

County Of Sonoma Agenda Item Summary Report

Clerk of the Board Use Only
Meeting Date **Held Until**
 / / / /
Agenda Item No: **Agenda Item No:**
 _____ _____

Department: General Services

4/5 Vote Not Required

Contact:
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Phone:
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Board Date:
11/3/2009

Deadline for Board Action:
11/3/2009

Agenda Short Title: Energy Consulting Services Agreement with Kenwood Energy.

Requested Board Action: (1) Authorize the Chairman to execute and Agreement with Kenwood Energy for energy consulting services with a budget not to exceed \$60,000 per year and with a term commencing upon execution by the Chairman and ending on November 1, 2010, unless extended by the County's exercise of no more than two, one-year options for renewal, and (2) authorize the Director of General Services to execute the County's options to extend, provided that the Director determines the energy consulting services are still desired.

CURRENT FISCAL YEAR FINANCIAL IMPACT

EXPENDITURES:

ADDITIONAL FUNDS REQUIRING BOARD APPROVAL:

| | | | |
|---|-----------------|--|------------|
| Estimated Cost | \$60,000 | Contingencies (Fund Name:) | \$0 |
| Amount Budgeted | \$20,000 | Unanticipated Revenue (Source:) | \$0 |
| Other Available Appropriations (Explain Below) | \$40,000 | Other Transfers (Source:) | \$0 |
| Additional Requested | \$0 | Additional Funds Requested | \$0 |

Explanation (if required): \$20,000 is provided within the F.Y. 2009-2010 recommended budget for General Services Department. A sum of \$40,000 has been appropriated and is available through the PG&E L.G.P. Program.

Prior Board Action: None.

Alternatives – Results of Non-Approval: If the contract request is not approved, consultant's expertise relative to developing and implementing projects that reduce energy use and green house gas emission levels would not be available to augment county staff efforts and important energy projects or services may be delayed or postponed..

Background: On March 22, 2009, the Energy and Sustainability Division issued a Request for Qualifications for professional services to provide strategic planning and consulting for a wide variety of energy related services. There were 16 R.F.Q.'s sent to firms throughout the Bay area. Many of these firms have national offices throughout the U.S. From these R.F.Q.'s, we received nine Statements of Qualifications (S.O.Q.'s). These nine firms were evaluated per the instructions in the R.F.Q. by the Energy and Sustainability Division and the County Architect's office. An evaluation sheet was prepared that scored each applicant on the firm description, staff, experience, project approach, and billing rates. We also evaluated their organization chart, quality control, financial statement and their ability to sign our contract agreement on a pass/fail basis.

In evaluation of the qualification submittals, the Energy and Sustainability Division divided the consultant proposals into three categories:

1. Expertise with PG&E and their incentive programs.
2. General engineering, climate protection and energy efficiency expertise.
3. Familiarity with LEED certification and conducting energy audits.

The nine accepted firms were evaluated for their strongest attributes and placed into the above categories with at least three firms in each category. Some firms were placed in multiple categories due to their extensive and varied experience. Kenwood Energy, the recommended consultant firm, rated high in the overall evaluation of qualifications and placed in multiple categories due to its' strong subject matter expertise relative the application of energy technologies and its extensive experience with working with local government utility programs and partnerships.

Kenwood Energy has previously worked with the County on a variety of issues and projects and has a positive reputation and history of working with the County. Their principle, Tim Holmes, was involved with the creation of the County's year 2000 baseline of GHG emissions in 2001, and has continued to periodically consult with General Services, working with the County Architect as well as the Energy and Sustainability Division. Kenwood Energy served as the peer review firm for the Comprehensive Energy Project, a process that included the review and validation of wide variety of energy efficiency efforts and technologies, including the fuel cell. Kenwood Energy has extensive experience in the evaluation of solar projects having worked with numerous local jurisdictions on that issue, the firm currently provides technical guidance to the Marin County Energy Watch Partnership and the PG&E Wineries Program, and was the consulting resource for the County's successful application for the Local Government Partnership with the utility. This particular work effort resulted in a program partnership covering four years and providing over three million dollars in program funds used by the E&S Division to facilitate the implementation and evaluation of energy efficiency projects through out the County.

The scope of professional services that will be governed by this contract is specifically focused on identifying and evaluating new energy and sustainability initiatives upon the request of the Energy and Sustainability Division Manager. The availability of a consultant resource that provides this level of subject mater expertise is required in light of the evolving technology that is available for application and the multiple strategies that can be used to reduce energy use. Specifically, Kenwood Energy, will provide the following services to the County of Sonoma:

- 1) Evaluation of potential energy conservation and utility demand management projects and programs;
- 2) Energy auditing, energy management analysis, technical support;
- 3) Assistance and expertise regarding the management and optimization of energy conservation work efforts associated with the partnership between the County and PG&E.
- 4) Assistance in maximizing the use of government incentive programs;
- 5) Subject matter expertise relative to the development and fiscal operational performance of renewable and co-generation energy projects;
- 6) Expertise in the development of "specialty" requests for proposals for energy services;
- 7) Development of energy procurement and use management strategic plans;
- 8) Research and subject matter expertise regarding the application of state of the art energy technologies to include geothermal and wind technologies.

Based on the assessment that Kenwood Energy was the most qualified and experienced consultant resource to meet current needs, staff negotiated an Agreement for Professional Services with Kenwood Energy. This contract is subject to approval by your Board and will be effective upon execution by the Chairman of the Board of Supervisors. The contract will be in effect though November 1, 2010. A copy of the proposed agreement is attached for your review. The maximum amount of the contract for the consulting services is not to exceed \$60,000 per year or \$180,000 for the three-year term.

Recommended Board Action: (1) Authorize the Chairman to execute and Agreement with Kenwood Energy for energy consulting services with a budget not to exceed \$60,000 per year and with a term commencing upon execution by the Chairman and ending on November 1, 2010, unless extended by the County's exercise of no more than two, one-year options for renewal, and (2) authorize the Director of General Services to execute the County's options to extend, provided that the Director determines the energy consulting services are still desired.

Attachments:

On File With Clerk: Five Copies of Agreement for Professional Services with Kenwood Energy.

CLERK OF THE BOARD USE ONLY

Board Action (If other than "Requested")

Vote: