

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS  
AGENDA ITEM TRANSMITTAL**

(1) DEPARTMENT General Services	(2) MEETING DATE 11/25/2014	(3) CONTACT/PHONE Machelle Vieux 781-5200	
(4) SUBJECT Request to approve a Services Agreement for a term of up to five (5) years with Pacific Gas and Electric (PG&E) to participate in the Sustainable Solutions Turnkey (SST) program, approve a PG&E proposal to conduct an Investment Grade Assessment (IGA) on selected County facilities, and to authorize Director of General Services to execute a Work Order with PG&E, upon approval of County Counsel as to form and legal effect, to perform an IGA in the amount of \$160,000. All Districts.			
(5) RECOMMENDED ACTION It is recommended that the Board: <ol style="list-style-type: none"> <li>1. Approve a Services Agreement for a term of up to five (5) years with Pacific Gas and Electric (PG&amp;E) to participate in the Sustainable Solutions Turnkey (SST) program;</li> <li>2. Approve the proposal from PG&amp;E dated October 16, 2014 to conduct an IGA on selected County facilities; and</li> <li>3. Authorize the Director of General Services to execute a Work Order with PG&amp;E, upon approval of County Counsel as to form and legal effect, to perform an IGA in the amount of \$160,000.</li> </ol>			
(6) FUNDING SOURCE(S) FC 200 Maintenance Projects	(7) CURRENT YEAR FINANCIAL IMPACT \$160,000	(8) ANNUAL FINANCIAL IMPACT \$0.00	(9) BUDGETED? Yes
(10) AGENDA PLACEMENT <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Presentation <input type="checkbox"/> Hearing (Time Est. ____ ) <input type="checkbox"/> Board Business (Time Est. ____ )			
(11) EXECUTED DOCUMENTS <input type="checkbox"/> Resolutions <input checked="" type="checkbox"/> Contracts <input type="checkbox"/> Ordinances <input type="checkbox"/> N/A			
(12) OUTLINE AGREEMENT REQUISITION NUMBER (OAR) 19001478		(13) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: N/A <input type="checkbox"/> 4/5 Vote Required <input type="checkbox"/> N/A	
(14) LOCATION MAP N/A	(15) BUSINESS IMPACT STATEMENT? No	(16) AGENDA ITEM HISTORY <input type="checkbox"/> N/A Date: _____	
(17) ADMINISTRATIVE OFFICE REVIEW Reviewed by Leslie Brown			
(18) SUPERVISOR DISTRICT(S) All Districts			

# County of San Luis Obispo



TO: Board of Supervisors

FROM: General Services/ Mabelle Vieux  
781-5200

DATE: 11/25/2014

SUBJECT: Request to approve a Services Agreement for a term of up to five (5) years with Pacific Gas and Electric (PG&E) to participate in the Sustainable Solutions Turnkey (SST) program, approve a PG&E proposal to conduct an Investment Grade Assessment (IGA) on selected County facilities, and to authorize Director of General Services to execute a Work Order with PG&E, upon approval of County Counsel as to form and legal effect, to perform an IGA in the amount of \$160,000. All Districts.

## **RECOMMENDATION**

It is recommended that the Board:

1. Approve a Services Agreement for a term of up to five (5) years with Pacific Gas and Electric (PG&E) to participate in the Sustainable Solutions Turnkey (SST) program;
2. Approve the proposal from PG&E dated October 16, 2014 to conduct an IGA on selected County facilities; and
3. Authorize the Director of General Services to execute a Work Order with PG&E, upon approval of County Counsel as to form and legal effect, to perform an IGA in the amount of \$160,000.

## **DISCUSSION**

Pacific Gas and Electric (PG&E) offers its government customers assistance in achieving energy, cost reduction, and sustainability goals through the Sustainable Solutions Turnkey (SST) program. The SST provides a comprehensive, streamlined, and cost effective approach towards implementing energy efficiency and conservation measures. The SST program offers a wide range of services which includes engineering and design, construction and installation, contract administration, commissioning, modeling for financial support, utility rebates and incentives support, and system warranties.

In 2013, PG&E performed a Feasibility Analysis on County facilities to begin initial data collection for potential energy saving opportunities. Through utility bill analysis, interviews, and benchmarking, the study found that twelve of the County's facilities consumed 80% of energy usage. From the findings in the Feasibility Assessment, a Preliminary Energy Assessment (PEA) conducted earlier this year focused on the County's top twelve energy consuming facilities to identify equipment, systems, and projects for potential energy conservation measures (ECM). During the PEA, a team of engineers, technicians, and analysts performed on-site energy audits of the twelve facilities and recommended numerous ECMs.

After staff review of the potential savings, estimated project costs, available rebates and incentives, savings to investment ratios, and simple payback, several ECMs were recommended for a more detailed analysis during an Investment Grade Assessment (IGA). During the IGA, more data will be collected to refine cost savings and develop a scope of work. The IGA will also include a financial analysis and schedule for implementation. Staff will review the findings and return to the Board for recommendations on potential project implementation.

Table 1 summarizes the facilities and ECMs recommended in the proposal for the IGA.

Facility	Address	Recommended Energy Conservation Measures (ECM)
Old Government Center	1050 Monterey Street	Lighting, cooling system, retrocommissioning, electrical transformers
Courthouse Annex	1035 Palm Street	Lighting, cooling system
Downtown Government Center	1055 Monterey Street	Lighting, heating & cooling systems
Downtown Library	995 Palm Street	Lighting, energy management system
Main Jail	1585 Kansas Avenue	Lighting, heating & cooling systems, retrocommissioning, electrical transformers
Juvenile Hall/ Juvenile Service Center	1065 Kansas Avenue	Lighting, heating & cooling systems
Honor Farm	885 Oklahoma Avenue	Lighting, walk-in cooler & freezer, kitchen hood controls, heating & cooling systems, electrical transformers
Health Campus	2180 Johnson Avenue	Lighting, cooling system
Public Health Laboratory	2191 Johnson Avenue	Lighting, heating & cooling systems
Social Services	3433 South Higuera Street	Lighting, electrical transformers

Table 2 summarizes the program steps, status, and costs the County.

Process step	Status	Cost to the County
Feasibility Assessment	Completed August 2013	None
Preliminary Energy Assessment	Completed July 2014	None
Investment Grade Assessment	Proposed in this Board action	\$160,000 (appropriated in FY 2014-15 budget)
Design- Build Implementation	To be Board approved following IGA findings	To be determined after IGA. Cost proposal will include potential opportunities through incentives, rebates, and alternative financing.
Acceptance, Commissioning, training, Measurement and Validation	To be completed after implementation	Included in firm fixed price work order for implementation.

### **OTHER AGENCY INVOLVEMENT/IMPACT**

County Counsel has reviewed and approved the contract for form and legal effect. The Planning and Building Department and Administrative Office have been involved in the PG&E SST and IGA concurs with the scope of work.

### **FINANCIAL CONSIDERATIONS**

There is no fiscal impact to the General Fund. The SST is a master services agreement which outlines the terms for the program and includes provisions that payment for services performed will be formalized in individual work orders. If approved, a work order will be issued for in the amount of \$160,000 for the IGA. The funding for the IGA was included in the FY 2014-15 adopted budget in Maintenance Projects – Countywide Energy and Water Conservation, Fund Center 200. Future projects recommended for implementation under the SST will be evaluated by staff, and a work order will be brought to the Board for approval.

### **RESULTS**

The Services Agreement to participate in PG&E's Sustainable Solutions Turnkey (SST) program will identify and develop projects to help the County realize savings in energy costs and usage, and to reduce environmental impacts. The Investment Grade Assessment is one step in the SST to help the County evaluate potential opportunities for energy efficiency projects. Together, these initiatives contribute to the County commitment towards energy and water efficiency

and conservation goals, and contribute to a healthy, livable and well-governed community.

**ATTACHMENTS**

1. Master Services Agreement with PG&E
2. PG&E Investment Grade Assessment Proposal