



**COMPREHENSIVE EFFICIENCY PROGRAM THROUGH PERFORMANCE CONTRACTING**

REQUEST FOR QUALIFICATIONS

**OVERVIEW**

The City of Franklin, WI (the "City") issues this Request for Qualifications (RFQ) for prospective Proposers to submit their Statement of Qualifications (the "proposal") for the City's consideration in achieving the required scope of services and requirements outlined herein. The scope of services includes designing, constructing, administering, and potentially managing Performance Contracts for efficiency initiatives to advance sustainable assets and infrastructure for the City. These initiatives encompass Renewable Energy, Energy Efficiency, Transportation, Water/Wastewater Infrastructure, Metering Technology, and other City Infrastructure Improvements collectively called "the Project."

**GOALS AND COLLABORATION**

Over the next four (4) years, with optional renewals, the awarded Proposer will collaborate with the City to prioritize projects aimed at achieving the following goals:

- Enhancing infrastructure and facility operations for improved efficiency.
- Investing in construction and renovation projects.
- Supporting teaching and learning initiatives.
- Stimulating local job growth and boosting the economy.
- Adhering to budget constraints.

**SUBMISSION DETAILS**

Qualifications must be submitted by **Thursday, February 22, 2024** - preferably via emailed PDF - to:

Kelly Hersh, Director of Administration  
9229 W. Loomis Road, Franklin, WI 53132  
Email: [khersh@franklinwi.gov](mailto:khersh@franklinwi.gov); (414) 427-7504

**PROPOSAL REQUIREMENTS**

Proposals should detail the history of designing, implementing, and operating performance-based cities or similar large operations. Additionally, they should outline how the Proposer will demonstrate their ability to recover investments orderly through cost savings related to energy efficiency, alternative fuels, labor efficiency, and reduced system maintenance.

#### SPECIFIC REQUIREMENTS

1. **Contractor's License:** Proposers must hold a current State Contractor's license in Wisconsin for at least five (5) years from the RFQ issuance date.
2. **NAESCO Membership:** Proposers must provide evidence of being an accredited National Association of Energy Services Companies (NAESCO) member for at least five (5) years from the RFQ issuance date. Partnerships must comply with this requirement.
3. **Technical Expertise:** Proposers must provide engineering and technical support staff with training and experience in utility cost reduction, building operations, and sustainable practices.
4. **Smart City Solutions:** Proposers must have experience in designing, installing, and maintaining Smart City solutions and applications.
5. **HVAC Systems:** Proposers must have experience in designing, installing, and maintaining automated control and HVAC systems.
6. **Water Technology:** Proposers must have experience in water metering technology, water treatment, and pumping processes and technology.
7. **Street Lighting:** Proposers must have experience in urban street lighting technology design and installation.
8. **Renewable Energy:** Proposers must have experience designing and installing Renewable Energy technology.
9. **Fire, Security, and Life Safety:** Proposers must have capabilities in fire, security, and life safety to address City inquiries regarding code, safety, and compliance.
10. **Research and Innovation:** Proposers must demonstrate knowledge of upcoming technologies and equipment innovations.
11. **Service Availability:** Proposers must provide 24-hour service and emergency response for critical systems within two (2) hours.
12. **Data Management:** Proposers must provide a data aggregation system for Energy Management, Energy Tracking, and Predictive Maintenance.
13. **Monthly Reporting:** Proposers must submit monthly utility data reports with analysis and suggestions.
14. **Training:** Proposers must have factory-trained technicians and provide in-house training for City staff.
15. **Communication:** Proposers must maintain regular communication and attend City meetings.
16. **Project Strategies:** Proposers must propose specific strategies and recommendations for achieving energy and building efficiency goals.
17. **Past Performance:** Proposers must provide references and evidence of past performance with detailed information, including no less than five (5) and no more than ten (10) projects.
18. **Organizational Chart:** Proposals shall include an organizational chart of all personnel and consultants, their roles, and qualifications.



**SELECTION PROCESS TIMELINE**

Release of RFQ:	February 8, 2024
Proposals due and acknowledged at 11:00 AM:	February 22, 2024
Proposals evaluated by the selection committee:	February 29, 2024
Receives council approval:	March 5, 2024

Note: Dates after receipt of proposals are subject to change if necessary.

**EVALUATION CRITERIA**

- 40% Experience and knowledge with design, implementation, and integration of listed efficiency solutions
- 30% Company financial stability, performance guarantees, and project funding options
- 20% Local team and technical experience
- 10% Corporate presence/commitment, including experience working with local SBE/WBE/DBE