



REQUEST FOR PROPOSALS ELECTRICAL ENGINEERING SERVICES

<u>Issued By:</u> Mid-Carolina Regional Council 6205 Raeford Road Fayetteville, NC 28304	<u>Date Issued:</u> September 3, 2024 <u>Response Deadline:</u> October 1, 2024
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1. Purpose

Mid-Carolina Regional Council is seeking proposals for engineering electrical services as described in this document.

2. Definition of Parties

Mid-Carolina Regional Council/Mid-Carolina Council of Governments will hereinafter be referred to as “MCRC.” Responders to the Request for Proposals shall be referred to as “Bidders”.

3. Scope

MCRC is seeking proposals from qualified bidders with expertise in providing an analysis of electrical components and backup energy needs of critical facilities used in local government operations. These facilities are identified in an inventory list provided within the Scope of Work below (Section 12).

4. Evaluation Criteria

Proposals will be evaluated on criteria deemed to be in MCRC’s best interest, including but not limited to price, company profile, quality of work as demonstrated in portfolio, responsiveness to terms and conditions, ability to meet specifications, and references.

5. Communication with MCRC

It is the responsibility of the bidder to inquire about any requirements of this RFP that is not understood. Responses to inquiries, if they change or clarify the RFP in a substantial manner, will be forwarded by addenda to all parties that have received a copy of the RFP. All questions pertaining to this RFP must be submitted in writing no later than September 16, 2024, by 5pm. MCRC will not be bound by oral responses to inquiries or written responses other than addenda.

Inquiries should be made to:

AnnMarie Yow, Project Planner
Mid-Carolina Regional Council
919-648-7811
ayow@mccog.org

6. Award of Proposal

Presentations may be requested of two or more bidders deemed by MCRC to be the best suited among those submitting proposals on the basis of the selection criteria. After presentations have been conducted, MCRC may select the bidder which, in its opinion, has made the proposal that is the most responsive and most responsible and may award the contract to that bidder. MCRC may cancel this RFP or reject any or all proposals in whole or in part. Should MCRC determine in its sole discretion that only one bidder is fully qualified, or that one bidder is clearly more qualified than any other under consideration, a contract may be awarded to that bidder without further action.

7. Confidentiality

The information contained in proposals submitted for MCRC's consideration will be held in confidence only as permitted by public records laws until all evaluations are concluded and an award has been made. Pricing and other information that is an integral part of the offer cannot be considered confidential after an award has been made. MCRC will honor requests for confidentiality for information of a proprietary nature to the extent allowed by law. Clearly mark any information considered confidential.

8. Closing Date

Sealed Proposal should be delivered to 6205 Raeford Rd., Fayetteville, NC 28304 no later than 3:00 p.m. on October 1, 2024. Proposals submitted after that time and date will not be considered.

9. Proposal Schedule

The following proposal schedule presents the timeline for the RFP process.

September 3, 2024
RFP release to prospective providers.

September 16, 2024
Deadline for submission of questions on RFP.

September 19, 2024
Send out summary of questions, comments and/or amendments of RFP to all bidders.

October 1, 2024
Sealed Bids due.

October 2, 2024
Sealed Bid Opening at Mid Carolina Regional Council at 1:00 pm.

October 7, 2024
Contract awarded.

10. Proposal Information

The Bidder shall provide, at minimum, the following information in the sealed bid proposal:

- Project Cost
- Project Summary – Provide detailed summary of how the bidder will approach the project scope. Include information pertaining to project timeline and methodology of data collection.
- Location – Provide the physical and mailing address of the bidder.
- References – Provide a list of three references. These references should be organizations that the bidder has done business with during the timeframe of January 2022 through present date.
- Project Team- Provide a list of project team members, including names and titles, as well as a summary of professional experience or copy of resume for each team member.

11. Contract Provisions

- Contractor must provide and maintain any licenses and permits required of the City, County, State and Federal Government, as well as any other requirements of the law.
- The contractor shall provide and maintain Worker's Compensation Insurance, as required by the laws of North Carolina, as well as employer's liability coverage with minimum limits of \$500,000 covering all of the contractor's employees who are engaged in any work under the contract. If any work is subcontracted, the contractor shall require the subcontractor to provide the same coverage for any of its employees engaged in any work under the contract. The contractor shall provide and maintain during this agreement General Liability Insurance on a comprehensive form on an occurrence basis in the minimum amount of \$5,000,000 combined single limit. Defense costs shall be in the excess of the limit of liability. Additionally, the contractor shall provide and maintain Automobile Liability Insurance, to include liability coverage, covering all owned, hired, and non-owned vehicles used in connection with the contract. The minimum combined single limit shall be \$200,000 bodily injury and property damage, \$200,000 uninsured/under insured motorist, and \$10,000 medical payment.
- Contractor hereby identifies and will not hold MCRC, its agents, and the property free of harmless, and shall defend them against any and all action, claim and cost resulting by the negligence of the Contractor, its agents and/or employees. Contractor will not be held responsible for any acts of God (Ice, Freezing, Hurricanes, storms, Floods, or uncontrollable infestations of diseases and/or insects).
- Contractor with permission from the Owner in written permission form of approval reserves the right to hire qualified Subcontractors to perform specialized functions or work requiring such and/or specialized equipment.

- Either party may cancel this agreement by giving written notice of thirty (30) days at any time during the term of the contract.
- A monthly invoice for work performed must be presented and the invoice will become payable within thirty (30) days of the invoice date (unless otherwise arranged with MCRC). The invoice should reflect what scope of work was performed for that billing period per site.
- Extra work outside of Contract will be done with an approved estimate by MCRC and a separate invoice for this work must be submitted with terms of payment included.

