



CONTRACTS & AGREEMENTS

ECM INDEX DATA

INTRLOC_00 DEPT OF ENERGRY SERVICES

File Location

Vendor Name

DEPT OF ENERGRY SVCS
12/31/2017

Document Type: Interlocal Amendment

Vendor Name: DEPT OF ENERGRY SERVICES

PO# Location: INTRLOC-003

Effect Date: 6/18/2014

Term Date: 12/31/2017

CR#: 51475

Related CR#: 50592 50929 51393

Ordinance: 6161

Resolution: _____

Leg Date: 5/19/2014

Vendor #: 287194

Description: AMD#3 PROVIDE ENERGY/UTILITY CONSERVATION PROJECT
MANAGEMENT AND MONITORING SERVICES TO THE CITY
PO 1350309-002 X-REF 50592 50929 51393

Notes:

INTRLOC_00
INTERLOCAL AGREEMENTS
12/31/2017
500179854

ENERGY SERVICES AUTHORIZATION NO. 2014-191 B (2) - REVISED
Detailed Investment Grade Energy Audit & Energy Services Proposal
City of Bellevue
June 18, 2014

MASTER ENERGY SERVICES AGREEMENT NO. 2013-133 F (6)

The Owner and the Energy Services Company (ESCO) named below do hereby enter into this Authorization under terms described in the following sections:

Authorization to Proceed
Compensation for Energy Services

Project Conditions

I. AUTHORIZATION TO PROCEED:

Energy Services Company:

Owner:

Integrity Energy Services
4119 257th Court SE
Issaquah, WA 98029
Telephone No. (206) 228-7229
Email Address: miked@integrity-esco.com

City of Bellevue
acting through the
Department of Enterprise Services
Facilities Division
Engineering and Architectural Services
PO Box 41476
Olympia, WA 98504
Telephone No. (360) 902-7272

By _____
Name _____
Title _____
Date _____

By _____
Name Roger Wigfield, P.E.
Title Energy Program Manager
Date _____

State of Washington Contractor's License No. INTEGES877CAE
State of Washington Revenue Registration No. 602 256 882
Federal Tax Identification No. 91-2181368
MWBE Certification No. _____

II. COMPENSATION FOR ENERGY SERVICES:

Name of Facility	COMPENSATION	
	New	Previous
Energy Audit and Energy Services Proposal	\$ 25,724.00	\$ 0.00
Design	\$ 0.00	\$ 0.00
Construction Management	\$ 0.00	\$ 0.00
Overhead and Profit	\$ 0.00	\$ 0.00
Measurement and Verification – Year 1	\$ 0.00	\$ 0.00
Grand Total (plus WSST as applicable)	\$ 25,724.00	\$ 0.00

III. PROJECT CONDITIONS:

The Project Conditions contained in the Master Energy Services Agreement will be used unless specifically changed herein.

IV. SCOPE OF WORK:

Per the fee proposal dated May 16th, 2014, and **revised proposal dated June 18, 2014**, conduct a Detailed Investment Grade Energy Audit of the City of Bellevue to identify cost effective energy conservation measures and present a written Energy Services Proposal, including all energy audit documentation. The ESCO shall prepare the final Energy Services Proposal, detailing the actual energy services and ESCO equipment to be provided, energy savings and cost guarantees, measurement and verification plans, and commissioning plans for the proposed measures. Measures will include items that save energy, water and other resources. The Cost Effectiveness Criteria for this project shall be as established in the Master Energy Services Agreement or as modified in Section III above.

V. SCHEDULE FOR COMPLETION

Final completion of the Energy Audit and Energy Services Proposal on or before September 30, 2014.

2014191Bautherrevised

Integrity Energy Services

June 18th, 2014

Emma Johnson
City of Bellevue
Resource Conservation Manager
Bellevue City Hall
450 110th Ave NE
Bellevue, WA 98004

Joe Sullivan
State of Washington
Department of Enterprise Services Energy Program
Engineering & Architectural Services
P.O. Box 41476
Olympia, WA 98504-1476

SUBJECT: Investment Grade Audit Proposal – Parks Facilities – Rev-1

The City of Bellevue is working to improve facility infrastructure, increase occupant comfort & safety and reduce utility consumption. As part of this effort, Integrity Energy Services proposes to conduct an Investment Grade Audit (IGA), utilizing the Washington State Department of Enterprise Services (DES) Energy Program. Based on preliminary discussions, site visits and a preliminary audit, City of Bellevue objectives for this project can best be met with focus on the facilities and Energy Efficiency Measures (EEMs), as listed below.

