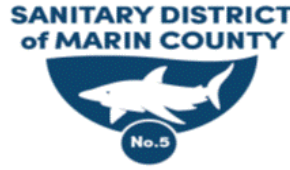


Management

Tony Rubio  
Joel Alvarez  
2001 Paradise Drive  
Tiburon CA 9420

District Manager  
Admin Services Manger



1922-2022

*100 Years of Public Service*

Board of Directors

Catherine Benediktsson	President
Richard Snyder	Vice President
John Carapiet	Secretary
Omar Arias-Montez	Director
Tod Moody	Director

Request for Proposal

Energy and Wastewater Infrastructure Modernization and Utility Savings Program

**A. Introduction:**

Sanitary District No.5 of Marin County is soliciting proposals from Engineering design firms which may wish to provide a proposal for the development, implementation and monitoring of a comprehensive and wastewater infrastructure modernization and utility savings program.

The District intends to implement the program through Design-Build construction method consistent with the provision of California Government Code sections 4217.10-4217.18 or other applicable design-build procurement such as Sente Bill 706, which expanded the use of Progressive Build method by special districts effective January 1, 2023.

The District, at its sole direction, may select the awarded respondent for subsequent phases of work. The District, at its sole discretion, also reserved the right to reject any or all respondents.

**B. General Information**

Sanitary District No.5 of Marin County (District) operates the Main Treatment Plant, Paradise Cove Treatment Plant and its associated collection systems. The Main Plant serves a current population of 8,400. The District owns and operates the Main Treatment Plant and Paradise Cove Treatment Plant, which provides secondary treatment of domestic and commercial wastewater collected from the Town of Tiburon and the City of Belvedere and surrounding, unincorporated areas. The collection system consists of 29 miles of gravity sewer line, 5 miles of force main and 24 pump stations within its service area. The Main treatment plant has an average dry weather design treatment capacity of .98 MGD and can treat up to 2.3 MGD through Secondary Treatment. The Paradise Cove plant has an average dry weather design treatment capacity of .040 MGD and can treat up to .100MGD through secondary treatment.

**C. Objective**

The infrastructure modernizations the District seeks, includes but not limited to:

1. Solar Photovoltaic System and Battery Energy Storage System feasibility
2. Linear Generator Feasibility
3. Electric Vehicle charging solutions
4. High Efficiency HVAC & Controls

5. Pump Efficiencies at Treatment Plant and Collection System Pump Stations
6. Digester Sludge Heating Improvements
7. Activated Sludge aeration system energy improvements
8. Automation technologies including SCADA
9. Odor Control System energy improvements
10. Remote monitoring services
11. Upgrades of old and inefficient systems
12. Pump station battery backups for stations without emergency generators

The Goals of the Utility Savings program are but not limited to:

- Provide more stable rates for ratepayers
- Provide reduced operation of standby diesel generators at the treatment plants and collection system pump stations
- Produce fewer harmful emissions by reducing GHG emissions
- Modernizes aging infrastructure
- Provide electrification across facilities and to support fleet
- Provides potential revenue streams
- Achieves long-term cost savings through reduced energy, gas & water usage
- Promotes staff and operational efficiency
- Maintains building functionality and compatibility with existing equipment
- Improves utilization of technology to achieve optimum performance and savings
- Minimizes financial and technical risk to the Owner
- Provides training to employees on maintenance and repair of equipment and controls
- Provides comprehensive funding solutions
- Utilize efficient and climate friendly technology
- Assist with the Town of Tiburons Climate Action Plan to reduce greenhouse gas emissions below 50% of 1990 levels.

In addition, respondents shall support the Districts goal to have a funding plan explore ways to maximize and stretch the impact of capital dollars by promoting economies of scale and investing in infrastructure modernizations that have an immediate impact on reducing operating expenditures and maintenance costs.

#### **D. Scope of Services**

Upon award, the selected respondent shall perform in-depth site assessments at each of the District's facilities to evaluate comprehensive infrastructure renewal and budget relief measures in the following areas:

1. Solar, battery storage, and other renewable technology
2. Groundwater sustainability (I.E. Desalinization infrastructure and improvements)
3. Flow Meter Upgrades
4. Microgrid and power resiliency solutions
5. Electrification of facilities
6. Electronic Vehicle (EV) charging
7. Heating Ventilation & Air Conditioning (HVAC) systems
8. SCADA improvements
9. Building Automation System (BAS) and security/access systems installation, upgrade, or expansion
10. Interior & exterior lighting and controls
11. Building envelope upgrades including roofing and windows
12. Water/Wastewater infrastructure such as lift and pump stations
13. Smart irrigation control systems
14. Water conservation measures
15. Other related infrastructure improvements

16. Other training, remote monitoring services, and on-going support services that will ensure objectives of program are met over the term of the agreement

The selected respondent will then develop a scope of work and financial analysis for Staff and Board consideration. If the proposed scope and funding plan meet the needs of the District, an implementation agreement will be presented for Board consideration. If approved, all infrastructure improvements must be provided on a turn-key basis including all necessary permits, engineering, delivery, installation, commissioning, training, warranty service, and compliance with any applicable funding programs. saving, as necessary. M&V service are to be provide in accordance with the guidelines set by the funding source.

