

# 09-68

**RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR**

**(BOARD OF COUNTY COMMISSIONERS)**

Rev. Code, Secs. 5705.34, .35

The Board of County Commissioners of Auglaize County, Ohio, met in Regular session on the 26th day of February, 2009, at 2009 (Regular or Special) Year, at the office of said Commissioners with the following members present:

Douglas A. Spencer

Don Regula

John N. Bergman

Mr. Regula moved the adoption of the following Resolution:

WHEREAS, This Board of County Commissioners in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1st, 2009 Year; and

WHEREAS, The Budget Commission of Auglaize County, Ohio, has certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within, the ten mill tax limitation; therefore be it

RESOLVED, By the Board of County Commissioners of Auglaize County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and be it further

RESOLVED, That there be and is hereby levied on the tax duplicate of said County the rate of each tax necessary to be levied within and without the ten mill limitation as follows:

General Fund

Within the Ten Mill Limit

**SCHEDULE A**

**SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION,  
AND COUNTY AUDITOR'S ESTIMATED TAX RATES**

FUND	Amount Approved by Budget Commission Inside 10 M. Limitation	Amount to Be Derived From Levies Outside 10 M. Limitation	County Auditor's Estimate of Tax Rate to be Levied	
			Inside 10 M. Limit	Outside 10 M. Limit
A. General Fund	2 166 160		2.50	
D. Road and Bridge Fund				
E. District Board of Health		752 971		1.00
O. <del>General Bond Retirement Funds</del> Mental Health		391 309		.50
Q. <del>Airport Construction Funds</del> Council on Ageing		804 564		1.00
Q. <del>Building Construction Funds</del> MR/DD	15 13	3 982 936		6.75
Q. Bridge Construction Funds				
Q. Ditch Construction Funds				
Q. Sewer Construction Funds				
Q. Water Construction Funds				
Q. Incinerator Construction Funds				
Q. Road Construction Funds				
Q. Other — Miscellaneous Construction Funds				
3. Relief and Welfare Special Levy Funds				
3. Child Welfare Services Special Levy Funds				
3. Health, Mental Health and Clinics Special Levy Funds				
3. Airports and Commerce Special Levy Funds				
3. Parks and Recreation Special Levy Funds				
3. Other — Miscellaneous Special Levy Funds				
<b>TOTAL</b>	2 166 160	5 881 600	2.50	9.25

**SCHEDULE B**

**LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES**

FUND	Maximum Rate Authorized to Be Levied	County Auditor's Estimate of Yield of Levy (Carry to Schedule A, Column II)
<b>GENERAL FUND:</b>		
Current expense levy authorized by voters on	YEAR	
not to exceed years.	,	
Current expense levy authorized by voters on	,	
not to exceed years.	,	
Current expense levy authorized by voters on	,	
not to exceed years.	,	
Current expense levy authorized by voters on	,	
not to exceed years.	,	
<b>TOTAL GENERAL FUND OUTSIDE 10 M. LIMITATION</b>		
<b>SPECIAL LEVY FUNDS:</b>		
Levy authorized by voters on	,	
not to exceed years.	,	
Levy authorized by voters on	,	
not to exceed years.	,	
Levy authorized by voters on	,	
not to exceed years.	,	
Levy authorized by voters on	,	
not to exceed years.	,	
Levy authorized by voters on	,	
not to exceed years.	,	



**IN THE MATTER OF AUTHORIZING ACQUISITION OF REQUEST FOR PROPOSAL OF ENERGY SERVICE PROVIDERS FOR SELF FUNDING ENERGY EFFICIENCY IMPROVEMENT ON VARIOUS COUNTY BUILDINGS.**

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The Board of County Commissioners of Auglaize County, Ohio met in regular session on the 26th day of February.

Commissioner Regula moved the adoption of the following:

**RESOLUTION**

**WHEREAS**, in accordance with Ohio House Bill 295, the Board of Auglaize County Commissioners wish to receive proposals for the identification, design, and implementation of energy efficiency improvements on a self funding performance-contracting basis; and,

**WHEREAS**, a Request for Proposals (RFP) has been prepared and the Board is ready to proceed with advertisement and acquisition of said RFP project.

