



**Johnstown-Cambria County  
Airport Authority**

---

479 AIRPORT ROAD, JOHNSTOWN, PA 15904

**REQUEST FOR QUALIFICATIONS (RFQ) FOR ENERGY SAVINGS CONTRACT SERVICES**

**Issued by: Johnstown-Cambria County Airport Authority (JCCAA)**

The **JCCAA** (hereinafter referred to as the Airport or Owner) is seeking Qualifications from Qualified Energy Services Companies (ESCOs) which are capable of providing comprehensive infrastructure and energy-related capital improvement services. The JCCAA is especially interested in the potential utilization of solar energy and installation of solar panels. Wind turbines are specifically excluded from this RFQ.

**PROJECT OVERVIEW**

The JCCAA is interested in contracting for a full range of energy, distributed energy, and energy-related capital improvements at the **John Murtha Johnstown-Cambria County Airport Authority (JST)** (hereinafter referred to as project). These services and improvements are to be delivered with performance and guaranteed savings. The JCCAA is especially interested in the potential utilization of solar energy and installation of solar panels. Wind turbines are specifically excluded from this RFQ.

The JCCAA's objective in issuing this **Request for Qualifications (RFQ)** is to provide a competitive means in which to select a single provider to fulfill all aspects of this project. The JCCAA may elect to implement further improvement measures in phases pursuant to the final contract. The work to be included in the contract may include upgrades to or replacement of equipment included in, but would not be limited to, the following systems: electrical, lighting, heating, air conditioning, building automation, temperature control, facility management, energy recovery systems, renewable energy generation, electric vehicle infrastructure, net-metering or other energy conservation measures that provide long term operating cost reductions.

**QUALIFIED PROVIDER**

A Qualified Provider is a person or business experienced in the design, implementation and installation of energy cost savings measures, as described in Pennsylvania Act 77 of 2004, Act 39 of 2010, Act 163 of 2016 the Guaranteed Energy Savings Act. In addition, the JCCAA is requiring that the Qualified Provider have at least 5 years of experience in performance contracting and must also be Qualified as an ESCO by the U.S. Department of Energy (DOE) and accredited by the National Association of Energy Service Companies (NAESCO). Additional preferred qualifications for Qualified Providers include project team members with Airport Project Experience and LEED AP Certification.

**REQUIRED CAPABILITIES**

The ESCO must have the demonstrated technical and managerial capabilities to provide a comprehensive set of energy services including, but not limited to design, acquisition, installation, training and commissioning of new and/or existing energy systems as well as project monitoring, savings measurement, verification, operation and maintenance for all improvements and/or training of Airport staff on routine maintenance and operation of systems. Monitoring and verification services shall include appropriate measurement and timely reporting of the performance and savings from project.

Board of Authority

Tim McIlwain, Chairman  
Michael J. Parrish Jr., Secretary  
Edward Cernic, Jr.  
George Arcurio III  
Tyler Trimbath  
Cory C. Cree, Airport Manager  
Heather Tomasko, Airport Assistant Manager

Jonathan Gleason, Vice Chairman  
Rick McQuaide, Treasurer  
Adam Murphy  
Jim Brazill  
Timothy C. Leventry, Solicitor  
GFT, Engineer

**OVERVIEW OF TERMS AND CONDITIONS**

- 1. **Contract Term.** The duration of the contract will be mutually determined between the ESCO and the JCCAA based on authorizing legislation, final project scope and financial factors. No contract shall exceed 20 years in duration.
- 2. **Guarantee.** The project must result in a guaranteed minimum annual energy and O&M savings guarantee, as well as defined levels of occupant comfort; maintenance, monitoring, training or other services.
- 3. **Execution of Guaranteed Energy Savings Contract and Financing Documents.** The JCCAA will negotiate and execute the Guaranteed Energy Savings Contract with the selected ESCO and all financing documents required by the selected financing source. The ESCO to whom the contract is awarded shall give a sufficient bond to the JCCAA for its faithful performance. The ESCO shall also provide a written guarantee that either the energy or operational cost savings, or both, will meet or exceed within 20 years the costs of the energy conservation measure. The ESCO shall reimburse the JCCAA for any shortfall of guaranteed energy savings projected in the contract.

