Kittitas County
Event Center

Agenda Staff Report

AGENDA DATE:
5/7/2013

ACTION REQUESTED:
Chair signature on Authorization No. 2013-091(A) 1

BACKGROUND:
In July 2012, Kittitas County entered into an interagency agreement (No 2012-ERG-584) with the State of Washington Department of Enterprises Services (DES) to establish a vehicle for DES to provide future Energy/Utility Conservation Project Management and Monitoring Services to the County and to authorize the development of the energy services proposal.

Attached with this staff report is the aforementioned agreement and scope of work.

The County selected Ameresco Quantum, Inc., as our ESCO to perform an investment grade audit (IGA) and an appropriate project in accordance with the guidelines established by the Washington State Department of Commerce Energy Efficiency grants. The IGA was completed and a project list submitted with a grant application to the Department of Commerce for consideration on January 14th, 2013

On March 13, 2013, Kittitas County was notified that it had been awarded a grant from the Department of Commerce.

On April 11th, Ameresco Quantum, Inc. provided a Energy Services Proposal detailing the project to be completed.

On April 15th, DES provided Kittitas County with two funding authorizations. No. 2013-091(A)1 and 2013-091 G (1-1)

Authorization 2013-091(A) 1 is the Design & Implementation of Conservation Measures for the project. This is Ameresco's cost to the County for all the engineering and oversight of the project.

On April 22nd, Facilities Director Anderson and the Budget and Finance Manager, Judy Pless, met with Donna Albert from DES to review the funding authorizations.

The two authorizations are in accordance with staff expectations for the project.

Staff is recommending signature on Authorization No. 2013-091(A) 1.

INTERACTION:
Matt Anderson - Facilities Director
Judy Pless - Budget and Finance Manager
Donna Albert - DES - Project Manager
Shelly Pitman - Ameresco - Account Executive

RECOMMENDATION:
Chair signature on Authroization No 2013-091(A)1

HANDLING:

LEAD STAFF:
Matthew Anderson