510-783-9330
Fax: 510-783-3375

Mr. James C. Crossman
President
Financial Energy Management, Inc.
1625 Downing Street
Denver, CO 80218
Phone: 303-832-1920
Fax: 303-831-8221

Mr. Jon W. Zellhoefer
Principal Engineer
FMCS Energy Services
3699 Hwy. 49 South
Mariposa, CA 95338
Phone: 209-966-3401
Fax: 209-966-6934

Mr. Daniel Tarkington
President
Four Seasons Environmental
849 Cannes Court
Loveland, OH 45140
Phone: 513-583-8910
Fax: 513-583-8912

Mr. William W. Kelly Jr.
President
FMS Lighting Management Systems, Inc.
323 Commerce Park Dr.
P.O. Box 10162
Jackson, MS 39286-0162
Phone: 601-362-1533
Fax: 601-982-2901

Mr. James N. Gardner
President
Gardner Engineering, Inc.
270 Parr Boulevard
Reno, NV 89512
Phone: 702-329-4133
Fax: 702-329-[illegible]064

Mr. F. Woodman Teele
Engineering Manager
General Electric Company
Motors and Industrial Systems
2101 Executive Dr., #60
Hampton, VA 23666
Phone: 804-827-4539
Fax: 804-827-4552

Mr. Roger Hurst
Chief Financial Officer
Global EPS LC
8582 Katy Freeway
Ste. 150
Houston, TX 77024
Phone: 713-467-4678
Fax: 713-461-3972

Mr. Francis X. Reilly Jr.
President
Harris Energy Systems
66 Long Wharf
Boston, MA 02110
Phone: 617-723-1700
Fax: 617-723-6856

Mr. Thomas W. Philbin
President
HEC, Inc.
24 Prime Pkwy.
Natick, MA 01760
Phone: 508-653-0456
Fax: 508-653-0266

Mr. Wayne Robertson, PE, CEM
Director of Energy Consulting
Heery International, Inc.
999 Peachtree St., NE
Atlanta, GA 30367-5401
Phone: 404-881-9880
Fax: 404-875-1283

Ms. Susan Engeleiter
Vice President Government Markets
Honeywell, Inc.
Honeywell Plaza
P.O. Box 524
Minneapolis, MN 55440-0524
Phone: 612-951-0182
Fax: 612-951-3446

Mr. Falah Alugaily
Chief Technical Officer
ICRC Energy, Inc.

10461 White Granite Dr., Suite #225
Oakton, VA 22124
Phone: 703-352-4910
Fax: 703-352-4915

Mr. R. Harold Chappell
CEO
IllumElex Corporation
2925 Huntleigh Dr., Ste. 104
P.O. Box 10461
Raleigh, NC 27604
Phone: 919-878-9008
Fax: 919-878-1542

Mr. Luis R. Fernandez
Executive Vice President
Imperial Construction & Electric, Inc.
359 Long Ave.
Hillside, NJ 07205-2016
Phone: 908-810-0322
Fax: 908-810-0328

Mr. William C. Douglas
Vice President and General Manager
Industrial Energy Applications, Inc.
P.O. Box 351
Cedar Rapids, IA 53406
Phone: 319-378-6500
Fax: 319-378-6565

Mr. Randy C. Gee
Vice President
Industrial Solar Technology
Corporation
4420 Mclyntyre St.
Golden, CO 80403
Phone: 303-279-8108
Fax: 303-279-8107

Mr. Steve Siverson
Business Unit Manager
J. B. Rodgers Performance Contracting
706 East Bell Rd., Ste. 206
Phoenix, AZ 85022
Phone: 602-404-7237
Fax: 602-404-7245

Mr. Tom Cirello
Government Market Manager
Johnson Controls, Inc.
Government Systems Group
9550 Ridgehaven Court
San Diego, CA 92123-1681
Phone: 619-560-8033
Fax: 619-560-0709

Mr. Ronald K. Hurbst
Manager of Energy Systems
KDC, Inc. dba
KDC Systems
7700 Pioneer Way, Ste. 103
Gig Harbor, WA 98335
Phone: 206-858-8084
Fax: 206-858-8234

