

Virginia Military Institute
Lexington, Virginia 24450-0304

REQUEST FOR QUALIFICATIONS

RFP# V211-24-023

Issue Date: 28 November 2023

Title: On-Demand Trades Pool for Renovation and Repair Services
SET-ASIDE FOR SBSO Certified SWaM VENDORS ONLY - - Limited to Area 103

Questions Due: 13 December 2023 at 2:00 PM EST

Due Date: 20 December 2023 at 2:00 PM EST (accepting electronic responses in eVA, mailed or delivered proposals)

Commodity Code: 91200 – Construction Services, General

Issuing Agency: Virginia Military Institute
Procurement Services
330 Parade Avenue
Smith Hall, Room 314
Lexington, VA 24450

Period of Contract: Date of Award through 31 December 2024, with four (4) optional renewals. VMI will also solicit for new vendors to add to the contract annually during an open enrollment period.

Proposals should be uploaded to eVA for electronic receipt, mailed or hand-delivered to the Issuing Agency shown above.

IDENTIFICATION OF BID ENVELOPE: The signed bid should be returned in a separate envelope or package, sealed and identified as instructed in Section XII, paragraph H. The envelope should be addressed as directed in the heading of this Page of the solicitation. No other correspondence or other bids should be placed in the envelope.

PRE-PROPOSAL CONFERENCE- No pre-proposal conference will be held for this solicitation.

All Inquiries for Information Should Be Directed To: LTC Lynn W. Carmack, VMI Procurement Services at carmacklw@vmi.edu. The Understanding of Requirement Form (Attachment A) must be used for questions concerning specifications or statement of needs.

In Compliance With This Request for Qualifications And To All The Conditions Imposed Therein And Hereby Incorporated By Reference, The Undersigned Offers And Agrees To Furnish The Goods/Services In Accordance With The Attached Signed Proposal Or As Mutually Agreed Upon By Subsequent Negotiation.

Name and Address Of Firm:
Bowerbird Energy LLC
2920 W. Broad St.
Suite 130
Richmond, VA Zip Code: 23230

Date: Dec 19, 2023

By: 
(Signature In Ink)
Name: Christopher R. Rawlings
(Please Print)
Title: CEO

EVA Vendor ID or DUNS number 079691431

E-mail: rawlings@bowerbirdenergy.com

Phone: (804) 562-8606

Fax: ()

Note: This public body does not discriminate against faith-based organizations in accordance with the *Code of Virginia*, § 2.2-4343.1 or against a bidder or offeror because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment.

Virginia Military Institute RFP# V211-24-023

Virginia Military Institute
Procurement Services
330 Parade Ave.
Smith Hall, Rm 314
Lexington, VA 24450

RFP# V211-24-023
Request for Qualifications
On Demand Trades Pool for Renovation and Repair Services
Due Date: Dec 20th, 2023
POC: LTC Lynn Carmack – carmacklw@vmi.edu

RFP Response

Responding Entity:

Bowerbird Energy LLC
2920 W. Broad St. STE 130
Richmond, VA 23230
804-562-8606
www.bowerbirdenergy.com
SWaM # 716129
Service-Disabled Veteran-Owned Small Business

Point of Contact:

Chris Rawlings, CEM, LEED Green Associate
CEO
Bowerbird Energy LLC
rawlings@bowerbirdenergy.com
757-355-1622

