

# **INTERAGENCY Amendment**

*Department of Enterprise Services*

Date: October 14, 2015  
Agreement No: 2012-ERG-576  
Project No.: 2013-030  
Amendment No: 3

**Interagency Agreement Between the  
State of Washington  
Department of Enterprise Services  
and the  
City of Edmonds**

The parties to this Agreement, the Department of Enterprise Services, Engineering & Architectural Services, hereinafter referred to as "DES", and the City of Edmonds, hereinafter referred to as the "CLIENT AGENCY", hereby amend the Agreement as follows:

## **1. Statement of Work**

DES shall furnish the necessary personnel and services and otherwise do all things necessary for or incidental to the performance of the work set forth in Attachment "A-2" and Attachment "C-2", attached hereto and incorporated herein by reference. Unless otherwise specified, DES shall be responsible for performing all fiscal and program responsibilities as set forth in Attachment "A-2" and Attachment "C-2".

Energy/Utility Conservation projects shall be authorized by Amendment to this Agreement.

- 1.1 Phase 3 HVAC, Lighting, and Controls Upgrades outlined in the Ameresco Quantum, Inc. Energy Services Proposal dated April 16, 2013.
- 1.2 Review of Measurement and Verification reports for the Phase 3 HVAC, Lighting, and Controls Upgrades outlined in Ameresco Quantum, Inc. Energy Services Proposal dated April 16, 2013.
- 1.3 Waste Water Treatment Plant Energy Upgrades outlined in the Ameresco, Inc. Energy Services Proposal dated June 25, 2014.
- 1.4 **Phase 6, Library Gas Pack Replacement outlined in the Ameresco, Inc. Energy Services Proposal dated September 25, 2015.**

**Attachment "A-1" Scope of Work Energy/Utility Conservation Projects Management Services is revised to Attachment "A-2" and Attachment "C-1" Scope of Work Energy/Utility Conservation Projects Monitoring Services is revised to Attachment "C-2" to update the Statewide Energy Performance Contracting Program Master Energy Services Agreement number from Agreement No. 2013-133 to Agreement No. 2015-181, attached hereto and incorporated herein by reference.**

#### 4. Consideration

Compensation under this Agreement shall be by Amendment to this Agreement for each authorized project. Each Amendment will include a payment schedule for the specific project.

For Project Management Services provided by DES under Attachment "A-2" of this Agreement, the CLIENT AGENCY will pay DES a Project Management Fee for services based on the total project value per Project Management Fees Schedule set forth in Attachment "B-2".

If the CLIENT AGENCY decides not to proceed with an Energy/Utility Conservation project that meets the CLIENT AGENCY's cost effective criteria, then the CLIENT AGENCY will be charged a Termination Fee per Attachment "B-2". The Termination Fee will be based on the estimated Total Project Value outlined in the Energy Audit and Energy Services Proposal prepared by the Energy Services Company (ESCO).

If measurement and verification services are requested by the CLIENT AGENCY and provided by DES under Attachment "C-2" of this Agreement, the CLIENT AGENCY will pay DES \$2,000.00 annually for each year of monitoring and verification services requested.

Compensation for services provided by the ESCO shall be paid directly to the ESCO by the CLIENT AGENCY, after DES has reviewed, approved and sent the invoices to the CLIENT AGENCY for payment.

- 4.1 Energy Project Management Fee for Phase 3 HVAC, Lighting, and Controls Upgrades is \$35,000.00. Anticipated billing date for this Amendment is June 1, 2014.
- 4.2 Measurement and verification fee for Phase 3 HVAC, Lighting, and Controls Upgrades is \$4,000.00. Anticipated billing dates for this Amendment are June 1, 2016 and 2017.
- 4.3 Energy Project Management Fee for the work described in Section 1.3 is \$39,600.00. Anticipated billing date for this Amendment is June 1, 2015.
- 4.4 **Energy Project Management Fee for the work described in Section 1.4 is \$13,800.00. Anticipated billing date for this Amendment is July 1, 2017.**

**The new total Agreement value is \$92,400.00.**

**This Amendment also revises the Interagency Reimbursement Costs outlined in Attachment "B-1" of the Agreement to reflect the current DES project management fees. A new Attachment "B-2" is included with this Amendment.**

All sections above have been fully amended and are shown in their entirety.

All other terms and conditions of this Agreement remain in full force and effect. The requirements of RCW 39.34.030 are satisfied by the underlying Agreement and are incorporated by reference herein.

Each party signatory hereto, having first had the opportunity to read this Amendment and discuss the same with independent legal counsel, in execution of this document hereby mutually agree to all terms and conditions contained herein, and as incorporated by reference in the original Agreement.

City of Edmonds

Walter D. Earle  
Mayor  
Title  
10-20-15  
Date

Department of Enterprise Services  
Engineering & Architectural Services

William J. Frare, P.E.  
Assistant Director  
Title  
10-30-15  
Date *RCW*

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# ATTACHMENT A-2

## Scope of Work Energy/Utility Conservation Projects Management Services

### Statewide Energy Performance Contracting Program Master Energy Services Agreement No. 2015-181

DES will provide the following project management services for each specific project for the CLIENT AGENCY. Each individual project shall be authorized by Amendment to this Agreement.

1. Assist the CLIENT AGENCY in the selection of an Energy Service Company (ESCO) consistent with the requirements of RCW 39.35A for local governments; or 39.35C for state agencies and school districts.
2. Assist in identifying potential energy/utility conservation measures and estimated cost savings.
3. Negotiate scope of work and fee for ESCO audit of the facility(s).
4. Assist in identifying appropriate project funding sources and assist with obtaining project funding.
5. Assist in negotiating the technical, financial and legal issues associated with the ESCO's Energy Services Proposal.
6. Review and recommend approval of ESCO energy/utility audits and Energy Services Proposals.
7. Provide assistance during the design, construction and commissioning processes.
8. Review and approve the ESCO invoice vouchers for payment.
9. Assist with final project acceptance.
10. Provide other services as required to complete a successful energy performance contract.

# ATTACHMENT B-2

## Fee Schedule

2015-17 Interagency Reimbursement Costs  
for Project Management Fees to Administer  
Energy/Utility Conservation Projects

<u>TOTAL PROJECT VALUE</u>	<u>PROJECT MANAGEMENT FEE</u>	<u>TERMINATION</u>
5,000,001.....6,000,000.....	\$66,000.....	25,700
4,000,001.....5,000,000.....	65,000.....	25,400
3,000,001.....4,000,000.....	64,000.....	25,000
2,000,001.....3,000,000.....	60,000.....	23,400
1,500,001.....2,000,000.....	56,000.....	21,800
1,000,001.....1,500,000.....	49,500.....	19,300
900,001.....1,000,000.....	42,000.....	16,400
800,001.....900,000.....	39,600.....	15,400
700,001.....800,000.....	36,800.....	14,400
600,001.....700,000.....	35,000.....	13,700
500,001.....600,000.....	32,400.....	12,600
400,001.....500,000.....	29,000.....	11,300
300,001.....400,000.....	24,800.....	9,700
200,001.....300,000.....	19,800.....	7,700
100,001.....200,000.....	13,800.....	5,400
50,001.....100,000.....	7,500.....	3,500
20,001.....50,000.....	4,000.....	2,000
0.....20,000.....	2,000.....	1,000

The project management fee on projects over \$6,000,000 is 1.1% of the project cost. The maximum DES termination fee is \$25,700.

1. These fees cover project management services for energy/utility conservation projects managed by DES's Energy Program.
2. Termination fees cover the selection and project management costs associated with managing the ESCO's investment grade audit and proposal that identifies cost effective conservation measures if the CLIENT AGENCY decides not to proceed with the project through DES.
3. If the project meets the CLIENT AGENCY's cost effectiveness criteria and the CLIENT AGENCY decides not to move forward with a project, then the CLIENT AGENCY will be invoiced per Attachment B Termination or \$25,700.00 whichever is less. If the CLIENT AGENCY decides to proceed with the project then the Agreement will be amended per Attachment B for Project Management Fee.
4. If the audit fails to produce a project that meets the CLIENT AGENCY's established Cost Effectiveness Criteria, then there is no cost to the CLIENT AGENCY and no further obligation by the CLIENT AGENCY.

# ATTACHMENT C-2

## Scope of Work Energy/Utility Conservation Projects Monitoring Services

### Statewide Energy Performance Contracting Program Master Energy Services Agreement No. **2015-181**

If requested DES will provide the following monitoring services for each specific project for the CLIENT AGENCY.

1. Monitor actual energy use and dollar costs, compare with the ESCO's annual Measurement and Verification (M&V) report and any ESCO guarantee, resolve differences, if needed, and approve any vouchers for payment.
2. Monitor facility operations including any changes in operating hours, changes in square footage, additional energy consuming equipment and negotiate changes in baseline energy use which may impact energy savings.
3. Provide annual letter report describing the ESCO's performance, equipment performance and operation, energy savings and additional opportunities, if any, to reduce energy costs.



STATE OF WASHINGTON  
 DEPARTMENT OF ENTERPRISE SERVICES

1500 Jefferson St. SE, Olympia, WA 98501  
 PO Box 41476, Olympia, WA 98504-1476

October 15, 2015

TO: Pamela Randolph, City of Edmonds  
 FROM: Andrea Faust, Contracts Specialist, (360) 407-9365  
 RE: Contract No. 2013-030 J (4-1)  
 Phase 6, Library Gas Pack Replacement  
 Ameresco, Inc.  
 SUBJECT: Funding Approval

The Department of Enterprise Services, Engineering & Architectural Services, requires funding approval for the above referenced contract document. The amount required is as follows:

ESCO Contract Amount	\$ 96,123.00
Sales Tax (9.5%)	\$ 9,131.69
Contingency Amount (with Tax)	\$ <u>10,319.08</u>
<b>Total</b>	<b>\$ 115,573.77</b>

**In accordance with the provisions of RCW 43.88, the signature affixed below certifies to 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 David D. Earling Mayor 10.20.15  
 Name / Title Date

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