Mr. Craig Conner
Marketing Manager
Landis & Staefa, Inc.
1000 Deerfield Pkwy.
Buffalo Grove, IL 60089-4513
Phone: 847-215-1000
Fax: 847-215-1093

Mr. Jay Taylor
Manager, Government Services
LighTec, Inc.
25 Depot St.
Merrimack, NH 03054
Phone: 603-424-2165
Fax: 603-424-4312

Mr. Robert E. Work
National Director, Comprehensive Services
Limbach Constructors, Inc.
1005 Alderman Dr.
Alpharetta, GA 30202
Phone: 770-752-9888
Fax: 770-752-9898

Mr. Juan G. Cabrera
President
Lord & Company, Inc.
8811 Sudley Rd.
Manassas, VA 20110-4728
Phone: 703-631-6843
Fax: 703-368-8026

Mr. David A. Schrier
President
Management & Business Associates, Inc.
6595 NW 36th Street
Suite C 309
Miami, FL 33166
Phone: 305-870-9810
Fax: 305-870-9838

Mr. Russell W. Riley
ESPC Manager
Mason & Hanger-Silas Mason Co., Inc.
First National Bank Building, Suite 420
701 South Taylor Street
Amarillo, TX 79101

Phone: 806-378-1524
Fax: 806-378-1529

Mr. D.K. Adams
Vice President
Mor-Lite of North America, Inc.
7207-A 114th Avenue North
Largo, FL 33773-5121
Phone: 813-547-8600
Fax: 813-545-0395

Mr. Steven J. Tillman
Manager
Morrison Construction Services, Inc.
1990 Saint Street
Richland, WA 99352
Phone: 509-375-1990
Fax: 509-375-1708

Mr. Thomas Holmes
Chairman/CEO
Nationwide Energy Management, Inc.
1101 30th Street, NW
Suite 300
Washington, DC 20007
Phone: 202-342-5570
Fax: 202-342-7583

Mr. Paul Bilbrey
President
Natural Lighting Company, Inc.
7021 W. Augusta #106
Glendale, AZ 85303
Phone: 602-435-6542
Fax: 602-939-0677

Mr. Morris B. Friedlander
New York Energy Savers Group, Inc.
P.O. Box 154
Brooklyn, NY 11219
Phone: 718-853-2560
Fax: 718-853-2560

Mr. John Rizzo, PE
Manager of Performance Contracting
Northeast Energy Services Company
(Noresco)
Point West Place
111 Speen St., Ste. 500
Framingham, MA 01701
Phone: 508-875-2252
Fax: 508-875-9921

Mr. David H. Van Hersett
Vice President
Northwest Energy Services, Inc.
9 N. Post Street, Suite 241
Spokane, WA 99201
Phone: 509-838-8978
Fax: 509-747-0008

Mr. William M. Gary
Executive Vice President
Onsite Energy
701 Palomer Airport Rd.
Ste. 200
Carlsbad, CA 92009
Phone: 619-931-2400
Fax: 619-931-2405

Mr. Michael A. Colotti
Vice President
OSRAM Sylvania Corp.
Sylvania Lighting Services Corp.
100 Endicott Street
Danvers, MA 01923
Phone: 508-750-2442
Fax: 508-750-2319

Mr. Jeff Bush
Vice President
Pacific Enterprises Energy
Services Company
633 W. Fifth Street
Los Angeles, CA 90071-2006
Phone: 213-895-3703
Fax: 213-244-8111

Mr. Daniel W. Parke
Director-President
Parke Industries, Inc.
2246 Lindsay Way
Glendora, CA 91740
Phone: 909-599-1204
Fax: 909-599-1208

Dr. E.R. Mayberry
President
Pepco Services, Inc.
2000 K St., NW, Ste. 750
Washington, DC 20006
Phone: 202-739-0804
Fax: 202-739-0801

Mr. Benjamin Brant
President
Planetec Utility Services Company, Inc.
1153 Evergreen Pkwy., Ste. M471
Evergreen, CO 80439
Phone: 303-674-1147
Fax: 303-674-0889