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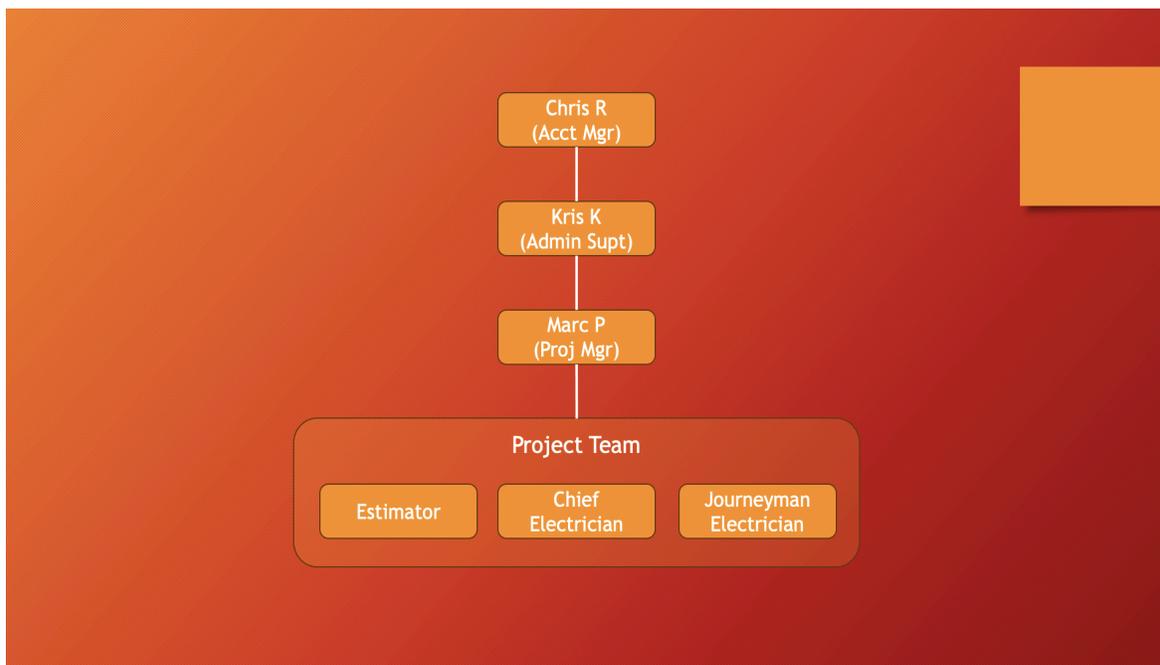
1) Executive Summary

Bowerbird Energy is an electrical contractor which specializes in energy engineering and O&M services. Our experience spans nearly a decade servicing commercial and government facilities throughout the mid-Atlantic region.

Our leadership team is comprised of military veterans (both officer and enlisted). We pride ourselves in hard work, dedication, and honor in everything we do.

2) Qualifications and Experience (REF: Page 17, Section B, Para 1)

a) Organizational Chart



Virginia Class A Commercial Improvement Contractor with Electrical Designation License # 2705173840. See Enclosure 1.

SWaM Certification - # 716129, Service-Disabled Veteran-Owned Small Business. See Enclosure 2.

- b) Nearly 10 years servicing commercial and government facilities with electrical contracting work, including renewable energy, energy efficiency, tenant improvement, and on-going maintenance services. Properties serviced include office buildings, education, manufacturing, restaurant, multi-family, medical facilities, and others.
- c) List of clients. See Attachment D.
- d) Lost clients. See Attachment D.

3) Plan for providing services (REF: Page 17, Section B, Para 2)

- a) Chris Rawlings will be the main point of contact for anything requiring “higher level review” (e.g., questions regarding payment, quality assurance, or HR-related issues). He will be the responsible party for the entire contract.

Kris Klaiber will immediately backfill Chris Rawlings’ position (in the event of absence) and support the role in all managerial tasks.

Marc Price will be the main point of contact responsible for supervision of workers on-site, progress reports (daily/weekly), safety, and questions related to logistics, coordination, support equipment, and materials & handling. He will coordinate with the vendors, subcontractors and all internal and external stakeholders to ensure projects are completed on time and within budget. A permanent replacement will be found within 60 days of the first notice to proceed on a task order. This replacement will live within significant proximity of the site to ensure the needs of the contract(s) will be met.

Depending on the volume of task orders, we may have a dedicated estimator assigned to this account. Our current team will ensure timely and accurate responses to task orders until this position is filled. An estimator position is currently open and posted on our website and will be filled adequately to fulfill the requirements of this contract if/when needed.

