

**CITY OF AUSTIN – PURCHASING DEPT.
RECOMMENDATION FOR COUNCIL ACTION
VENDOR NAME: CLEARESLT CONSULTING INC.**

AGENDA DATE: 11/20/14

SUBJECT: Authorize award, negotiation, and execution of a 24-month requirements service contract with CLEARESLT CONSULTING INC., or another qualified Offeror to RFP No. OPJ0110 for the purpose of providing temporary labor staffing employees in the areas of energy efficiency and green building services for Austin Energy in an amount not to exceed \$1,000,000, with two 12-month extension option in an amount not to exceed \$500,000, for a total estimated contract amount not to exceed \$2,000,000.

AMOUNT & SOURCE OF FUNDING: Funding in the amount of \$416,667 is available in the fiscal Year 2014-2015 Operating Budget. Funding for the remaining two months of the initial contract period and extension options is contingent upon available funding in future budgets.

FISCAL NOTE: There is no unanticipated fiscal impact. A fiscal note is not required.

FOR MORE INFORMATION CONTACT: Oralia Jones, Senior Buyer Specialist/322-6594

BOARD AND COMMISSION ACTION: October 20, 2014 - To be reviewed by the Electric Utility Commission. October 21, 2014 - To be reviewed by the Resource Management Commission.

PURCHASING: Best evaluated proposal

MBE/WBE: This contract will be awarded in compliance with Chapter 2-9C of the City Code (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this solicitation.

This contract will provide Austin Energy's Customer Energy Solutions Division with temporary employees with specialized skill sets in the area of energy efficiency and green building. The service of these contractors will be procured on an as-needed basis to meet increased workload due to the variable nature of the design and construction industry, and to provide additional technical support needed for the development and implementation of new energy efficiency and green building related programs and initiatives.

The contractor will be responsible for providing staffing which includes green building consulting and rating services, energy efficiency consulting, and energy efficiency program operations. Specialized training or certifications also desired may include Residential Energy Services Network (RESNET) certified auditor, U.S. Green Building Council Leadership in Energy and Environmental Design (LEED), Accredited Professional, Building Design plus Construction (LEED AP BD+C) or other related certifications. More specifically, these positions will be used to support Austin Energy Green Building ratings by guiding private sector project teams through the ratings process, reviewing design documents and construction submittals to ensure compliance with the utility's ratings requirements, providing recommendations to project teams to improve building performance and sustainability, performing site visits to verify compliance with Green Building ratings requirements, reviewing or performing building energy models to calculate energy savings from ratings and other tasks necessary to ensure that building projects enrolled in the Green Building rating systems meet expectations for energy and resource efficiency and sustainability. Positions

assigned to work with Austin Energy's Energy Efficiency Services group will assist with the development and implementation of energy efficiency rebate programs.

This request allows for the development of an agreement with a qualified offeror selected by Council. If the City is unsuccessful in negotiating a satisfactory agreement with the selected offeror, negotiations will cease and staff will return to Council so that another qualified offeror may be selected, authorizing contract negotiations with a new provider.

M/WBE Summary

MBE/WBE solicited: 22/11

MBE/WBE bid: 0/0

PRICE ANALYSIS

- a. Adequate competition.
- b. Five hundred, thirty notices were sent. Two proposals were received, with no response from MBE/WBEs.

APPROVAL JUSTIFICATION

- a. Best evaluated proposal of two proposals received.
- b. The Purchasing Office concurs with Austin Energy's recommended award.
- c. Advertised on the Internet.