

TAB 4



City of Palmetto Agenda Item

Meeting Date

2/27/12

Presenter: Jim Freeman

Department: City Clerk

Title: Energy Study

The City received two energy grants totaling approximately \$500,000. As part of Energy grant ARS #17657 the City was to perform an energy study to identify future savings above and beyond the projects already identified with the current grant application. The City had some difficulty finding a company that would complete the study within budget and within the timeframe for the grant. Staff contacted the green building coalition in Tallahassee and they recommended that we contact Dr. Jennifer Languell who owns Trifecta Construction. Apparently, they have done similar studies for other jurisdictions and is able to assist the City with our energy study needs. The attached quote is for \$9,500 and will meet the requirements of our grant under the approved budget and within the established timeframe. The outcome of the study is to provide a roadmap for future energy saving projects that the City might explore as additional grants become available or some other funding source is identified. This is the last task associated with the energy grants that the City received. All other tasks have been completed or are scheduled to be complete in the next month.

Budgeted Amount: \$20,000 **Budget Page No(s):** **Available Amount:** \$20,000 **Expenditure Amount:** \$9,500

Additional Budgetary Information:

Funding Source(s): **Sufficient Funds Available:** Yes No **Budget Amendment Required:** Yes No **Source:**

City Attorney Reviewed: Yes No N/A **Advisory Board Recommendation:** For Against N/A **Consistent With:** Yes No N/A

Potential Motion/Direction Requested: Motion to approve proposal/quote from Trifecta Construction to perform a energy study for an amount not to exceed \$9,500.

Staff Contact: Jim Freeman

Attachments: Energy Study Proposal from Trifecta Construction



Jim Freeman, CMC
City Clerk
City of Palmetto

Dear Mr. Freeman:

Thank you for contacting us regarding our assisting you in developing an energy conservation and efficiency strategy. Per your request, below please find the proposed services to complete the "energy task" (Task 2) of the Grant Agreement No. ARSO10. Note that all projects are initiated with a kick off meeting and finalized with a presentation of the findings unless otherwise discussed.

SERVICES

IDENTIFY ENERGY CONSUMING CITY ASSETS AND QUANTIFY ENERGY CONSUMPTION \$4,500.00

Trifecta works with the city designated staff and departments to identify the primary, secondary, and tertiary energy consuming assets. These assets include but are not limited to the city owned or occupied buildings, fleet vehicles, installed infrastructure including street lights, other outdoor lighting, traffic signals, and utilities. Trifecta collects and reviews the city energy data creating a quantitative baseline of the energy use distribution and provides recommendation to reduce energy consumption.

Identify and Quantify Energy Consumption

Initial Here for Acceptance _____

ESTABLISH CONSERVATION AND EFFICIENCY GOALS \$ 5,000.00

Trifecta works with the city to establish specific energy conservation and reduction goals based on the energy use profile, resources, and budgets to develop a ten year comprehensive guiding strategy for the city. The team will identify immediate, short term, and long term conservation and efficiency projects for implementation.

Develop Conservation Goals and Strategy

Initial Here for Acceptance _____

TRAVEL

The base price of the contract includes two trips on behalf of the project. If additional travel is necessary and incurred on behalf of the City of Palmetto, the client will be responsible for reimbursing all expenses associated with such travel. Any travel expense in excess of \$100.00 will be submitted by Trifecta to the City of Palmetto for preapproval.

FEE:

We propose to provide our services described above for the lump sum fees listed. If you elect to accept our services, please initial next to the service and then sign the appropriate line below. By initialing and signing below, you will have committed to pay the fee for our services and reimbursable expenses per the listed conditions.

Reimbursable Expenses

Initial Here for Acceptance _____

INCLUSIONS & EXCLUSIONS

These services will not include architectural or engineering design (i.e. signed and sealed contract documents.) These services will also not include items that fall in an architect's /engineers scope such as site visits during construction and responses to bidder questions, permitting comments, and RFI's.



This proposal is for services that Trifecta has agreed to perform for the City of Palmetto. In exchange for services, the City of Palmetto agrees to pay Trifecta the fees agreed upon which is based on 4 months of services from date of signing. Upon completion of each accepted service, as initialed above, the City of Palmetto will be invoiced. The City of Palmetto agrees to remit payment of said invoices within 30 days to Trifecta from the date of issue. Upon acceptance of the terms of this proposal, the City of Palmetto agrees to enter into a contractual relationship with Trifecta. This agreement constitutes the final agreement between the parties. Any changes to this agreement must be requested in writing and duly signed by both parties. Trifecta reserves the right to review and, if need be, increase fees to account for changes in the price of goods, increased costs and the clients request for additional services.

To complete these services the City of Palmetto must provide us with copies of all requested documentation such as energy evaluations, assessments, utility bills, and audits as necessary.

The terms and fees stated here within this proposal are valid for 30 days

By signing this agreement, I acknowledge that I have the authority to do so on behalf of the City of Palmetto

Proposal Accepted by: _____

Position/ Title of person signing: _____

This _____ day of _____ 20 _____

Respectfully Submitted,

Jennifer Languell, Ph.D.
Trifecta