**PROCUREMENT PROCESS**

The JCCAA expects to undertake the selection process described below according to the following schedule:

Dates

Advertisement and Issue RFQ	4/6/2026
Submissions by Providers	4/30/2026
Selection of ESCO (Issue LOI)	5/19/2026
Preferred Project Completion	12/31/2027

***Note: The JCCAA will provide for an optional site visit for interested firms on Thursday, April 16, 2026 by appointment. For additional information on facilities prior to submissions please contact the Airport Authority Office at 479 Airport Road, Suite 1, Johnstown, PA, 15904, phone 814-536-0002 extension 2.***

**SUBMISSION OF WRITTEN QUALIFICATIONS**

ESCO's interested in providing the services requested, must respond in writing. All submissions become the property of the JCCAA and will not be returned to the ESCO. All costs associated with submission preparation will be borne by the submitting ESCO.

**The JCCAA reserves the right to reject any or all submissions and to waive informalities and minor irregularities in submissions received and to be the sole judge of the value and merit of the submissions.**

**INSTRUCTIONS TO PROPOSERS**

Failure to complete any question in whole or in part, or any deliberate attempt by the proposer to mislead the JCCAA, may be used as grounds to find the proposing ESCO ineligible.

**SUBMITTING YOUR RESPONSE**

Your response should follow the outline below and be concise. Failure to follow any of the RFQ's instructions could nullify your response from consideration. It will be the responsibility of the ESCO to submit three (3) paper copies of your submittal and one (1) PDF copy. Submissions should be addressed as follows and sealed and packaged with clear identification to read as follows:

<p><b>John Murtha Johnstown-Cambria County Airport (JST)</b>  <b>479 Airport Road, Suite 1</b>  <b>Johnstown, PA 15904</b>  <b>Cory C. Cree, Airport Manager</b></p>
--

The submittal shall be sealed and packaged with clear identification on the bottom back of the envelope to read as follows: **“RFQ Energy Savings Contract Services”**.

The deadline for submitting your response will be no later than **2:00 pm on Thursday, April 30, 2026**. Submissions received after that date and time will not be considered. No electronic submissions or electronic modifications to the submission will be considered. There will not be a public opening of submittals.

Questions or clarification should be submitted in writing to [info@flyjst.com](mailto:info@flyjst.com)

1. Review and Selection of Finalists

The JCCAA will establish a Project Evaluation Team to review and evaluate the ESCOs written responses to this RFQ in accordance with the evaluation criteria identified below and consistent with the law. The Project Evaluation Team will check client references which will also be included in the evaluation. The JCCAA may select finalists for interviews or may elect to forego interviews. The JCCAA reserves the right to forego finalists' interviews and proceed directly to negotiations with a single provider.

Responses will be evaluated based on the quality and completeness of the information provided in the following sections (A) Executive Summary (2 page limit), (B) ESCO Profile (5 page limit), (C) General Qualifications (10 page limit), (D) General Approach (10 page limit), and (E) Site Specific Approach & Implementation Plan (15 page limit). Failure to provide any of the requested information may result in disqualification.

2. Professional Engineer Involvement (For large projects)

A registered professional engineer must, at a minimum, review and approve design work done under this contract.

3. Bonding Requirements (not included in page limits)

By submitting, each Qualified Provider agrees, if they are selected by the JCCAA, to Furnish a Performance Bond and Labor and Material Payment Bond in the amount of one hundred percent (100%) of the contract sum. Owner requires that the Bond Surety must carry a Best Rating of A and the Owner must approve the Bond Surety.

4. Insurance Requirements (not included in page limits)

Prior to the commencement of work, the ESCO must provide evidence of insurance for both the construction and operations phases of the project.

5. Subcontractor Approval

The JCCAA retains the right to approve any ESCO selected subcontractor prior to its commencement of work on this project. Names and qualifications of subcontractors must be submitted at least two weeks in advance of subcontractor scheduled start date.

6. Hiring and Wage Requirements

If applicable, the ESCO will comply with all requirements for the payment of prevailing wages and minority and women-owned business enterprises.

