Resolution 567
Authorize the Executive Director to Extend Evergreen Consulting, LLC Contract

November 10, 2010

Summary

Authorize the executive director to extend a contract for lighting consultant services with Evergreen Consulting, LLC.

Background

- In a 2008 competitive bid process, Energy Trust awarded a two-year contract to Evergreen Consulting, LLC, to deliver lighting consulting services, with options for up to two one-year extensions.
- In November, 2009, the board authorized the executive director to sign amendments bringing the Evergreen contract above $500,000.
- The initial term of the contract will end December 31, 2010 unless the contract is extended.
- Energy Trust gains efficiencies by aligning the work Evergreen Consulting performs for the Production Efficiency program and the Existing Buildings program. The Existing Buildings contract will be in its first extension period during 2011.
- The contract with Evergreen Consulting exceeds $500,000, and extending it requires board approval.

Discussion

- Staff dramatically increased Evergreen's level of activity and savings goals during 2010. As of October 2010, Evergreen had achieved 68% of its stretch goal (11,500,000 kWh), and appears to be on track to exceed the stretch goal by 50% by year-end.
- These savings have the lowest average levelized cost in the Production Efficiency program, at approximately $.02/kWh. They represent 14% of the total 2010 forecasted savings for the industrial sector.
- Staff anticipates including in the 2011 Production Efficiency program budget approximately $623,000 for the 2011 Evergreen contract.
- Because the board has not acted on the 2011 budget, the resolution below seeks authority to extend the contract consistent with board action on the 2011 budget.

Recommendation

Authorize the executive director to extend a contract with Evergreen Consulting in an amount to exceed $500,000, to be determined in connection with a final, board-approved 2011 budget.

RESOLUTION 567

AUTHORIZE THE EXECUTIVE DIRECTOR TO SIGN A CONTRACT EXCEEDING $500,000 WITH EVERGREEN CONSULTING

WHEREAS:

1. **Energy Trust has a two–year contract with Evergreen Consulting, LLC, to deliver lighting consulting services, with a two-year option to extend;**
2. **Evergreen has successfully executed its 2009 and 2010 scopes of work, and is likely to exceed its 2010 stretch goal in a highly cost-effective manner;**
3. **The current contract exceeds $500,000 and Energy Trust intends to increase the goals and to add about $623,000 to the contract for 2011, which exceeds the executive director's $500,000 signing authority;**

THEREFORE, the Energy Trust Board of Directors:

1. **Authorizes the executive director to extend the Evergreen Consulting contract through December 31, 2011.**
2. **The final dollar commitment in the extended contract will be finalized after the board adopts a 2011 budget, and will be determined in accordance with the board's budget decision.**
3. **Before extending this contract beyond December 31, 2011, staff will report to the board on Evergreen Consulting, LLC's progress. Absent board objection, the executive director is authorized to sign such extension.**
4. **If so extended, contract terms shall remain as approved in the most recent board-approved action plans, budgets and contract at the time of extension.**

Moved by: Seconded by:

Vote: In favor: Abstained:

Opposed: [list name(s) and, if requested, reason for "no" vote]