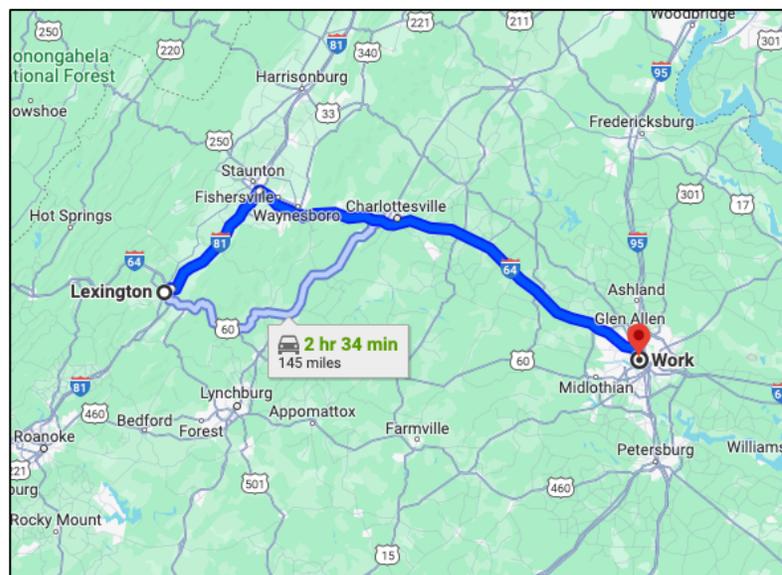
- b) Our team will work to ensure all requirements of the contract and specific task orders are filled. Our team leans heavily on our experience in construction, engineering, project management and lean six sigma practices to ensure continuous process improvement. We also incorporate technology in almost every aspect of our business to streamline approaches in executing projects and ensuring accountability among team members. From our federal experience we are well versed in documentation, organization, and compliance with regulations and contract requirements. A seamless file sharing system will be set up with the Institute to ensure full access to schedules and progress updates as they occur.
- c) Southern Companies, Energy Control Company, River City Industrial, Old Dominion Concrete, S.D Terry Paint Co., U.S Electric, BISCO Insulation, Greenbound Consulting, or others depending on the scope of work.
- d) The pricing terms, warranties, and benefits specified in our proposals to the Institute will be equivalent to or better than the same offered to our other clients. Additionally, our team complies with the “Price Reduction Clause” in accordance with the GSA’s Federal Supply Schedule program.
- e) Bowerbird Energy is willing to furnish the Commonwealth of Virginia Performance and Labor and Material Payment Bonds for some projects when requested by the Institute.

- 4) Small, Women-owned and Minority-owned Business (SWaM). See Attachment E and Enclosure 2.
- 5) References. (REF: Page 17, Section B, Para. 4). See Attachment D.
- 6) Financial Stability (REF: Page 18, Section B, Para. 5). See Enclosure 3.
- 7) Geographic Location (REF: Page 18, Section B, Para. 6).

Headquarters Location: 2920 W. Broad St. STE 130 Richmond, VA 23230 (145m from Lexington)

Warehouse Location: 2904 Transport St. Richmond, VA 23234 (145m from Lexington)

*** Upon contract award, Bowerbird Energy will staff an employee within an acceptable range of the Institute. Acceptable range is typically within 1 hour driving distance.***



- 8) General Information Forms Attached
 - Attachment B: Conflict of Interest Statement Signed (REF: Page 39, Attachment B)
 - Attachment C: Contractor Data Sheet (REF: Page 40, Attachment C)
 - Attachment D: References (REF: Page 41, Attachment D (2 pages))
 - Attachment E: Small Business Certification, SWaM Certification (REF: Page 17, Section B, Para. 3)
 - Encl 1: Contractors Registration and Copy of DPOR License (REF: Page 30, Section H)
 - Encl 2: SWaM Certification
 - Encl 3: Financial Stability (REF: Page 18, Section B, Para 5)

QUALIFICATIONS OF OFFEROR: Offerors must have the capability and capacity in all respects to fully satisfy the contractual requirement.

Indicate the length of time you have been in business providing this type of service. 9 Years
8 Months

Provide a list of current references, either college, Educational Institutions, and/or other companies that your firm is servicing. Include the length of service, dollar volume, year contract was entered into, and the name and address of the person the State has your permission to contact. Such listing shall be comprehensive of your firm’s customer base and can be formatted as follows:

CURRENT ACCOUNTS:

Account Name, Address & Phone #	Length of Service	\$ Volume/Year
Pollard & Bagby, 2 S Fifth St, Richmond, VA 23219, (804) 647-6700	3 years	\$20,000/year est.
NATO-ACT 7857 Blandy Rd, Norfolk, VA 23551 (228) 383-4871	4 years	\$200,000/year est.
Colliers International, 2221 Edward Holland Dr, Ste 600, Richmond, VA 23230 (804) 441-2092	6 years	\$50,000/year est.