**THEREFORE, BE IT RESOLVED** that the Board of Commissioners, Auglaize County, Ohio, does hereby direct advertisement for the RFP responses to be done on February 26 and March 5, 2009; and,

**BE IT FURTHER RESOLVED** that the Board sets the submission date for the Request for Proposals in its office on May 7, 2009 at or before 2:00 p.m. EDST pursuant to "A6. Contact and Response Deadline" as given in the RFP.

Commissioner Bergman seconded the Resolution and upon the roll being called, the vote resulted in the adoption of the Resolution as follows:

Adopted this  
26th day of  
February, 2009

BOARD OF COUNTY COMMISSIONERS  
AUGLAIZE COUNTY, OHIO

Douglas A. Spencer, yes  
Douglas A. Spencer

Don Regula, yes  
Don Regula

John N. Bergman, yes  
John N. Bergman



## Auglaize County

### REQUEST FOR PROPOSAL OF ENERGY SERVICE PROVIDERS FOR SELF FUNDING ENERGY EFFICIENCY IMPROVEMENTS

#### **A. GENERAL BACKGROUND AND PROJECT GOALS**

##### **A1. Purpose**

The Auglaize County Commissioners, request proposals for the identification, design, and implementation of energy efficiency improvements on a self funding performance-contracting basis – in accordance with Ohio House Bill 295.

The Auglaize County Commissioners' purpose of issuing this Request for Proposal (RFP) is to identify and select a qualified provider, or Energy Services Company (ESCO), to perform the implementation of a performance contracting energy savings contract.

Suppliers shall be able to provide comprehensive design build construction, building management and energy services, including, but not limited to, the performance of investment energy audits, the program design by in-house professional engineers, selection of energy conservation measures, and installation of energy efficient systems, ongoing support and training services, assistance in securing financing for the transaction, and accountability for system performance and cost of operations savings.

Responses to this RFP should be technically creative regarding modernization, energy conservation, energy management, maintenance, training, and overall service.

Qualified responders must have the below minimum qualifications:

1. Have in-house design/build installation capabilities plus projects that were competitively bid.
2. Green solutions in-house engineering team to design all solutions with registered Professional Engineer (P.E.), Certified Energy Manager (CEM), and engineers insuring accountability for customer design.
3. Utilize in-house employees for all installations in such areas as controls, lighting, mechanical installations, green solutions, service and audits resulting in greater purchasing power for the customer.
4. Provider must have proof of a minimum of 5 installations of similar scope.



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### **A2. Overview of Goals and Objectives**

The Auglaize County Commissioners expect to achieve the following goals and objectives by entering into a guaranteed energy services contract with the selected provider:

1. Reduce operating costs to reinvest in deferred maintenance areas
2. Improve environmental conditions for county employees and visitors to county facilities
3. Improve maintenance and operation of the facilities
4. Provide better working conditions in the identified facilities
5. Preserve capital funds for other county requirements

### **A3. Included Facilities**

The Auglaize County Commissioners desire to implement the Performance Based Contract at the following locations:

1. Auglaize County Courthouse, 201 S. Willipie St., Wapakoneta, OH 45895
2. Auglaize County Administration Building, 209 S. Blackhoof St., Wapakoneta, OH 45895
3. Auglaize County Law Enforcement Center, 1051 Dearbaugh Ave., Wapakoneta, OH 45895
4. Auglaize County Department of Jobs & Family Services, 12 N. Wood St., Wapakoneta, Ohio 45895
5. Auglaize County Engineer Office, 1014 S. Blackhoof St., Wapakoneta, Ohio 45895
6. Auglaize County Title Office, 604 S. Blackhoof St., Wapakoneta, Ohio 45895
7. Auglaize County Recycle Center, 15502 N. River Rd., St. Marys, Ohio 45885
8. Auglaize Acres Nursing Home, 13093 Infirmary Rd., Wapakoneta, Ohio 45895
9. OSU Extension Building, 208 S. Blackhoof St., Wapakoneta, Ohio 45895
10. Municipal Court West, 114 N. Main St., St. Marys, Ohio 45885

A Research Information Packet outlining square footage, utility data and related information for each facility can be obtained by contacting Joe Lenhart, County Administrator at the Auglaize County Commissioners Office, 209 S. Blackhoof St., Room 201, Wapakoneta, OH 45895, on or before **03/06/2009**.