Mr. Robert H. Graham
Director
Power System Solutions, LLC
9185 Bond
Overland Park, KS 66214
Phone: 913-888-8050
Fax: 913-888-5558

Mr. Christopher T. Condy
Senior Operating Executive
Proven Alternatives, Inc.
1740 Army St.
San Francisco, CA 94124
Phone: 415-285-0800
Fax: 415-285-5805

Mr. P.E. Hudson
Vice President
Radian Corporation
P.O. Box 201088
Austin, TX 78720-1088
Phone: 512-454-4797
Fax: 512-419-6282

Mr. Jeffrey A. Evans
Vice President
Rieck Mechanical Services, Inc.
5245 Wadsworth Rd.
P.O. Box 14565
Dayton, OH 45413-0565
Phone: 513-274-1987
Fax: 513-274-7392

Mr. Daniel Kagan
Chief Operating Officer
The Robert Group
42 Passaic Street
P.O. Box 413
Wood-Ridge, NJ 07075
Phone: 201-472-9500
Fax: 201-472-2804

Mr. Samuel A. Roth
President
Roth Bros., Inc.
3847 Crum Rd.
P.O. Box 4209
Youngtown, OH 44515
Phone: 216-793-5571
Fax: 216-799-9005

Mr. Philip J. Fine, P.E.
Vice President
Savage-Alert, Inc.
707 Bloomfield Ave
P.O. Box 707
Bloomfield, CT 06002
Phone: 860-243-2707
Fax: 860-769-6851

Ms. Judy Mooers
Vice President
Science Applications International
Corporation (SAIC)
10260 Campus Point Drive
San Diego, CA 92121-1578
Phone: 619-546-6000

Mr. Timothy G. Davis
Vice President
Services, L.P., dba
ServiceMaster Management
9000 East Nichols Ave., Ste. 150
Englewood, CO 80112-4165
Phone: 303-790-4130
Fax: 303-790-4165

Mr. Bob Noonen
Customer Markets and Service Manager
Siebe Environmental Controls
Division of Barber-Colman Company
1354 Clifford Ave.
Loves Park, IL 61132-2940
Phone: 815-637-3140
Fax: 815-637-5320

Mr. Michael J. Moore
President
Southland Industries
1661 E. 32nd Street
Long Beach, CA 90806
Phone: 310-424-8638
Fax: 310-427-6155

Mr. Michaele Fossum
President
Sun Trapper Solar Systems, Mfg.
12118 Radium St.
San Antonio, TX 78216
Phone: 210-341-2001
Fax: 210-341-2652

Mr. Sam Tadros
President
Super Systems, Inc.
17561 Teachers Ave., Bldg. A
Irvine, CA 92614
Phone: 714-786-7117
Fax: 714-733-3430

Mr. S. Lynn Sutcliffe
President and CEO

SYCOM Enterprises
1010 Wisconsin Ave., N.W.
Ste. 340
Washington, DC 20007
Phone: 202-625-1030
Fax: 202-625-1067

Mr. William T. Line, P.E.
President
Syska & Hennessy/CEM, Inc.
11500 West Olympic Blvd.
Los Angeles, CA 90064
Phone: 310-312-0200
Fax: 310-312-6861

Mr. Ned W. Belt, Jr.
President
Systems Engineering and Management Corporation
1820 Midpark Rd.
Suite C
Knoxville, TN 37921-5950
Phone: 423-558-9459
Fax: 423-558-8831

Mr. Stephen E. Hincks
Vice President
TeleCommunication Systems
275 West Street
Suite 400
Annapolis, MD 21401
Phone: 410-263-7616
Fax: 410-263-7617

Mr. Thomas Olchefske
Business Development Manager
Thermal Energies, Inc.
609 Admiral Drive
Suite 208
Annapolis, MD 21401
Phone: 410-266-3708
Fax: 410-266-3709

Mr. Jay Althof or Mr. Vance Tang
The Trane Company, a Division of American Standard, Inc.
Asset Management Services Division
550 Oak Grove Pkwy.
St. Paul, MN 55127
Phone: 612-486-6700
Fax: 612-486-6787
E-Mail: amscontro@aol.com

