

Memorandum

TO: Martin County School Board Members
FROM: John Klatt, Director of Purchasing, Warehousing and Reprographics
DATE: October 18, 2005
SUBJECT: Request approval to Award **RFP #5003-0-2004/JK** for Non Mechanical Energy Conservation Consulting Services

OPENED: 9/14/2004

PROPOSALS SOLICITED: 667 **PROPOSALS RECEIVED:** 2

CONTRACT PERIOD: 10/18/2005 through 10/17/2009

BUDGET REFERENCE: 0100.7900.0430.9530.0079

ESTIMATED

EXPENDITURE: \$1,661,892 for four years, (\$416,100 YR 1, \$411,565 YR 2, \$415,204 YR 3, and \$419,023 YR 4) based on EEI's proposal. Payable in the amount of \$27,900/Month for 48 months beginning 11/18/05, plus the cost of an added employee, travel, software, and software maintenance. Payment is to be made from the current FPL budget. All costs are guaranteed to be covered by savings as calculated in accordance with contract terms.

SCOPE OF SERVICES: The awarded vendors will provide Non Mechanical Energy Conservation Consulting Services per the attached contract prices, terms, and conditions. All costs are guaranteed to be covered by savings as calculated per the contract terms. Services include software recommendation, training, materials, and guidance in hiring the required Energy Educator/Manager. Continuing consultation service will be provided at no additional charge as long as the District continuously employs the required Energy Educator/Manager and follows the EEI program.

RECOMMENDATION: Award to the highest ranked proposer, Energy Education. Inc., per the attached ranking by the evaluation committee.

PROPOSAL TABULATION/RECOMMENDATION ATTACHED:

c: Rodger Osborne, Ex. Director of Operations Services
Julie Sessa, Director, Facilities and Planning
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