Phone: (419) 739-6710  
Fax : (419) 739-6711  
E-mail : [jlenhart@auglaizecounty.org](mailto:jlenhart@auglaizecounty.org)

Potential responders must attend one of the site survey tour dates or you will not be permitted to reply to this RFP. Those dates are **March 25, 2009 or April 1, 2009 at 9 :00 A.M.** starting at Auglaize County Administration Building 209 S. Blackhoof St., Wapakoneta, Ohio 45895

**Potential responders may arrange to view the facilities a second time by scheduling an appointment with, Rick Bice, Facilities Manager. Phone (419) 235-6892**

Auglaize County Commissioners, at their discretion, reserve the right to arrange group meeting(s) to disseminate information and view the facilities.



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### **A4. Qualification Process**

The selection of the qualified responders will be based on the responses to the RFP and the ability of the provider to best meet the needs of Auglaize County Commissioners. The Auglaize County Commissioners reserve the right to accept or reject any offeror's proposal based on its sole determination of its best interests. The Auglaize County Commissioners shall not be required to select any provider based on low cost, payback or other criteria. This RFP is not an offer to contract. Acceptance of a proposal neither commits Auglaize County Commissioners to award a contract to any vendor, even if all requirements stated in this RFP are met, nor limits our right to negotiate in our best interests. The Auglaize County Commissioners reserve the right to contract with a vendor for reasons other than lowest price. After selecting an energy service provider, Auglaize County Commissioners intends to negotiate a Performance Based Contract Agreement with the selected provider no later than **10/13/2009**.

### **A5. Selection Process and Timing**

The following process will be used to select the preferred energy services provider.

Issuance of RFP	<b>03/06/2009</b>
RFP Preview Meeting & Site Surveys	<b>03/25/2009</b>
2 <sup>nd</sup> RFP Preview Meeting & Site Surveys	<b>04/01/2009</b>
Submission of Proposal	<b>05/07/2009</b>
Selection of Provider	<b>09/08/2009</b>
Notification of Selection to Provider	<b>09/10/2009</b>
Contract Approved by County Commissioners	<b>10/13/2009</b>

Tentative time frame subject to change at the discretion of the Auglaize County Commissioners.

### **A6. Contact and Response Deadline**

In order to be considered, Responders must submit a complete and thorough response to this RFP. Original and four copies (total of five (5) RFP responses) must be submitted to Auglaize County Commissioners at or before **2:00 p.m. EDST on 05/07/2009**. Responses must be sealed and clearly marked "ENERGY SAVINGS PROPOSAL".

**When returning the RFP, the Commissioners are requesting that you submit your RFP with no monetary figures included. All monetary figures must be included in a separate envelope marks "Monetary figures"**



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To ensure that your response is received before the deadline, either hand deliver or send submittal by registered mail to:

Joe Lenhart  
County Administrator  
Auglaize County Commissioners  
209 S. Blackhoof St., Room 201  
Wapakoneta, OH 45895  
Mark "ENERGY SAVINGS PROPOSAL" clearly on the envelope.

### **A7. Response Preparation and Completeness**

An authorized representative of the offeror shall sign responses. All information requested must be submitted and organized in the format requested. Submission of e-mail and/or fax responses will not be considered and will result in elimination of a response otherwise received timely and in accordance with directions. Failure to submit all information as requested may result in the requester requiring immediate submission of the missing information within twenty-four hours from the requested notification, reducing the score for that component of the response and / or elimination of the Responders from consideration. Emphasis should be placed on completeness and clarity of content. Inclusion of unrelated or unrequested materials, which do not address the attached format, shall be considered unresponsive. Proposals received after the designated deadline will be returned unopened. Should such proposal(s) be opened inadvertently the county reserves the right to retain a copy for the files of the Auglaize County Commissioners.