12. Scope of Work

MCRC was awarded a grant from North Carolina Office of Resiliency and Recovery (NCORR) to evaluate backup energy needs of local government members in Harnett, Sampson, and Cumberland Counties. MCRC is comprised of 24 member governments, with all 24 members participating in this evaluation. MCRC has partnered with the North Carolina Clean Energy Technology Center through Resilient Renewable Energy to Diminish Disaster Impacts (REDDI) to provide an in-depth REopt analysis on five of the county-owned buildings. This work being provided by NC Clean Energy Technology Center will coordinate with this proposal that is being solicited.

MCRC is soliciting a request for proposals from qualified bidders with demonstrated expertise in evaluating critical infrastructure to perform an analysis of critical facilities identified and determine backup energy needs to ensure energy resiliency. A list of facilities identified for this evaluation is included as an attachment to this request. The awardee is expected to perform the following duties within twelve (12) months of contract execution:

- Attend bi-weekly coordination calls with MCRC staff to provide updates on project progression. These will be in the form of a virtual meeting and will be arranged by MCRC staff.
- Attend up to four (4) steering committee meetings. These meetings will be arranged by MCRC and can be attended virtually.
- Attend up to five (5) meetings with NC Clean Energy Technology Center to coordinate the evaluation of five county facilities identified in the list provided within this scope.
- Perform, at minimum, one site visit to each facility, to evaluate existing facility needs and capabilities. The awardee is expected to coordinate with local government members to arrange meetings/site visits to perform evaluation of the facilities listed. MCRC will provide a contact list for each member government agency. Provide existing facility information including, but not limited to, energy source(s), type of equipment, serial numbers, model names/numbers, condition of equipment, and age of equipment.
- Develop a list of recommendations for improvements/upgrades and/or new backup energy opportunities for all facilities to ensure continuous services during a disaster event. List of recommendations must include at least one clean/green energy recommendation per facility, unless otherwise determined impractical.
- Develop an analysis of the utilization of a microgrid for backup energy for facilities identified.

- Develop cost estimates for all recommendations.
- Utilize GIS to create a map for each County that identifies jurisdictions and individual locations of all facilities evaluated.
- A final report will be provided in the form of a PDF to MCRC. This report will include a summary of findings for each jurisdiction, a list of existing facility information by jurisdiction, and list of recommendations for each facility with cost estimates by jurisdiction.
- Coordinate with North Carolina Clean Energy Technology Center to develop methodology for evaluating green energy recommendations, identified for the five facilities specified in the list provided by MCRC.

The number of facilities will vary by county.

Cumberland County																	
	City/Town Hall	City/Town Police Facilities	County Sheriff Facilities	Fire Station/ EMS Station	Lift Station	Pump Station	Well	Courthouse	Public Works	Community/ Recreation Center	Emergency Shelter	Animal Services	Library	Wastewater/Water Treatment	Msc.	Total Buildings Per City/Town	Total Buildings
County																	
Fayetteville			6					2				1			9	18	18
Municipality																	
Eastover	1				4					1						6	63
Falcon	1													1		2	
Fayetteville	1	1		18						3				1		24	
Godwin	1									1						2	
Hope Mills	1	1							1						1	4	
Linden	1									1						2	
Spring Lake	1	2		2					1					1		7	
Stedman	1				5									1		7	
Wade	1					2	4			1					1	9	
Total Buildings Per County																	81

Harnett County																	
	City/Town Hall	City/Town Police Facilities	County Sheriff Facilities	Fire Station/ EMS Station	Lift Station	Pump Station	Well	Courthouse	Public Works	Community/ Recreation Center	Emergency Shelter	Animal Services	Library	Wastewater/Water Treatment	Msc.	Total Buildings Per City/Town	Total Buildings
County																	
Anderson Creek				1												1	60
Angier				1		2				2						5	
Broadway				2												2	
Buies Creek				1												1	
Bunnlevel				2		2										4	
Cameron				2												2	
Coats				1						1						2	
Dunn				2		2										4	
Erwin				1		1										2	
Fuquay Varina				3		1								1		5	
Lillington			2	6		6				2	1	1	1	3		22	
Sanford				2		2										4	
Spring Lake						4				2						6	
Municipality																	
Coats	1	1													2	4	47
Dunn	1	1			8	4		4	2				2	4	26		
Erwin	1	1						1					1	1	5		
Lillington	1			1	7			1						2	12		
Total Buildings Per County																	107

Sampson County																	
	City/Town Hall	City/Town Police Facilities	County Sheriff Facilities	Fire Station/ EMS Station	Lift Station	Pump Station	Well	Courthouse	Public Works	Community/ Recreation Center	Emergency Shelter	Animal Services	Library	Wastewater/Water Treatment	Msc.	Total Buildings Per City/Town	Total Buildings
County																	
Clinton			1								2	1			7	11	16
Newton Grove						1					2					3	
Rose Hill											1					1	
Salemburg											1					1	
Municipality																	
Autryville	1								1							2	78
Clinton	1	1		2	15		9		1					2	6	37	
Garland	1					2										3	
Harrells	1			1			3									5	
Newton Grove	1				1	3								1		6	
Roseboro	1			1	5		3		1					2	1	14	
Salemburg	1						3							2	1	7	
Turkey	1						2								1	4	
Total Buildings Per County																	94