7. Follow-up Maintenance, Monitoring and Training Services

The ESCO will be responsible for measurement and verification of implemented measures to ensure optimal performance as well as for ongoing training, however, the JCCAA has the option to negotiate the extent of any contracted on-going maintenance service contract. Project savings will be verified and reconciled on an annual basis.

## **CONTENT & FORMAT**

Submittals must be submitted in the format outlined in this section. Each submission will be reviewed to determine if it is complete prior to actual evaluation. The JCCAA reserves the right to eliminate from further consideration any submittal deemed to be substantially or materially unresponsive to the requests for information contained herein.

### **A. EXECUTIVE SUMMARY (2 page limit)**

### **B. ESCO PROFILE (5 page limit)**

1. General Firm Information- Firm name, mailing address, and phone number. Names, titles, and phone number of two principal contact persons. List any Division or Branch Offices that will participate materially in the development of the submittal, in its evaluation process, and/or in the conduct of any services provided.
2. Type of Firm
3. Federal Employer Identification Number
4. Year Firm Established
5. Name and address of banks at which the firm has bank accounts (no more than two needed)
6. Entity Background
  - a. Years under present name - How many years has your firm been in business under its present business name as a Performance Contracting Company?
  - b. Former names - Indicate all other names by which your organization has been known and the length of time by each name.
  - c. Years in energy business - How many years has your firm been providing energy efficiency related business for facilities?
  - d. How many years has your firm offered performance contracting services?
  - e. Bankruptcy involvement - Has your firm, or any of its parents or subsidiaries, ever had a bankruptcy petition filed in its name, voluntarily or involuntarily? If yes, explain in detail the circumstances, date of the protection order was filed and the resolution of the case (or current status, if still ongoing)
  - f. Is your firm an accredited member of NAESCO?
  - g. Demonstration of airport project experience and samples of past projects with similar or related project scope.

### C. GENERAL QUALIFICATIONS (10 Page Limit)

1. Provide a list of Guaranteed Energy Savings contracts completed by your Company, for five (5) performance contracts from airports, during the past five (5) years. Each reference shall, at a minimum, include the scope and size of each project, project cost, guaranteed savings, and the name and telephone number of a contact person. Please include references of similar facilities to the Johnstown Airport. **If the firm's experience is from personal references when working with other companies, they will not be considered to be qualified. List only references where your company was the prime contractor.**
2. Energy Guarantee History - Briefly describe all energy performance contract guarantees that your firm has managed within the last five (5) years.
3. Personnel Information
  - a. Full time personnel - indicate the number of full-time personnel employed by your firm and those specifically that will take an active role on this project. Provide all energy related engineering qualifications such as LEED AP, or Certified Energy Manager, for the company's personnel assigned to this project.
4. Qualifications and experience
  - a. Include an organizational chart for all members of your company with specific responsibilities for performance based facility modernization and energy services for public sector. Include a brief description and/or resume for each team member that will be actively involved in the proposed project.
  - b. Include any LEED® AP Certification or current Professional Engineering License for lead member(s) of the ESCOs project team.
  - c. Provide qualifications or team experience in working with airports.
5. Areas of Expertise
  - a. List all areas of expertise related to potential energy improvements in facilities and infrastructure located upon airports.
  - b. Include specialized area(s) of expertise in relation to airport specific project experiences that might be relevant to this project.
  - c. Also describe the professional and skilled trades that your firm customarily performs with employees.
6. Grants and Rebates
  - a. Identify grants you have applied for and received for your customers in the past two years.
  - b. Explain your approach to obtaining rebates.

## **D. GENERAL APPROACH (10 Page Limit)**

### **1. Project Summary**

- a. Summarize the scope of services (auditing, design, construction, monitoring, operations, maintenance, training, financing, etc.) that would be offered for this project. Include a brief description of your firm's approach to management and specific benefits your firm can offer the Owner. The JCCAA is especially interested in the potential utilization of solar energy and installation of solar panels. Wind turbines are specifically excluded from this RFQ.

### **2. Training Provisions**

- a. Describe your firm's capabilities in providing technical training for Owner's facility staff and experience on past projects. Describe your firm's involvement in developing training manuals for facility staff.

