



REQUEST FOR PROPOSALS

CMU 2878 ENERGY PERFORMANCE CONTRACTING SERVICES Investment Grade Audit and EPC Project Proposal

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SECTION A: SELECTION PROCESS

1. GENERAL INFORMATION

Colorado Mesa University seeks qualified Energy Service Companies (ESCO) to perform an investment grade audit (IGA) and develop an EPC Project Proposal. The University has executed a Memorandum of Understanding with the Colorado Energy Office (CEO)'s Energy Performance Contracting (EPC) Program and will follow its guidelines, practices, and procedures.

The goals of the project are to: (1) evaluate the universities facilities for energy and water efficiency upgrades, renewable energy systems, and other measures as requested (2) conduct an IGA and provide a report that makes recommendations for possible projects, (3) support the universities efforts in locating funding and/or financing of the proposed energy projects within the boundaries of Dodd-Frank and other regulations, (4) if retained, execute and implement an EPC. EPC execution includes guaranteeing energy and water savings through a specific scope of work and measuring and verifying that the savings guarantee has been delivered. EPC implementation includes construction and implementation oversight and management, commissioning, and execution of the measurement and verification (M&V) plan that meets or exceeds the requirements of the university, enabling legislation, and CEO protocols.

While it is the desire of the university to enter into a long-term partnership with the awarded ESCO, CMU does not guarantee the award of an EPC to the chosen ESCO. An EPC award will be determined following acceptance of the project proposal.

2. TIMELINE

The following table provides the anticipated timeline for the completion of this RFP process.

Activity	Timeline
Issue RFP.	June 22, 2026
Hold pre-proposal meeting and conduct site visit.	July 8, 2026, 12:00 pm MT
Proposals due	July 20, 2026, 1:00 pm MT
Review proposals. Selection Committee meets to develop shortlist.	July 23, 2026
Interview ESCOs.	August 10, 2026, Time TBD
Select ESCO.	August 17, 2026
Develop and execute IGA and Project Proposal Contract.	August 18, 2026
ESCO commences IGA.	Upon execution

3. MINIMUM QUALIFICATIONS

CMU intends to follow the CEO EPC Program's Secondary ESCO Selection Process to award a contract.

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CMU will only consider proposals from the CEO's list of pre-qualified Energy Service Companies (ESCOs).

4. SCOPE OF WORK

The university desires an aggressive energy and water savings program to result from the relationship.

The awarded ESCO shall evaluate 67 buildings and other facilities for energy and water efficiency upgrades, renewable energy systems, and other measures as requested. (Buildings and other facility information, including annual utility use and cost, may be found in Attachment A.)

In addition, the university has several specific projects to be included in the overall engineering review in addition to the firm's proposed buildings found in Attachment A.

Specific projects to be evaluated in the IGA process include:

- Replace non-LED lighting in all buildings identified in Appendix A
- Adding a solar array to the upper of a new student parking garage slated for completion in January 2027
- Potential to add battery storage on campus
- Replace DDC that controls the Thermal Energy Network
- Retro-Commissioning

This does not limit the ESCO from suggesting other energy savings projects in the normal course of the contract.

In their ESCO Base Contract with CEO, pre-qualified ESCOs agree to abide by CEO's Standard IGA Pricing model.

After the execution of the IGA contract, the chosen ESCO will then provide a comprehensive IGA report and EPC Project Proposal to make recommendations for possible projects based on the results of the IGA. Upon completion of the IGA and EPC Project Proposal, CMU may elect to enter into an EPC with the awarded ESCO for design, project management, construction, commissioning and measurement and verification services.

5. SPECIAL PROCUREMENT STIPULATIONS

CMU has target procurement requirements for the selected ESCO to adhere to when selecting subcontractors for the Investment Grade Audit and EPC project proposal. These requirements specific to our jurisdiction are listed below:

There are no special procurement stipulations for this scope of work.

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6. PRE-PROPOSAL CONFERENCE

Note that a pre-proposal conference will be held on the date and time identified in Section A.2. Timeline. The pre-proposal conference will begin at the CMU University Center, room 213. During the pre-proposal conference, certain facilities may be visited.

This pre-proposal conference is not mandatory; however, the university highly encourages interested firms to have representatives attend to get familiarized with CMU, its facilities, subsystems, and current state of energy usage.

7. PROPOSAL DUE DATE

Proposals are due by the date and time identified in Section A.2. Proposals must be sent electronically submitted via <https://www.rockymountainbidsystem.com>.

Name:	<u>Breanne Meier</u>
Agency:	<u>Colorado Mesa University</u>
Email Address:	<u>bmeier@coloradomesa.edu</u>
Phone:	<u>970-248-1417</u>

8. QUESTIONS, CLARIFICATIONS AND ADDENDA

Owner initiated changes to this RFP will be issued under numerically sequenced addenda.

Owner initiated changes to this RFP will be posted in the form of addenda on <https://www.rockymountainbidsystem.com>.

