



## Request for City Council Committee Action From the Department of Public Works

**Date:** November 16, 2009  
**To:** Honorable Scott Benson, Chair Health, Energy and Environment Committee  
**Referral:** Honorable Paul Ostrow, Chair Ways and Means Committee  
**Subject:** **Consulting Services – Energy Audits for City owned facilities.**

**Recommendation:**

Authorize the proper City officers to negotiate and execute a Professional Services Agreement with Questions and Solutions Engineering, Inc, for consulting services for Energy Audits for City facilities for an amount not-to-exceed \$150,000. Funding for this work will be provided through the Energy Efficiency and Conservation Block Grant program (EECBG) awarded to the City on October 13, 2009. No additional appropriation is required.

**Previous Directives:**

- August 14, 2009: Approval authorizing the proper City Officers to obtain proposals for Energy Auditing Services related to various City owned facilities in compliance with the Energy Efficiency and Conservation Block Grant Program (EECBG).
- June 12, 2009: Resolution 2009R-248, authorizing the proper City Officers to submit an application to the United States Department of Energy seeking EECBG funds to support Energy Efficiency and Conservation at Local Government Facilities.

**Prepared by:** Paul Miller, Sr. Project Manager 673-3603

**Approved by:**

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Steven A. Kotke, P.E., City Engineer, Director of Public Works

**Presenters:** Paul Miller, Sr. Project Manager, Department of Public Works, Property Services

**Reviews**

Permanent Review Committee (PRC): Approval X Date 7/23/09  
Civil Rights Approval Approval \_\_\_ Date Pending  
Policy Review Group (PRG): Approval NA Date \_\_\_\_\_

**Financial Impact**

No financial impact: Funds for this work shall be provided through the EECBG Grant Program.

## **Community Impact**

Neighborhood Notification: NA

City Goals: Supports the City's goal for an Enriched Environment.

Comprehensive Plan: Supports the Minneapolis Plan for Sustainable Growth (Policy 6.1, 6.2, and 6.3)

Zoning Code: NA

## **Background/Supporting Information**

On June 12, 2009, the City Council authorized City staff to submit an application to the United States Department of Energy seeking \$3,900,000 in funding as part of the EECBG Grant Program. A portion of these funds (\$1,950,000) are intended to be used for Energy Efficiency and Conservation at Local Government Facilities. The council action also authorized City Officers (if awarded) to execute the EECBG grant. The grant was officially awarded on October 13, 2009.

Specifically, EECBG funds can be utilized for:

- Development and implementation of an energy efficiency and conservation strategy.
- Retaining technical consultant services to assist the eligible entity in the development of such a strategy.
- Conducting building energy audits.
- Grants to governmental agencies for the purpose of performing energy efficiency retrofits.
- Development and implementation of energy efficiency and conservation programs for buildings and facilities within the jurisdiction of the eligible entity.

Energy Auditing for facilities is a quality process, focusing on the architectural, mechanical, electrical and lighting systems within a building and their impact on energy usage. It is the intent of the City to utilize the results of these audits to establish and implement a program of systems upgrades, replacements, and retrofits in order to improve energy efficiency and conservation. The City of Minneapolis is committed to the process of improving energy efficiency and promoting energy conservation for its facilities in order to systematically optimize the building systems so they operate efficiently and effectively. The Energy Efficiency and Conservation Program shall identify energy conservation opportunities, and analyze annual energy cost savings, implementation (construction) costs, available utility rebates and incentives, and simple payback for each opportunity investigated.

In order to affect this intent, the City will utilize an independent consultant to perform Energy Audits at selected City Facilities. On August 14, 2009 the City Council authorized Public Works staff to obtain proposals for Professional Consulting services related to conducting facility energy audits of various City facilities. Proposals from eight (8) engineering firms were received on September 25, 2009. Representatives from Public Works and Hennepin County reviewed and evaluated all proposals and a "short list" of three (3) firms was selected for formal presentation/interviews on October 9, 2009. An evaluation team made up of representatives of Public Works and Hennepin County conducted formal presentation/interviews on October 22, 2009. Based upon the results of the formal presentation/interviews, the evaluation team selected the professional engineering firm of Questions and Solutions Engineering, Inc. to provide the requested services.

Therefore, staff is requesting authorization to negotiate and execute a Professional Services Agreement for Facility Energy Audits with Questions and Solutions Engineering, Inc., in the amount of \$150,000. The execution of this agreement shall be contingent upon the Civil Rights Department approval of Questions and Solutions Engineering, Inc., Affirmative Action Plan. The cost of these services has been accounted for within the budget for this Project of which \$1,950,000 is intended to be used for Energy Efficiency and Conservation at Local Government Facilities.