LOST ACCOUNTS: **NONE**

Account Name, Address & Phone #	Length of Service	\$ Volume/Year

REFERENCES

Please list at least three references for whom you have performed each applicable category of service specified herein and within the past five years.

CLIENT: Virginia Farm Bureau

ADDRESS: 12580 West Creek Pkwy, Richmond, VA 23238

CONTACT PERSON/PHONE#: Chris Cook / (804) 290-1010

APPROXIMATE DOLLAR VOLUME PER YEAR: \$350,000 in various projects over a six year period

PROJECTS/DATES/DESCRIPTION: April 2016: exterior lighting (LED) retrofit; 2018: interior lighting (LED) retrofit
2020: electrical services

CLIENT: BH Management

ADDRESS: 1500 Honey Grove Dr, Henrico VA 23229

CONTACT PERSON/PHONE#: Lindsey Henderson / (804) 938-5132

APPROXIMATE DOLLAR VOLUME PER YEAR: \$165,000 in lighting projects over a two year period

PROJECTS/DATES/DESCRIPTION: 2022: interior and exterior lighting (LED) retrofit;
2021: interior and exterior lighting (LED) retrofit

CLIENT: Allen Tire

ADDRESS: 6849 Forest Hill Ave, Richmond, VA 23225

CONTACT PERSON/PHONE#: Billy Allen / (804) 306-4942

APPROXIMATE DOLLAR VOLUME PER YEAR: \$200,000/year

PROJECTS/DATES/DESCRIPTION: 2018: interior and exterior lighting (LED) retrofit across four locations

Please use a separate sheet of paper for additional references.

Small Business Certification

Definitions

Small Business: "Small business " means an independently owned and operated business which, together with affiliates, has 250 or fewer employees, or average annual gross receipts of \$10 million or less averaged over the previous three years. Note: This shall not exclude SBSB-certified women- and minority-owned businesses when they have received SBSB small business certification.

Women-Owned Business: Women-owned business means a business concern that is at least 51% owned by one or more women who are citizens of the United States or non-citizens who are in full compliance with United States immigration law, or in the case of a corporation, partnership or limited liability company or other entity, at least 51% of the equity ownership interest is owned by one or more women who are citizens of the United States or non-citizens who are in full compliance with United States immigration law, and both the management and daily business operations are controlled by one or more women who are citizens of the United States or non-citizens who are in full compliance with the United States immigration law.

Minority-Owned Business: Minority-owned business means a business concern that is at least 51% owned by one or more minority individuals or in the case of a corporation, partnership or limited liability company or other entity, at least 51% of the equity ownership interest in the corporation, partnership, or limited liability company or other entity is owned by one or more minority individuals and both the management and daily business operations are controlled by one or more minority individuals.

All small businesses must be certified by the Commonwealth of Virginia Department of Small Business and Supplier Diversity (SBSB) by the due date of the solicitation to participate in the SWaM program. Certification applications are available online at www.sbsb.virginia.gov.

Offeror Name: Bowerbird Energy LLC

Preparer Name: Christopher R. Rawlings

Date: Dec 19, 2023

Instructions

- A. Businesses certified by the Department of Small Business and Supplier Diversity (SBSB) as a small business must complete Section A of this form.

Section A

CERTIFICATION TYPE (check only one below):

Small Business

Small and Women-owned Business

Small and Minority-owned Business

Certification Number: 716129 Certification Date: Feb 22, 2023

Expiration Date: Feb 21, 2024

NOTE: It is your responsibility to ensure that your certification is renewed and does not lapse. Should your certification expire, you will no longer be eligible to receive awards under this contract.

ATTACHMENT F

VMI CONTRACTOR / VENDOR STANDARDS OF CONDUCT

The contractor shall be responsible for controlling employee conduct, for assuring that its employees are not boisterous or rude, and are not engaging in any destructive or criminal activity.

Foul language of any kind will not be tolerated. Engaging in verbal or physical behavior that causes distress to cadets, faculty, staff and/or employees will result in immediate removal from the job site.