Audit Scope

The following are the facilities and infrastructure that will be targeted for this IGA. Please refer to the attached Table 1 for specific individual measures at each site.

- Highlands Community Center
- Lewis Creek Park
- Mercer Slough
- North Bellevue Community Center
- Robinswood Tennis Center
- Crossroads Community Center

Engineering Services

Integrity Energy Services will work in close collaboration with the City of Bellevue and the DES Energy Program to perform an Investment Grade Audit. The audit will analyze cost effective Energy Efficiency Measures (EEMs). At the conclusion of the audit, Integrity will present to the City and DES Energy Program a written Energy Services Proposal (ESP). The ESP will provide guaranteed maximum construction costs, utility savings and system performance for the selected EEMs along with the Investment Grade Audit report. Based on DES Energy Program requirements, the Energy Services Proposal will include the following:

1. A description of the Facility and a description of those buildings and systems which will receive ESCO Equipment and ESCO Services;
2. The Cost Effective EEMs to be installed or caused to be installed by the ESCO and a description of the EEMs analyzed but disqualified under the cost effectiveness criteria. As a minimum, the EEMs listed in Table 1 will be analyzed;

Integrity Energy Services

3. The services that the ESCO will perform on or in the Facility, including but not limited to *engineering, construction management, the operations and maintenance procedures for use on ESCO Equipment, training for Facility personnel, providing warranty service, and equipment maintenance;*
4. The Guaranteed Maximum Project Cost, itemized in detail, which may be amended to represent actual costs;
5. Recommendations for replacement of existing equipment, along with recommendations for improvements to existing equipment and operating conditions;
6. The standards of comfort and service appropriate for the Facility;
7. The Baseline Energy Consumption for the Facility, including the data, methodology and variables used to compute the Baseline, and the Baseline calendar period which shall not be less than twelve (12) months;
8. The estimated Energy Savings and Energy Cost Savings that are expected to result from the installation of the ESCO Equipment and from the ESCO Service, and an explanation of the method used to make the estimate;
9. The method by which Energy Savings and Energy Cost Savings will be calculated during the term of the Energy Services Authorization;
10. A description of how the ESCO will finance its acquisition of the ESCO Equipment and when title to the ESCO Equipment will pass to the Owner;
11. A description of how the Energy Cost Savings will be guaranteed by the ESCO;
12. A description of how the ESCO proposes to be compensated;
13. The term of the Energy Services Authorization;
14. The Termination Value for each year during the term of the Energy Services Agreement;
15. The schedule for project completion.
16. The nature and extent of the work and equipment that the ESCO anticipates it will receive from other firms under subcontract.
17. The ESCO's Measurement and Verification (M&V) Plan for documenting energy savings, consistent with the International Performance Measurement and Verification Protocol.

A preliminary list of EEMs is included as Table 1. This list may expand based on additional knowledge of the facility, and measures may be deleted from the list due to poor payback or other conditions. Measures may include items that save energy, water or other resources (including various cost savings measures). The Investment Grade Audit will provide detailed documentation of fieldwork for the audit, calculation input and output in support of the recommendations made in the Energy Services Proposal, economic and engineering assumptions, sketches, floor plans and any other information as developed in the course of the Audit.

Integrity Energy Services

Table 1 also includes the proposed Measurement and Verification (M&V) methodology that will be used to calculate and verify savings. The M&V protocol is based upon the International Performance Measurement and Verification Protocol (IPMVP). This M&V plan will be further developed throughout the development of the project.

Cost-effectiveness Criteria

There are three potential outcomes of the Investment Grade Audit:

1. If a facility does not have EEMs that meet the "cost-effectiveness criteria" established by the City of Bellevue, there is no cost to the City of Bellevue for the audit. This is true unless the City, DES Energy Program, and the ESCO agree to other arrangements. In that case these special arrangements must be reflected in the Authorization between the ESCO and City of Bellevue.
2. If the ESCO identifies cost-effective measures and the City of Bellevue decides not to proceed, then the ESCO will be reimbursed for the audit and the Energy Program will be paid a termination fee. This occurs rarely.
3. If the ESCO identifies cost-effective measures and the City of Bellevue decides to proceed, an energy services proposal is presented to the City.