Mr. David R. Balle
President
UCONS, L.L.C.
3055 112th Ave., N.E.
Suite 225
Bellevue, WA 98004-2067
Phone: 206-889-6485, 800-828-8440
Fax: 206-822-4825

Mr. Charles W. Hopkins
National Sales Manager;
Performance Contracting
United Technologies Carrier
Building Systems and Services
3206 Canterbury Lane
Montgomery, TX 77356
Phone: 409-582-1524
Fax: 409-582-1514
E-Mail: chuck.hopkins@carrier.wltk.com

Mr. David R. Ames, Jr.
Vice President
Virginia Energy Services
3200 West Moore Street
Richmond, VA 23230
Phone: 804-358-2000
Fax: 804-358-6342
E-Mail: sales@ves.org

Mr. Sam W. Dellario
Government Projects Director
Viron Corporation
216 NW Platte Valley Dr.
Riverside, MO 64150
Phone: 816-741-3500
Fax: 816-746-0260

Mr. Russell W. Spitz, Ph.D.
Senior Vice President
Vision Impact Corporation (VIC)
3733 Crown Point Road
Jacksonville, FL 32257
Phone: 904-262-6101, 800-346-3212
Fax: 904-260-4515, 800-998-2202

Mr. Bill Hatch
Director; Government Business
Xenergy, Inc.
3 Burlington Woods
Burlington, MA 01803-4543
Phone: 617-273-5700
Fax: 617-229-4867

Mr. Dean N. Schultzbank, P.E.
Federal Accounts Manager
Wisconsin Electric Power Company
231 West Michigan
P.O. Box 2949
Milwaukee, WI 53201
Phone: 414-221-3927

312-938-0016
Fax: 414-441-3853444

ATTACHMENT D

SITE TOUR INFORMATION
AND REQUEST FORMS

ATTACHMENT D – Site Tour Information and Request Forms

U.S. Department of Energy, Federal Energy Management Program
IDIQ Request For Proposal DE-AC05-97OR22586

Tour Introduction

The U.S. Department of Energy welcomes your participation in the Southeast Regional IDIQ Solicitation process. As explained in Section L.20 of the RFP, the purpose of the site walk-through tours is to familiarize prospective offerors with the proposal sites. Section L.20 also states that these tours are not required in order to prepare the site-specific offers since the proposal is to be based only on the information contained in the site data packages. If you have not already obtained the complete site data packages please refer to Section L.21 of your RFP for ordering information.

Due to the nature of this competitive procurement it will not be possible to answer any site-specific questions or solicitation questions during the site walk-through tours. Any questions must be submitted in writing in accordance with Section L.39. Please note that all site-specific proposals must be based solely on the information in the site data packages. Any site-specific assumptions necessary for completion of your proposal must be clearly stated in your response.

Southeast Region SUPER ESPC Solicitation Tour Instructions

Since each tour group must be limited in size, a number of tours are scheduled in advance. You must complete the tour reservation form following this page in order to reserve a tour space. Each company will be limited to three tour participants in order to provide tour spaces for the anticipated number of offerors. The tour reservation form should be completed and returned to the tour coordinator as soon as possible. Tour requests received after May 30th may not be confirmed prior to tour date and may not be honored if no tour slots are available. Also, you must indicate your first, second and third tour time preference as instructed on the tour reservation form. Tour times will be confirmed on a first-come basis. Tours at the North Carolina site will be held on the morning of June 10 and tours at the Florida site will follow in the afternoon on June 11. Tour site dates, directions and addresses are shown below.

Tour Site #1, US Coast Guard Support Center, Elizabeth City, NC, June 10, 1997

U. S. Coast Guard
U. S. Coast Guard Support Center
State Highway 34 (Weeksville Road)
Elizabeth City, NC 27909

Directions:

The Elizabeth City/Pasquotank County Municipal Airport located at the Support Center is available to private and charter airplanes.