### **A8. Confidentiality**

Upon receipt, the proposals shall become the property of the Auglaize County Commissioners. Ownership of all data, materials, and documentation originated and pursuant to the RFP shall be subject to public inspection in accordance with prevailing public access laws. Trade secrets or proprietary information submitted by an offeror must be so identified on each page on which it is found and shall not be subject to public disclosure. The county may obtain clarifications from the responders or its contractors at any time.

## **B. REQUEST FOR PROPOSAL FORMAT AND SPECIFICATIONS**

Each company must provide an Energy Conservation Report as detailed below. The report must include certification, under a registered professional engineer's seal, that the report uses reasonable methods of analysis and estimation. **When returning the RFP, the Commissioners are requesting that you submit your RFP with no monetary figures included. All monetary figures must be included in a separate envelope marks "Monetary figures"**



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### **B1. Executive Summary**

Responses shall include a summary overview of the Responders proposal, approach and other pertinent information. Such summaries are to be no more than three pages in length. The binding authority in the management of the firm must sign the summary overview.

### **B2. Company Qualifications and Financial Strength**

#### Firm Profile

1. Provide information specifying legal business classification, state of incorporation, audited annual report and summary of financial strength.
2. Address the company's ability to fulfill the financial guarantee terms and duration of the Performance Based Contract. Include a summary of the extent and stability of business operations related to installation of services.
3. If the firm is a factory owned branch, specify the legal business classification, state of incorporation and where legal contracts will be executed.
4. Address the firm's representation or affiliation with the manufacturing or installation of any line of energy related equipment, which may be utilized in this project. Specify what that equipment is and how it may impact the project.
5. Address the firm's affiliation, joint venture or contractual obligation to any peer partner, which may be used on this project.
6. Define what aspects of the proposal will be self-performed by company. Provide proof of company's ability to self perform those aspects of the installation with no subcontractors.

### **B3. Project Team and Experience**

1. Provide an overview of the project team roles and responsibilities. Include concise resumes of company employees who will work on this project. Please include resumes of a minimum of 5 dedicated Green Solutions engineers in-house.
2. Specifically provide information on the licensing and the state of the license of any engineers or architects employed by your firm who will be working on the project.
3. Provide information on construction management capabilities with resumes.
4. Provide a listing of service and installation capabilities of your firm.

#### Experience and References

1. For the Project Team members above provide a listing of their 5 Design build projects that were competitively bid. The listing should include the project name, location, scope of work, installed costs proof of bid. Projects not performed by the above project team members should not be included.

### **B4. Insurance and Bonding**

1. Provide evidence that prior to award of contract the provider shall be able to provide a 100% project value performance bond for its faithful performance of the installation.
2. As an indication of your firm's financial stability provide your firm's cost of performance and payment bond per thousand dollars of contract value.



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3. Provide evidence that prior to award of contract the provider shall be able to provide and maintain for the life of the contract insurance in the amounts of:
  - A. Commercial and general liability in amount not less than \$1,000,000 each occurrence.
  - B. Comprehensive automotive liability in amount not less than \$1,000,000 each occurrence.
  - C. Workman's compensation insurance not less than \$1,000,000 each occurrence.
  - D. Excess liability not less than \$3,000,000.

### **B5. Technical Approach, Energy Efficiency and Energy Conservation Measures**

1. Responses should include a detailed approach to meeting the goals and objectives for the facilities. Provide a measurement and verification plan in accordance with the international protocol, including the plan for execution identifying responsible parties. Provide an overview of the technical approach that is used to identify, evaluate and recommend energy efficiency and conservation measures.
2. Provide a detailed list, by facility, of the proposed energy efficiency and conservation measures and the guaranteed savings.
3. Provide a summary of the overall project recommended energy and efficiency conservation measures, the total project savings, total project cost and total payback.
4. Provide a brief technical description of each of the proposed technical measures and basis for energy and efficiency savings calculations. Indicate the average system life for each measure.