The following criteria shall be used to determine the cost-effectiveness of EEMs proposed in the Energy Services Proposal unless agreed upon otherwise by both DES and the City:

- The City may use any combination of the following funding and payment options to discharge its obligations under the Energy Services Agreement:
 - ESCO financing;
 - ESCO arranged Municipal Lease financing;
 - State Treasurer's Lease/Purchase or LOCAL Program based upon a 10 year loan term;
 - Other third-party financing (banks, etc.)
 - Energy cost savings, utility cost savings, and approved O&M savings to pay off any of the above debt structures;
 - Grants, loans and/or incentives from utilities or other funding sources; and
 - The City's capital budget or any other funds at the City's discretion.
- The loan term may not exceed the measure life of the EEM, unless otherwise approved by the City of Bellevue and DES Energy Program.
- Not more than 90% of the energy cost savings may be used to repay the loan, unless approved by the City of Bellevue and DES Energy Program.
- Up to 100% of utility grants may be used to defray project costs or to repay the loan.

Integrity Energy Services

- Labor or maintenance cost savings shall not be included in energy cost savings for the purpose of determining cost-effectiveness, unless specifically approved by the City and DES Energy Program. These will typically represent costs for purchased parts and service contracts, not internal labor costs.
- The cost of the EEMs will include the cost of the Investment Grade Energy Audit and preparation of the ESP; design; construction; ESCO's construction and project administration; commissioning; bidding; bonding; overhead and profit; permits; taxes; training; M&V, DES's Energy Program project management fee; and, other costs that may be agreed to by the ESCO, the City and DES Energy Program.
- The City of Bellevue cash flow including savings, utility contributions, cost of measurement and verification services, EEM cost, loan repayments and debt service shall be neutral or positive with respect to the baseline cash flow and based on guaranteed savings.
- Current utility cost rates shall be used for the purpose of calculating energy and utility cost savings. Energy and utility cost inflation factors shall not be used without the City of Bellevue and DES Energy Program expressed approval.

Fee for Engineering Services

Integrity Energy Services will perform the above described Engineering Services for a fixed fee of \$25,724.

It is understood by IES that payment and terms are contingent upon the cost-effectiveness requirements outlined above.

Preliminary Schedule

The Investment Grade Audit will be completed within three months of Notice to Proceed.

If this proposal is acceptable, please process the appropriate contract documents. We appreciate this opportunity and look forward to implementing a successful project with the City of Bellevue and DES.

Sincerely,



Mike Dean
Integrity Energy Services

Attachments: Table 1 – Proposed Energy Efficiency Measures

Integrity Energy Services

Date: 6/18/2014

Client: City of Bellevue
 Project: Parks 2014

EEM Selection Guide

Site	EEM#	Measure Description	Payback - Years			Deferred Maintenance	Renewable
			0-7	7-15	15+		
Highlands CC							
	1	Weather-strip doors and seal building envelope. Possible air curtain.			X		
	2	Install day lighting control on building exterior lights			X		
	3	Install VFD on AHU-5			X		
	4	Install vending miser on vending machine	X				
	5	Add programmable T stat and baseboard heater to upstairs office			X		
	6	Air curtain at entryway			X		
	7	Add occupancy sensors on the lights in the gym	X				
	8	Upgrade baseboard valves			X		
	9	Add controls to enable/disable boiler			X		X
	10	Commission AHU-5 - modify linkage on economizer			X		X
Lewis Creek Park							
	1	Weather-strip doors and seal exterior openings		X			
	2	Retro commission mechanical system and fix relief dampers at roof doghouse	X				X
	3	Insulate radiant floor circuit piping at headers	X				
	4	Replace site lighting with LED			X		
	5	Install solar hydronic on roof - existing green roof			X		X
	6	Modify motorized windows and add to DDC system to automate free cooling					X
Mercer Slough							
	1	Insulate radiant heat piping in mechanical rooms	X				
	2	Pac Sci Bldg - Weather-strip doors and seal exterior openings	X				
	3	Pac Sci Bldg - Replace single pane wood sash with double pane			X		X
	4	Pac Sci Bldg - Replace second story "door" with insulated panel			X		X
	5	Pac Sci Bldg - Add occ sensors to lighting	X				

Site	EEM#	Measure Description	Payback - Years			Deferred Maintenance	Renewable
			0-7	7-15	15+		
	6	Pac Sci Bldg - Add insulation to attic			X		
	7	Retro commission controls and verify schedules are programmed correctly		X			
	8	Replace site lighting with LED			X		
	9	Limit occupant temperature limits			X		
	10	Correct hand/auto starter - mis-wire				X	
	11	Verify that irrigation is being billed properly	X				
North Bellevue CC							
	1	Seal cracks and add weather stripping on doors and windows	X				
	2	Replace exterior site lights with LED		X			
	3	Replace Halogen spot lights with LED		X			
	4	Install vending miser on vending machine			X		
	5	Add day lighting control to exterior fixtures on building		X			
	6	Add workout room TVs and HVAC to occupancy sensor		X			
	7	Modify Kitchen ventilation make-up air to shut off when not in use		X			
	8	Investigate why boiler is in hand				X	
	9	Replace stove and fireplace with electronic ignition				X	
	10	Investigate decommissioning boiler and associated AHU			X		
Robinswood Tennis Center							
	1	Seal cracks and add weather stripping on doors and windows	X				
	2	Add insulation to domestic hot water piping in closet		X			
	3	Replace burner assembly and HX with high efficiency unit (Tennis Bubble)			X		
	4	Add VFD to Tennis Bubble			X		
	5	Add HVAC to a DDC system and retrofit Johnson system to Delta			X		
	6	Replace site lights with LED			X		
	7	Re-roof and add insulation			X		
Cross Roads CC							
	1	Install vending miser on vending machine		X			
	2	Weather-strip doors and seal building envelope		X			
	3	Commission mechanical system in penthouse/rebalance/schedule holidays			X		
	4	Add thermal-fuser to office space				X	
	5	Add lighting to security system to have dark building at night		X			



STATE OF WASHINGTON
DEPARTMENT OF ENTERPRISE SERVICES

1500 Jefferson Street SE, Olympia, WA 98501

June 18, 2014

TO: Emma Johnson, City of Bellevue
FROM: Terrie Glave, Contracts Specialist, (360) 407-9330
RE: Agreement No. 2014-191 B (2)
Detailed Investment Grade Audit & Energy Services Proposal
Integrity Energy Services Company
SUBJECT: Funding Approval - **REVISED**

The Department of Enterprise Services, E&AS, requires funding approval for the above referenced contract document(s). The amount required is as follows:

Energy Audit and Energy Services Proposal	\$25,724.00
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In accordance with the provisions of RCW 43.88, the signature affixed below certifies to the Facilities Division, Engineering & Architectural Services that the above identified funds are appropriated, allotted or that funding will be obtained from other sources available to the using client/agency. The using/client agency bears the liability for any issues related to the funding for this project.

By Allen Kost, planning & dev. mgr Date 6/30/14
Name / Title

Please sign and return this form to E&AS. If you have any questions, please call me.

2014191 Bauthfundcrevised

Approved as to form:
By: Alison Pouch
Assistant City Attorney

CR# 51475 Date: 7-8-14 PO # & Loc: 1350309 . 003



City of Bellevue
Finance Department - Procurement Services
450 110th Ave. NE. Bellevue, WA 98004

(Separate project under this
master PO #)

Contract Routing Form

Current Contract Information:

Contract Title: Interagency Agreement with DES
 Contract Description: Energy/Utility Conservation Project Management and Monitoring Services
 Total Contract Value: 28,724.00 ✓
 This Amendment Value: \$25,724.00 ✓
 Department: Parks - 587
 Contract Manager: Emma Johnson
 Contract Type: Other
 Contract Form: Custom contract document
 Budget Expenditure: Expenditure Contract - Sufficient Funds
 Maximo User: Yes

GRX

Vendor Information:

New Vendor? No Tax ID#:
 Vendor Name: Department of Enterprise Services COB License #:
 JDE Vendor Number: 287194 UBI #:
 Independent Contractor? Contractor's Lic. #:

Contract Term:

Original Effective Date: 06/18/2014 End Date: 12/31/2014
 Subject To: No Renewal

Council Approval:

Does this contract require council approval? No

Route:

		<u>In</u>	<u>Out</u>	
Procurement Services:	<u><i>A Carlson</i></u>	<u>6/18/14</u>	<u>6/18/14</u>	
Information Technology:	Not Required			
Legal:	<u><i>Jerome Souke</i></u>	<u>6/19/14</u>	<u>6/27/14</u>	
Insurance Reviewed By:	<u><i>Vicky Buel</i></u>	<u>6/27/14</u>	<u>6-27-14</u>	
Department Director:	<u><i>Alexis Kat</i></u>	<u>6/30/14</u>	<u>6/30/14</u>	PARKS
Procurement Services:	<u><i>A Carlson</i></u>	<u>6/30/14</u>	<u>6/30/14</u>	
Return To:	Emma Johnson			
City Clerk's Office:	<u><i>M. Tomlin</i></u>	<u>7-8-14</u>	<u>7-8-14</u>	

for

CONTRACT REVIEW CRITERIA

Dept.	PS	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Does the Contract Routing/Approval Form and Contract have consistent information? Y
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Is the Contract Type and template appropriate for the services performed? Y
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Are the contract values (i.e aggregate values, yearly budget totals, taxable amounts, acct. numbers, etc.) accurate? Y
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Is the JDE vendor name and number accurate? Y
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Does the Company have a Bellevue Business License? If not, date Tax Office was notified? _____
<input type="checkbox"/>	<input checked="" type="checkbox"/>	If the Company's Tax ID# appears to be a SS#, or if we are paying an individual, make a copy of the Routing Form and interoffice to Gail Davila in HR. NA
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Do the Contract Start/End Dates comply with current policies (maximum 4 years unless exception noted)? Y
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Is this an amendment or renewal? If so, are the original contract #'s and values indicated? Y
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Has the Selection Method ^{#1} been explained in Additional Comments? Are results attached? NA
<input type="checkbox"/>	<input checked="" type="checkbox"/>	If there is an ordinance/resolution/motion for this contract, are the date and # noted and a copy attached?
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Does the contractor meet requirements of the Independent Contractor Threshold question? Y
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Is Attachment "A" (Scope of Work and/or Services) attached? Y
<input type="checkbox"/>	<input type="checkbox"/>	Is Attachment "B" (Insurance Requirements) attached?
<input type="checkbox"/>	<input type="checkbox"/>	Are any additional riders required? If so, which one's? _____
<input type="checkbox"/>	<input type="checkbox"/>	Does Insurer have a Best rating of A- or better? Vendor: State of WA
<input type="checkbox"/>	<input type="checkbox"/>	Is the Contractor identified as the insured?
<input type="checkbox"/>	<input type="checkbox"/>	Does the Contractor have Commercial General Liability, Commercial Auto Liability, Worker's Compensation, and Employer's Liability/Stop Gap and special coverages as required?
<input type="checkbox"/>	<input type="checkbox"/>	Are the policy expiration date(s) on the Certificate of Insurance current?
<input type="checkbox"/>	<input type="checkbox"/>	Does the Contractor have a self-insured retention? Is it above \$50,000?
<input type="checkbox"/>	<input type="checkbox"/>	Is the City listed as the Certificate Holder?
<input type="checkbox"/>	<input type="checkbox"/>	Is the Certificate signed?
<input type="checkbox"/>	<input type="checkbox"/>	Is the City of Bellevue (& contracting partners) listed as an additional insured on the Certificate of Insurance? Is the additional insured status primary and non-contributory?
<input type="checkbox"/>	<input type="checkbox"/>	If this contract requires the payment of Prevailing Wages, are current Wage Rates referenced in Attachment "C"?
<input type="checkbox"/>	<input type="checkbox"/>	Does the Contractor have an open account with the Washington State Department of Revenue?
<input type="checkbox"/>	<input type="checkbox"/>	Are the Contractor's worker's compensation premiums current?
<input type="checkbox"/>	<input type="checkbox"/>	Does the Vendor have an active Professional/Contractor License with the Washington State Department of Licensing?
<input type="checkbox"/>	<input type="checkbox"/>	Is the Vendor on the Federal Debarred Suspended List?

RISK

Vendor: State of WA

government agency

RISK MANAGEMENT:

- Are the Insurance Requirements (Attachment B) appropriate for Scope of Work?
- Does the Contractor's Certificate of Insurance comply with the requirements?
- Are there any Limitations of Liability clauses or other risk transfer language problems that shift risk back to the City?
- Does the Hold Harmless clause include language referencing Title 51 releases?