Questions and requests for clarifications regarding this project shall be submitted before the deadline listed in the above Schedule.

Communication regarding the project during the procurement, outside of this submission process or scheduled procurement milestones is not permitted.

9. SELECTION

The universities EPC Selection Committee will review the proposals submitted by the stated deadline.

A project consultant assigned by the CEO EPC Program will provide the Selection Committee with technical assistance but will not/ cannot participate as a member of the Selection Committee, nor engage in decision-making.

The university will schedule interviews with than four firms.

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CMU anticipates conducting interviews on the date identified in Section A.2. Interviews will be held at University Center, Room 213.

After the interview process, the committee will make a recommendation to the universities. The university reserves the right to waive any formality or any informality in the proposal award process. CMU reserves the right to accept any proposal, in whole or in part, and to reject any or all proposals as necessary.

10. AWARD

After contract award, the university and selected ESCO will negotiate and finalize the IGA and Project Proposal Contract.

11. CONTACT INFORMATION

Questions regarding this Request for Proposal should be directed to: Breanne Meier, Director of Campus Procurement, 970-248-1417, bmeier@coloradomesa.edu, no later than Wednesday, July 8th, 10:00 am MT.

SECTION B: SELECTION CRITERIA

Pre-qualified ESCO proposals will be evaluated on its written response to the following criteria.

1. MANAGEMENT APPROACH

1.1 Project Management and Coordination

Provide ESCO's organization chart (by name as available) for implementing and managing the proposed project, including the title of each individual shown and the lines of authority within the overall organization. Identify portions of the effort, if any, that are proposed to be subcontracted and provide the same information for subcontractor organization and personnel.

1.2 Appropriate Market Sector Experience/Expertise

Provide information that emphasizes ESCO's experience and expertise in our specific market sector.

List in one table the Energy Performance Contracting projects developed and implemented by your firm in our specific market sector **within the past five years**. Only include projects where work was directly conducted by your company.

Project Name	Facility Type	City & State	Project Size (Dollars)	Project Size (Square Feet)	Year Completed

If your firm has EPC projects performed in our specific market sector by staff members of your team **within the past five years**, while they were an employee by another firm, clearly identify the firm with overall responsibility for that project, the individual's name, and their role in the project.

Project Name/Prime ESCO/	Staff's Name/Role in Project	Facility Type	City & State	Project Size (Dollars)	Project Size (Square Feet)	Year Completed

1.3 Project Personnel and Staffing

Identify each individual(s) who will have primary responsibility for the following tasks: technical analyses, engineering design, construction management, construction, training, post-construction measurement and verification, and other services. Include a table to identify and describe the individual(s) who will have primary responsibility for each task. Also include any added expertise and capability of staff available through other branch offices, subcontracts, etc., that you can provide.

- Column 1: Name and title. Indicate whether ESCO staff or subcontractor. If a subcontractor, indicate name of subcontractor firm. Indicate base location as: permanent office in Colorado, on assignment from other state, or out-of-state support.

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- Column 2: Specify intended role and responsibilities for this contract and for possible EPC/implementation work, such as technical analysis, engineering design, construction management, construction, training, post-construction measurement and verification, support, or other services (specify).
- Column 3: Identify the estimated percentage of the individual's time that will be spent on this project.
- Column 4: Level of expertise, indicated by: number of years of relevant experience, and relevant supervisory responsibilities.

	Name Title Staff or subcontractor? Base location	Intended Role	Percentage of Time on Project	Level of expertise
1				
2				
3				
4				
5				
6				

Include resumes/historical information for each member of the proposed project team. Include a list of their relevant projects during the last five years including role, type of project, project cost, and any other information to support their skills/knowledge.

2. PROJECT APPROACH

The expectation is that there will be schematic and design development phases where client input and approvals will be required prior to construction document development. Additionally, the client will provide design build design intent specifications for the major mechanical, electrical, plumbing and technology improvements that may be looked at for energy savings. The requirements of these specifications will need to be incorporated into the design documents and final construction.

2.1 Design

Discuss your firm's design approach.

2.2 Product Selection

Discuss your firm's product specification procedures.

2.3 Construction

Discuss your firm's construction approach, including:

- Work plan development and coordination of identified client work requirements

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- Communication with users and facilities personnel throughout process
- Methods of procedures submittals and approvals
- Support for client calendar and events
- Safety practices and procedures

2.4 Closeout

Discuss your firm's approach to the following critical closeout activities:

- Systems Commissioning
- Owner Training
- Post-Implementation Report, which is a reconciliation of the EPC savings guarantee with any modifications during project implementation.
- Provision of Record Documents – i.e. As-Built/Operation & Maintenance manuals

2.5 Measurement and Verification

Discuss your firm's approach to measurement and verification. Describe how your team works with clients to identify and report on energy savings and/or potential energy savings shortfalls.