### **3. Engineering Design**

- a. Describe your firm's approach to the technical design of the project.

### **4. Measurement and Verification**

- a. Describe the methodology available for ongoing monitoring and savings verification of project performance. Specifically state whether your company would adhere to the International Performance Measurement and Verification Protocol (IPMVP).

### **5. Maintenance Contract Flexibility**

- a. Describe the types of services included in the maintenance contract. Comment on whether the owner's maintenance staff can perform some of these duties if desired and describe any impact on the guarantee (these could include programming and maintaining the control system, installing lighting retrofits, maintaining HVAC equipment, etc.). Describe the required length of the maintenance contract and the relationship with the guarantee in the event the Owner chooses to terminate the maintenance contract prior to the end of the performance contract.

### **6. Manufacturer Agreements**

- a. Explain whether your company, parent company or any division thereof manufactures or maintains contractual agreements to sell, or otherwise represents, specific brands of facility systems or equipment.

## **E. SITE SPECIFIC APPROACH & IMPLEMENTATION PLAN (15 Page Limit)**

1. Site Specific Approach
  - a. Describe typical energy conservation measures (ECMs) which your firm may recommend as part of an energy performance contract in the Johnstown Airport. The JCCAA is especially interested in the potential utilization of solar energy and installation of solar panels. Wind turbines are specifically excluded from this RFQ.
2. Standards of Comfort
  - a. Describe standards of comfort and functionality that will be used for light levels, space temperatures, ventilation rates, etc. in the intended facilities. Also describe how those standards will be maintained throughout the contract term.
3. Construction Management
  - a. Describe how your firm would work with current building management and maintenance staff in order to coordinate construction and avoid conflicts with the building's operation and use.
  - b. Describe your flexibility and/or limitations regarding Owner's monitoring and installation and performance of ESCO projects, Owner's integration of other identified capital needs with ESCO projects that may or may not contain energy and water savings opportunities.
4. Project Financing
  - a. Describe your firm's approach to providing or arranging financing for the proposed project.
  - b. Describe the mechanics of the financing arrangement, equipment ownership, responsibilities/liabilities of each party, security interest required and any special terms and conditions that may be associated with financing this project.

### **COMPLIANCE**

All work completed under this contract must be in compliance with all applicable federal, state and local laws, rules and regulations including all building codes and appropriate accreditation, certification and licensing standards. Work must be in accordance with sound engineering and safety practices, be installed in a workmanlike manner and be in compliance with all Airport regulations relative to the premises. The ESCO and its subcontractors will be responsible for obtaining any and all required governmental permits, consents and authorizations, and for payment of any and all federal, state, local, and Airport required taxes and fees which result from this contract.

### **CONTRACT NEGOTIATIONS**

The JCCAA will attempt to negotiate and contract for services described in this RFQ solicitation with the most qualified firm. If an agreement cannot be reached, there may be an attempt to negotiate a contract with the second qualified firm.

### **COST FOR PREPARATION**

The JCCAA is not liable for any cost incurred by the respondent in preparing or submitting, or in preparing the contract or for any finder's fee.

## **PUBLIC RECORDS**

**Confidential Proprietary Information/Trade Secrets:** Vendor should be aware that the contents of all submitted proposals are subject to public review and disclosure in accordance with the Pennsylvania Right-to-Know Law. All information submitted with your proposal is presumed to be public information and subject to disclosure under the Right-to-Know Law. If the vendor believes that its proposal contains trade secrets or proprietary confidential information, such information must be clearly marked on the top of each page so considered, "Confidential Proprietary Information." The JCCAA will notify the vendor if a third party right to know request is submitted for any proposal so marked and may request additional information from the vendor to determine if such information meets the definition of confidential proprietary information or Trade Secrets under the Right to Know Law. Also, the JCCAA may request from the vendor a redacted copy of the proposal deleting any information considered by the vendor to be confidential proprietary information in order to satisfy the right to know request. While the JCCAA will endeavor to maintain all submitted information deemed by the vendor to be confidential proprietary information, the JCCAA will not be liable for the release of such information.