



Redevelopment Authority  
of Prince George's County

# **REDEVELOPMENT AUTHORITY OF PRINCE GEORGE'S COUNTY**

**REQUEST FOR QUALIFICATIONS-EXPRESSIONS OF  
INTEREST  
NO. 2017- 8**

***ENERGY SERVICE PROVIDERS***

***Coral Hills Façade Renovation & Energy Retrofit Grant Program***

***ISSUE DATE: April 12, 2017***

***PROPOSAL CLOSING: April 27, 2017***

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REQUEST FOR QUALIFICATIONS/EXPRESSIONS OF INTEREST  
**ENERGY SERVICES PROVIDERS**  
Coral Hills Façade Renovation & Energy Retrofit Grant Program

**SECTION I: INTRODUCTION**

**1.1 PURPOSE**

The purpose of this Request for Expression of Interest is to solicit qualifications from individuals or firms for energy retrofit services as may be required by the Redevelopment Authority (RDA) to implement the **Coral Hills Façade Renovation & Energy Retrofit Grant Program**. The goal of the Coral Hills TNI Single Family Façade Renovation and Energy Retrofit Grant Program is to preserve, improve and enhance existing single family owner occupied residential properties through exterior façade renovations and interior energy efficiency upgrades.

**1.2 BACKGROUND**

The Coral Hills neighborhood is located in Suitland/Coral Hills TNI Area. **Southern Avenue, Marlboro Pike, Pennsylvania Avenue and Brooks Drive** are the boundaries of the **Coral Hills Neighborhood (Attachment A Boundary Map)**. The majority of the housing stock in Coral Hills is 50-100 years old. Sixty six (66%) of the housing stock was built prior to 1970.

Some examples of exterior or interior retrofit items are:

1. Lighting Retrofit.
2. Energy star qualified programmable thermostats.
3. Energy star rated gas (tank less) water heaters.
4. Dual-flush toilet converters.
5. Weather stripping around doors and windows.
6. Solar Panels
7. Insulation where needed

**Local and Minority Business Involvement\***

The RDA seeks to have local and minority business participation. Respondents should identify if their firm is a certified Minority Business Enterprises (MBEs) or local businesses. Further, any plans for local and minority contracting and hiring should be submitted.

*\*A minority- owned business is defined as a business which is at least 51% owned by one or more minority group members; or , in the case of publicly owned business, on in which at least 51% of its voting stock is owned by one or more minority group members, and whose management and daily business operations are controlled by one or more such individuals Minority group members include, but are not limited to, Black Americans, Hispanic Americans, Native Americans, Asian Pacific Americans and Asian Indian Americans, and Hasidic Jewish Americans.*

*A local-based business is defined as a business located in or owned in substantial part by persons residing in the County.*

### **1.3 Oral Presentation**

The Redevelopment Authority reserves the right to conduct individual interviews with finalists Request best and final offers from any and all finalists. Those Respondents may be required to Provide oral presentations to discuss qualifications, techniques and answer questions from the RDA's Proposal Analysis Group, and/or clarify their technical submission.

### **1.3 Qualifications**

1. Please provide number of years of experience in administering energy retrofit projects.
2. Provide a brief company profile, not exceeding 500 words.
3. Describe the type of business entity (sole propriety, corporation, LLC or other).
4. Provide samples of successful and completed energy service projects.
5. Describe how previous projects were funded and the amount of funding. Please provide before and after pictures.
6. Name, brief description of personnel, and related qualification that you expect to perform the work. (subcontractors and their training and experience)
7. Please provide references
8. Firms/individuals must be in good standing with the State of Maryland Department of Assessment and Taxation. Please provide Certificate of Good Standing
9. As an energy service provider, please describe your ability to leverage your company's funds, grant funds secured, or funds from other programs you provide with county funds.

**Evaluation and Selection Committee**

The Proposal Analysis Group (PAG) will evaluate all qualifications received by the closing deadline. The PAG may request additional technical assistance from any source within the County.

**Qualifying Responses**

The PAG will review each Proposal for Compliance with the mandatory requirements for this RFQ. Failure to comply with any requirements of this procurement may disqualify a Respondents’ Proposal. The RDA reserves the right to waive a requirement and/or minor irregularities when it is in the RA’s best interest to do so. Qualifications will not be opened publicly.

**Evaluation criteria**

After determining compliance with the requirements of this RFQ the PAG shall conduct its evaluation of the technical merit of the qualifications. Each proposal received as a result of this RFQ shall be subject to the same review and evaluation process. The following criteria will be used in the evaluation of submitted qualification:

Criteria	Points
<p><b>1. Qualifications of key personnel</b></p> <p><i>Points will be awarded based on educational credentials, possession of appropriate business and professional licenses, certifications and professional accomplishment or awards.</i></p>	20
<p><b>2. Past Experience and performance</b></p> <p><i>Points will be awarded based upon the successful completion of similar work in a timely and economical manner. Reviews from references, along with their contact information, are required. A minimum of three references are required.</i></p>	30
<p><b>3. Leverage of funds</b></p> <p><i>The higher the demonstrated leverage of additional public or private resources, the more points awarded for this category.</i></p>	20
<p><b>4. Minority and local business involvement</b></p>	20

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<i>Points will be awarded based upon the level of local and minority business participation. Preference is given to local and minority individuals/firms.</i>	
<b>5. Overall responsiveness to the RFQ</b>  <i>Points will be awarded based upon the clarity of the response to the RFQ</i>	10
	100

**Contact**

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Please submit one original and three copies of your qualifications of interest to **Victor Sherrod, Asset Manager** 9200 Basil Court Suite 504 Largo, MD 20774. Submissions are due no later than **12:00pm EST April 27, 2017**. All questions must be submitted by **April 17, 2017** and will respond by **April 21, 2017**.