#### **E. Tentative Schedule**

<u>April 10, 2026</u>	<u>Issue Request for Proposals</u>
<u>May 8, 2026</u>	<u>Deadline for receipt of RFP's</u>
<u>May 14, 2026</u>	<u>District completes RFP review.</u>
<u>May 21, 2026</u>	<u>District Board of Directors authorization to award consultant contract</u>
<u>Contract Duration:</u>	<u>6 months</u>

#### **F. Minimum Requirements and Proposal Contents**

Respondents must meet the following minimum requirements to participate in the District's RFP process:

- Have five (5) California public sector customer references for which the respondent has provided turn-key design-build responsibility in the past three (3) years.
- Current accreditation by the National Association of Energy Services Companies (NAESCO) as an Energy Services Provider (ESP) or Energy Services Company (ESCO)
- Currently on the U.S. Department of Energy's (DOE) Qualified List of Energy Service Companies
- Active G.C. license in California
- Minimum of \$10 Million in bonding capacity
- No pending or previous litigation associated with program implementation, savings performance, and/or measurement and verification (M&V) of a comprehensive infrastructure renewal and budget relief project in the last five (5) years

#### **PROPOSAL INSTRUCTIONS**

##### Ink or Typewritten

All information, prices, notations, signatures, and corrections must be in ink or typewritten. Mistakes may be crossed out and corrections typed or printed adjacent to the mistake and initialed in ink by the person signing the proposal.

### Signature Verification

To be considered for award, each proposal must be signed by a legally authorized representative of your company.

### Proposal Documents

Failure to completely execute and submit the required documents before the bid submittal deadlines will render a proposal non-responsive.

### Informed Respondent

It will be your responsibility to be fully informed as to the conditions, requirements, and specifications before submitting qualifications. Failure to do so will be at your firm's own risk and relief cannot be secured on the plea of error.

## **PROPOSAL SUBMISSION REQUIREMENTS**

Five (5) hard copies (one marked "original") and one (1) electronic copy of the proposal shall be submitted in the format contained in the RFP. The original proposal shall be submitted in a three (3) ring loose-leaf binder or report cover. It is critical that all responses follow the same format to allow equal and fair evaluation of each response. Responses should be limited to forty (40) pages (not including table of contents, cover letter, or sample contracts/agreements) and include the following:

### SECTION TABS

Qualifications should be divided by tab sections according to items in the index. This will assist the evaluating team in identifying items and information submitted with the proposal

### TABLE OF CONTENTS

The table of contents of the proposal should include a clear and complete identification of the materials submitted by tab section and page number.

### COVER LETTER

A signed letter of interest (no more than two (2) pages), stating the respondent's interest and qualifications in providing the services as outlined in the RFP. Please describe how the respondent meets the minimum requirements as described in section III of the RFP.

#### Tab 1: Background, Financial Capacity & Management Structure

Provide general information on the respondent including: a brief history of the firm, key differentiating factors and areas of expertise, length of time performing services, and location of California offices.

Provide a statement of the respondent's financial capacity and capability to perform to the terms of this solicitation request.

Describe the management structure of the responding firm and include an organizational chart. Provide resumes for personnel to be used on this project and describe their qualifications and experience with projects of a similar size and scope.

- Tab 2: Litigation Disclosure

Describe any previous or current involvement as a party in any formal litigation, arbitration or mediation associated with implementation performance, savings performance on an energy savings contract or specifically related to an Investment Grade Audit (IGA) agreement in the

last five years under any previous or current firm names, along with a description of the nature and outcome of such litigation.

#### Tab 3: References

Provide detailed project histories for a minimum of five (5) California public agencies which the responding firm provided turn-key responsibility for similar design-build energy and water renewal programs in the past three (3) years. Describe the scope of work, start/completion date, services and equipment provided, project size, total project savings, and funding sources. Include customer's primary contact phone number and email.

#### Tab 4: Project Approach

Provide a description of the respondent's approach to performing site assessments and identifying infrastructure improvement.

Provide a description of the respondent's approach to managing the project implementation and procedures for minimizing occupant disruptions.

Describe the steps taken by the respondent during and after the turnover process to ensure successful project implementation.

Describe training programs available for District employees.

#### Tab 5: Funding Sources

Describe the respondent's experience with obtaining funding for California public sector infrastructure needs and budget relief programs. Please describe specific funding sources that the respondent has assisted other entities with including any funding solutions or approaches which may be unique or exclusive to the respondent.

#### Tab 6: Savings

Describe the respondent's approach to projecting and proving utility savings.

Describe the methodology and formulas utilized for reporting of the savings.

Provide a description of monitoring services after implementation.

List any projects/customers in which the guaranteed savings was not met and how each was resolved.

#### Tab 7: Additional Benefits and Value-Added Elements

Please describe any additional benefits that may result from program implementation and the respondent's added value elements in delivering infrastructure renewal and/or budget relief programs.

#### Tab 8: Contracts, Pricing and Forms

Provide sample contracts for an investment grade audit, project installation, Measurement & Verification (M&V) including terms and conditions. Complete and include enclosed pricing proposal and acknowledgement form.

Business references.

Estimated cost for delivery of Design, bid package preparation and contract management of the Digester cleaning and rehabilitation project.

### **G. Selection Process**

- Proposals are to be provided as an original and 5 (five) copies and one electronic PDF copy.
- Proposals will not be returned

- Proposals must be received by 1:00 pm on Friday April 29, 2022 Address proposals to :  
Tony Rubio  
District Manager  
Sanitary District No.5 of Marin County  
PO Box 227  
Tiburon CA 94920
- Questions regarding this RFP shall be directed to the District Manager at 415-435-1501.
- Proposals will be reviewed by the District Manager and the Capital Improvement Committee which will prepare a list of firms ranked in order of preference. At least 2 (two) firms will be listed. This list will be submitted to the Board of Directors for their final approval.
- In the event that the committee is unable to make a clear selection, the District reserves the right to interview preferred firms for that expressed purpose.
- Should the District be unable to reach a satisfactory agreement with the Board of Directors designated firm, discussion will be held with the remaining firms on the list, in order of preference.
- The District reserves the right to reject any and all proposals and to terminate the selection process at any time, for any reason, without liability to the District.