All employees of the contractor and subcontractors shall wear uniforms or other appropriate Institute approved attire at all times to designate their affiliation with the contractor.

Brandishing a firearm, whether threatening or non-threatening, will result in immediate removal from the job site.

Contractor's employees who appear to be under the influence of alcohol or other substance shall not be permitted on VMI property.

Contractor's employees shall not use VMI owned equipment without the distinct permission of the Director of Physical Plant or Director of Construction or their designees. This equipment includes but is not limited to telephones and computers, hand tools and operable equipment.

The contractor is also responsible for insuring that its employees do not disturb papers on desks, or open desk drawers, cabinets or briefcases, or use the Institute equipment and the like, except as authorized in the preceding paragraph.

Smoking is not permitted on Post or at other VMI owned property except in **designated areas** as indicated by **General Order 45**. Tobacco use in VMI-owned or leased buildings, covered walkways, temporary enclosed structures, trailers, and tents as well as structures placed on state-owned property by contractors or vendors is prohibited. Tobacco use in VMI provided vehicles is prohibited. Outside smoking or tobacco use will not be permitted within 50 feet of building entrances or exits. Smoking will not be permitted in outside areas identified as hazardous areas.

Agreed to by:

Christopher Rawlings

SIGNATURE

Christopher R. Rawlings

PRINTED NAME

Bowerbird Energy LLC

COMPANY

Dec 19, 2023

DATE

TRADE CONSIDERATION

Contractor Pool for Non-Capital Construction, Renovation and Repair Services for projects valued at less than \$50k

Check all trades for which your firm is proposing:

TRADE:	CHECK ALL THAT APPLY FOR CONSIDERATION
General Construction	
Asbestos Remediation	
Asphalt Repair	
Casework/Millwork	
Concrete Work	
Demolition	
Disaster Recovery	
Dry Wall Installation/Finishing	
Electrical	X
Elevator Inspections	
Excavation/Grading	
Exterior Waterproofing	
Fencing	
Fire System Services	
Flooring Installation/Refinishing	
Guttering	
HVAC	
Insulation services	
Masonry	
Mechanical	
Metal Fabrication	
Mold Remediation	
Painting	
Plumbing	
Roofing	
Tile and Grout Work	
Solar Panels	X
Water Mitigation	
Welding	
Window & Door Repair/Replacement	
OTHER: (Describe)	

COMMONWEALTH of VIRGINIA Department of Professional and Occupational Regulation 9960 Mayland Drive, Suite 400, Richmond, VA 23233 Telephone: (804) 367-8500	
EXPIRES ON 03-31-2024	NUMBER 2705173840
BOARD FOR CONTRACTORS CLASS A CONTRACTOR *CLASSIFICATIONS* CIC ELE	
	BOWERBIRD ENERGY LLC 2920 W BROAD ST STE 130 RICHMOND, VA 23230
  <small>Demetrios J. Mella, Director</small>	
<small>Status can be verified at http://www.dpor.virginia.gov</small>	
<small>(SEE REVERSE SIDE FOR PRIVILEGES AND INSTRUCTIONS)</small>	
<small>DPOR-LIC (02/2017)</small>	
COMMONWEALTH of VIRGINIA Department of Professional and Occupational Regulation	
CLASS A BOARD FOR CONTRACTORS CONTRACTOR	
CLASSIFICATIONS CIC ELE NUMBER: 2705173840 EXPIRES: 03-31-2024	
BOWERBIRD ENERGY LLC 2920 W BROAD ST STE 130 RICHMOND, VA 23230	
	
<small>Status can be verified at http://www.dpor.virginia.gov</small>	
<small>DPOR-PC (02/2017)</small>	

COMMONWEALTH OF VIRGINIA



DEPARTMENT OF SMALL BUSINESS & SUPPLIER DIVERSITY

101 N. 14th Street, 11th Floor
Richmond, VA 23219

BOWERBIRD ENERGY LLC

is a certified Small, Micro, Service-Disabled Veteran-Owned Business meeting all the eligibility requirements set forth under the Code of Virginia Section 2.2-16.1 et seq. and Administrative Code 7VAC 13-20 et seq.

Certification Number: 716129
Valid Through: Feb 21, 2024

Accordingly Certified

Willis A. Morris

Willis A. Morris, Director