From Norfolk International Airport:

Take Highway 17 south to Elizabeth City.
Take Highway 34 (Weeksville Road) out of Elizabeth City.
The Center will be on the left, within 5 miles of Elizabeth City.
Pick up a pass at the guard post and proceed to the ATTC Administration Building, Building 4. It is the first building on the right. Enter the far entrance at the front of the building. Take an immediate right to the auditorium.

Tour Site #2, NASA Kennedy Space Center, Kennedy Space Center, FL, June 11, 1997:

National Aeronautics and Space Administration
Kennedy Space Center
Kennedy Space Center, FL 32899

Directions:
From Orlando International Airport:

Take Highway 528 (Beeline Expressway, toll road) east toward Titusville and KSC.
Approximately 20 miles, bear left onto 407.
Take 407 to Hwy 405.
Go east on 405 (right turn) to Kennedy Space Center within approximately 3 miles.
Within 1/4 mile of crossing US-1, there will be a badging station on the right.
The tour will assemble at the badging station. Approximately 15 to 30 minutes will be required to get your badge.

Southeast Regional IDIQ Tour Request Form

Instructions:

1. Select tour team for each of the tours identified below.
2. Fill in name for each tour member for each tour.
3. Fill in company name and contact name and phone number.
4. Indicate first, second and third choices for tour time for each site.
5. Fax completed request form to: Terry Sharp, US DOE Oak Ridge National Laboratory, fax 423-574-9338 (email ats@ornl.gov)

Tour Site #1, US Coast Guard Support Center, Elizabeth City, NC, June 10, 1997

Company Information

Company Name _____

Company Address _____

_____

Contact Name _____

Contact Phone Number _____

Contact Fax Number _____

Contact Email Address (if available) _____

Tour Group

Name _____

Name _____

Name _____

Tour Site #2, NASA Kennedy Space Center, Kennedy Space Center, FL, June 11, 1997

Company Information

Company Name _____

Company Address_____

_____

Contact Name _____

Contact Phone Number _____

Contact Fax Number _____

Contact Email Address (if available) _____

Tour Group

Name (first, middle, last)	Social security #	Birthdate (mo/dy/yr)
	___-___-___	___-___-___
	___-___-___	___-___-___
	___-___-___	___-___-___

ATTACHMENT E

ATTACHMENT E – INTENTION TO PROPOSE

SOLICITATION NUMBER: RP-0597OR22586]

WE _____ DO INTEND TO SUBMIT A PROPOSAL OR BID.

_____

_____

_____

AUTHORIZED SIGNATURE: _____

TYPED OR PRINTED NAME AND TITLE:_____

DATE:_____

NAME AND ADDRESS OF FIRM OR ORGANIZATION (Including Zip Code)
(Please include internet address so that you can received amendments)

_____

_____

_____

NOTE: Unless otherwise stated in the solicitation, no other solicitation material should be returned if you do not intend to submit a bid/proposal.

MAIL TO: Angela P. Hart
Attn: DE-RP05-97OR22586
U.S. DOE-Oak Ridge Operations Office
P.O. Box 2001
Oak Ridge, TN 37831
FAX: (423)-241-2549
Email: Hartap@oro.doe.gov

PAST PERFORMANCE INFORMATION FORM

SAMPLE Client Authorization Letter (optional)

Dear "Client":

We are currently responding to the Department of Energy RFP number DE-AC05-97OR22586 for the procurement of energy savings services. They are placing increased emphasis in their procurements on past performance as a source selection factor. They are requiring that clients of entities responding to their solicitations be identified and their participation in the evaluation process be requested. Therefore, you are requested to complete the attached Past Performance Questionnaire to provide information on the work we have performed and submit it directly to Angela P. Hart, USDOE-ORO, P. O. Box 2001, Oak Ridge, TN, 37830.