2.6 Other

Discuss your firm's experience in other, supporting areas, such as:

- Staff Engagement
- Behavior Modification

3. COST AND PRICING

Note: In accordance to the Colorado Open Records Act, (CORA) C.R.S. § 24-72-201:206, it is advised that the issuer of this RFP share its procurement department's policy on what will/will not be subject to public inspection.

3.1 IGA Pricing

The CEO has standard pricing for IGAs, based on the location and square footage of the public sector commercial building to be audited. (See following table.)

Standard IGA Pricing Table				
Tiered Pricing (\$/sq ft)		Total Facility Square Footage		
		Under 250K	250 – 500K	500K +
Distance from CEO 1580 Logan, Denver	Under 75 miles	\$ 0.250	\$ 0.225	\$ 0.200
	75 – 150 miles	\$ 0.275	\$ 0.250	\$ 0.225
	Over 150 miles	\$ 0.300	\$ 0.275	\$ 0.250

All ESCO's submitting proposals will use CEO's IGA pricing structure in their proposals.

Audit pricing for other facilities will be discussed and negotiated only after Notice of Apparent Awardee is issued. Do not make any reference to this pricing in the proposal.

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3.2 Project Pricing

Please use Attachment B Cost and Pricing Tool to identify the percentages proposed for this specific project that are equal to or less than the maximum rates stated in your Base Contract with CEO, based on the size, scope and location of the specific project.

3.3 Annual Costing

Provide estimated anticipated costs for Warranty, Measurement and Verification, and other pertinent categories below and how they are determined and applied to a project. Costs for the project shall not exceed the maximums established in the table below.

Determination of annual costs may be challenging without knowing project scope; therefore, elaborate on how annual pricing is determined.

Category of Annual Cost	Total Annual Cost	How Price is Determined	Years Applied (One-time, Annual, etc.)
Warranty			
Measurement and Verification			
Other:			

4. BEST VALUE

Briefly describe how the company's approach to performance contracting delivers best value for the investment. The responding company shall also describe any utility rebates or other financial incentives or grants it can potentially provide and/or facilitate.

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ATTACHMENT A: BUILDING AND FACILITY INFORMATION

Building Name	Gross Square Footage	Year Built (YYY)	Year Acquired (YYY)
Highest Priority Buildings Phase I			
Grand Mesa Hall	80,100	2008	
Mary Rait Hall	42,883	1967	
Maverick Center (Saunders) Multi-Use Facility	232,754	1969	2010
Pinon Hall	42,507	1967	
Rotary Hall (International School and Outreach)	6,720	1969	
Tolman Hall	44,178	1966	
University Center	104,502	2010	
Walnut Ridge Apts-A	9,756	1977	
Walnut Ridge Apts-B	8,568	1977	
Walnut Ridge Apts-C	9,756	1978	
Wubben/Science Bldg.	111,992	1969	2012
Number of Buildings	11		
Total Square Footage	693,716		
Lesser Priority Buildings Phase II			
Admissions and Housing	6,171	2009	2019
Albers Hall	4,648	1935	
Doug Sorter Foundation Offices	2,108	1982	2014
Fine Arts Building	38,843	2002	
Health Sciences Building	51,130	1964	2016
Housing Office/Welcome Center	15,470	1968	
Houston Hall	80,940	1940	2011
Lowell Henry Admin. Bldg.	41,238	1967	
Monument Hall	46,695	1997	
Moss Performing Arts Center	74,531	1969	2025
Tomlinson Library	95,601	1986	2012
Number of Buildings	11		
Total Square Footage	457,375		
Least Priority Buildings Phase III			
Aspen Apts	45,966	2020	
Asteria Theater	48,823	2024	
Bunting Avenue Student Housing	72,500	2011	
Campus Services Admin. Bldg.	9,867	2008	
Campus Services Shops Bldg.	15,921	2008	
Center for Reflection	2,000	2021	
Confluence Hall	68,337	2017	
Dominguez Hall	56,882	2008	
Escalante Hall	76,888	2014	
Forensic Investigation Research Station (FIRS)	2,747	2013	
Foster Field House	54,834	2023	
Garfield Hall Phase I	45,261	2013	2013
Garfield Hall Phase II	48,389	2014	2014
Hotel Maverick	1,909	2019	
Lineworker Building	9,387	2019	
Lucero Hall A	30,360	2009	
Lucero Hall B	6,709	2009	
Lucero Hall C	59,200	2009	
Orchard Avenue Residence Halls	59,360	2012	2011
SM-MEC	24,300	2022	
Wingate Hall	43,843	2016	
Number of Buildings	21		
Total Square Footage	783,483		

Total Number of Buildings & Structures 43
Total Building Area 1,934,574

ATTACHMENT B: CEO EPC COST AND PRICING TOOL

CEO's Cost and Pricing Tool, a Microsoft Excel workbook, is attached. Please read the **Overview and Instructions** and **Definitions** tabs before completing the spreadsheets. Return the completed workbook with your proposal.