



TEXAS ENERGY ENGINEERING SERVICES, INC.
(d/b/a TEESI Engineering)

Austin, San Antonio, Laredo

March 4, 2021

Susan Blevins
City Administrator
City of Hilshire Village
8301 Westview Drive
Houston, Texas 77055-6737

RE: **State Energy Conservation Office (SECO) "Local Government & Schools Energy Program"**

Dear Susan Blevins,

Texas Energy Engineering Services Inc. (TEESI) is **contracted by** the Texas Comptroller's **State Energy Conservation Office (SECO)** to provide **free engineering technical assistance** services to cities across Texas. This program is designed to help Texas cities establish and/or further develop energy management programs. TEESI has been assigned to offer the following **no cost** services, which may be of interest to you.

- Facility surveys and preliminary energy assessments identifying **energy savings opportunities**
- Technical Assistance with energy savings in the age of COVID-19
- Develop city specific integrated energy and sustainability program
- Identify low cost/no cost energy savings
- Review and/or development of city facilities Energy & Water Management Plan/Policy
- Evaluation of heating, ventilation, air-conditioning, and controls
- ENERGY STAR Portfolio Manager training
- Facility specific Energy Technical Assistance and benchmarking
- Water conservation and renewable energy evaluation
- Provide budget and payback for recommended energy projects
- Identification of possible funding options to implement energy cost reduction measures

Additional information regarding SECO "Energy Assessment & Technical Assistance Program" can be obtained by referring to the attached letter, visiting SECO's website at <https://comptroller.texas.gov/programs/seco/> or by contacting SECO program manager at:

Margaret Garcia, Program Manager, State Energy Conservation Office (SECO)
Texas Comptroller of Public Accounts, LBJ State Office Building
111 East 17th Street, Room 314, Austin, Texas 78774
Office: 512-463-1947 Fax: 512-475-2569
Email: Margaret.Garcia@cpa.texas.gov

To help you start achieving your energy objectives please call (512) 328-2533 or email me at saleem@teesi.com to set up a free consultation meeting and to answer any questions you or your staff might have. Please complete the attached "**Technical Assistance Service Request Form**" and return it to TEESI to begin the process. Thank you for your interest in SECO energy program and we look forward to your response.

Sincerely,

Saleem Khan, P.E.
President – TEESI

Enclosures – Technical Assistance Service Request Form

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