### **B6. Services**

1. Provide the estimated costs of annual reconciliation statements, measurement and verification and any required on-going services.
2. Indicate any equipment maintenance service contracts, and their costs, which will be required by your firm as a condition of the energy services guarantee.
3. Provide information on your firm's ability to provide gas, electric and/or other innovative energy services.

### **B7. Financial Approach**

The respondent should describe financial alternatives that will responsibly maximize the net economic benefit and minimize financial risk.

#### **A. Financing Sources**

Provide descriptions of the sources and types and costs of financing available and recommended for use in this program along with the firms experience with each investor.



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### B. Penalties and Other Costs

Indicate any penalties or other costs that will be assessed in the event the decision is made not to proceed with this project at any point after the mutual approval of a Contract Agreement.

### C. Savings

1. Describe the basis of cost of operations savings, its execution, and the methods of auditing.

### D. Financial Model

1. Provide a financial model incorporating all project costs including, installation, service, engineering, measurement and verification, financing and any other costs along with the project savings for the recommended project. The model should show the costs (including interest rate used to calculate program cost) and savings for each year of the proposed project. The model must show to what extent the project savings are sufficient to cover project costs. Include the specific method for adjustments of base year with respect to pertinent variables.
2. Include the procedure for calculation of savings with related cost adjustments.
3. Include the procedure for handling excess savings.
4. Include the procedure for handling project delays and related cost adjustments

### B8. Ability to Self-Perform / Other Benefits

1. Provide proof of company's ability to self perform the specific aspects of the project installation.
2. List all subcontractors and their responsibility and scope of work to this project.

#### **Other Benefits:**

Describe any other benefits your firm can bring to the energy services program. Please use the lettering and numbering format in outlining your responses to assist the county in the qualification and evaluation process.

### C. SELECTION AND EVALUATION

All responses will be evaluated for completeness and clarity of information. Missing information or unresponsiveness in an area will be reason for a lower score in that area or elimination.



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### **C1. Evaluation**

Each response will be evaluated by a review committee which will grade the responses on merit, completeness, and the ability of the Responder's to meet the needs and best interests and stated goals and objectives of Auglaize County Commissioners. The evaluation process may include verification of presented information and clarification as requested.

The Auglaize County Commissioners reserve the right at their sole discretion to allow any responding energy service provider(s) to make a presentation to the Auglaize County Commissioners.



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**C2. Grading Point Values**

	<i>Point Value</i>		<i>Grade (0-100%)</i>	<i>Score</i>
<b>Company Qualifications</b>	<b>30</b>			
Company Profile / Product Independence	10	x		=
Project team experience	15	x		=
Insurance and bonding	5	x		=
<b>Technical Approach and Energy Measures</b>	<b>30</b>			
Technical approach	10	x		=
Project management	10	x		=
Energy conservation measures	10	x		=
<b>Services</b>	<b>10</b>			
Measurement and verification of savings	5	x		=
Limited cost of required services	2.5	x		=
Innovative energy services	2.5	x		=
		x		=
<b>Financial Approach</b>	<b>15</b>			
Financial sources	5	x		=
Auditing methods	5	x		=
Financial model and net financial benefit	5	x		=
<b>Company Ability to Self Perform</b>	<b>15</b>			
Self Performance and Other benefits	15	x		=
<b>Total Points</b>	<b>100</b>			

Verbal response : \_\_\_\_\_



## House Bill 295 Request for Proposals (RFP) for Auglaize County

### REQUEST FOR PROPOSAL

The Auglaize County Board of Commissioners requests proposals for an Energy Savings Program for the identification design, and implementation of energy efficiency improvements on a self funding performance-contracting bases – in accordance with Ohio House Bill 295.

The complete RFP for this project may be requested from Mr. Joseph Lenhart, County Administrator, Auglaize County Board of Commissioners, 209 South Blackhoof Street, Room 201, Wapakoneta, Ohio 45895 at 419-739-6710 or [jlenhart@auglaizecounty.org](mailto:jlenhart@auglaizecounty.org) . Requests can be mailed, faxed or e-mailed.

All RFP responses are due in the office of the Auglaize County Board of Commissioners no later than 2:00 p.m. EDST on May 7, 2009.

By order of the Board of Auglaize County Commissioners