



AGENDA ITEM SUMMARY FORM

MEETING DATE: 10/25/2022

PREPARED BY: Chris Whittaker

AGENDA CONTENT: Discussion and possible action to approve one of the top three submissions for the Energy Performance Services RFQ.

AGENDA ITEM SECTION: Regular Agenda

BUDGETED AMOUNT: N/A

FUNDS REQUESTED: N/A

FUND: N/A

EXECUTIVE SUMMARY:

The City is seeking an Energy Performance Service contractor to analyze and perform energy improvements in city facilities and the Waste Water Treatment Plant. They would assist with funding these projects within budget (based on energy savings) and recommend above budget performance upgrades.

There were six RFQ submissions. A board was created to score each submission. See the attached score rating sheets for E3, Schneider Electric, and Way Service.

The board was created by the City Manager and consisted of 6 evaluators of which were 2 Council Members and 4 staff members of various departments. Each evaluator reviewed and scored each respondent's RFQ independently. The rating sheets were collected and totaled by the Assistant City Secretary.

The same board that did the TWDB RFQs did these same rankings. The point of the rankings is to create a top three for the Council ability to interview and make a selection. We wanted to present high-quality proposals for Council review.

There is no timeline for action other than hire them and get started with analysis. They will do an analysis and then present solutions back to Council at some future time. They get paid based on the work they do and how and when we finance the projects.

RECOMMENDATION:

Award one of the top three submissions for the Energy Performance Services RFQ.