Your cooperation is appreciated. Any questions may be directed to:

Sincerely,

PAST PERFORMANCE QUESTIONNAIRE - ATTACHMENT F

I. CONTRACT IDENTIFICATION

1. Contractor (Company/Division):

_____

_____

a. Indicate whether your company was the prime contractor or a subcontractor: Prime Subcontractor

2. Contract Number:

3. Brief Description of Requirement (Energy conservation project/facility energy management services):

_____

4. Contract Type:

5. Period of Performance (Basic and any options):

_____

6. Unusual Contract Features or Conditions:

_____

7. Award Information:

a. Competitive Award Yes No

b. Basis for Selection (i.e. 1) Tech Acceptable/lowest reasonable cost/price, 2) Best value - specify relative order of importance of evaluation criteria, 3) technical, 4) cost or price, 5) other):

_____

8. Contract Revisions:

Were there any requirement descopes, partial terminations, major waivers/deviations, or other important changes to the contract terms and conditions? Why did they occur? Were any due to poor contractor performance? What were the adverse impacts to program goals?

9. Contract Value:

Initial Amount		Current Amount*
Estimated Savings	$	$
Contractor Payments	$	$
Guaranteed Savings	$	$
Value	$	$

* Should reflect any contract value increases/decreases since initial contract award .

II. PAST PERFORMANCE EVALUATION

Please rate the contractor as "Outstanding" (O), "Good" (G), "Adequate" (A), "Poor" (P), "Unacceptable" (U), or "Not Applicable" (N/A) in the following areas. Please give a short narrative as to why you chose the adjective you did, especially for those areas which are other than "adequate".

A. QUALITY OF PRODUCT OR SERVICES

1. Overall performance in design, implementation and maintaining energy conservation projects.

Rating____ Comment _____

2. Quality control, workmanship, and conformance to specifications.

Rating____ Comment _____

3. Content and accuracy of technical, business, cost and/or other reports.

Rating____ Comment _____

4. Compliance with contract terms and conditions.

Rating_____ Comment:_____

5. Overall safety and health performance and conformance to safety standards.

Rating____ Comment _____

B. TIMELINESS OF PERFORMANCE

1. Development, implementation and adherence to work schedules.

Rating_____ Comment:_____

2. Timely completion of deliverables.

   Rating_____ Comment:_____

3. Timeliness of technical, business, cost and/or other reports.

   Rating_____ Comment:_____

C. COST CONTROL

1. Adherence to cost savings targets.

   Rating_____ Comment:_____

2. Accurately estimated and managed project cost effectiveness.

   Rating_____ Comment:_____

3. Price

   If there was any change in the contractor payments or savings to the Government that was the Contractor's fault, please explain the reasons why. Could it have been avoided?

   Rating_____ Comment:_____

4. Were there any contract revisions that impacted the contract value adversely, and what were they due to?

   Rating_____ Comment:_____

5. Change proposals submitted were reasonably priced and contained all appropriate supporting documentation.

   Rating_____ Comment:_____

6. Total amount of contract value increases:

   a. Changes made by your organization $

   b. Changes due to contractor $

   c. Increases in contract scope $

   d. Other causes (please explain)

D. BUSINESS PRACTICES

1. Please comment on the strong and weak points of the contractor's performance and management of the energy conservation project.

2. Contractor's skills in efficiently and effectively allocating and directing personnel and resources.

   Rating_____ Comment:_____

3. Contractor's ability in developing and managing subcontracts and consulting agreements.

   Rating_____ Comment:_____

4. Contractor's effective use of small/small disadvantaged business subcontracting.

   Rating_____ Comment:_____

5. Contractor's reasonable and cooperative behavior, flexibility, as well as their responsiveness to inquiries from your organization's technical and contract representatives.

   Rating_____ Comment:_____

6. Contractor conducts project in businesslike manner and willingness to cooperate with government personnel and other contractors.

   Rating_____ Comment:_____

7. Ability to finance energy conservation projects.

   Rating_____ Comment:_____

E. CUSTOMER SATISFACTION

1. Please comment on the overall satisfaction of your organization's technical monitors with contractor performance.

III. RESPONDENT INFORMATION

A. Name of evaluator(s):

B. Position title:

C. Organization name and mailing address:

D. Telephone number:

E. Facsimile number:

F. Your role in the program/contract:

G. Length of involvement in this program/contract:

H. Date questionnaire completed: