

**Purchase Request #14**  
**Regular Board Meeting August 12, 2024**

**Consideration of Approval to Contract for a Strategic Energy Management Consultant**

**ADMINISTRATION RECOMMENDATION/REPORT**

The administration recommends that the Board of Trustees approve a contract with ESA Energy Systems Associates, Inc. (ESA) to provide strategic energy management consultant services for the energy management department.

**BACKGROUND**

As the College seeks to improve its ability to respond to uncertain climate, energy, and fiscal positions in the future, the use of a consultant is needed to assist the College in the development and implementation of energy efficiency projects. The primary implementation path will be through State Energy Conservation Office LoanSTAR packages, to be identified, facilitated, and administered by the consultant with participation from the energy management department.

Request for proposals (RFP) #24-30 was issued on May 22, 2024, to procure strategic energy management consultant services in compliance with the competitive procurement requirements of Texas Education Code §44.031(a). Six responses were received and evaluated by a team comprised of representatives from facilities services and capital projects. The proposal submitted by ESA was found to represent the best value to the College.

**IMPACT OF THIS ACTION**

ESA will be available to assist the College with LoanSTAR projects and other energy management projects as may be required as in the College's continuing efforts to reduce cost and improve energy efficiency.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

The estimated annual expenditure is \$150,000 and will be funded from the 2015 Bond Deferred Maintenance funds and reimbursed from operational savings or the LoanSTAR process.

**MONITORING AND REPORTING TIMELINE**

The initial term will commence on September 1, 2024, through August 31, 2025, with four one-year renewal options.

**ATTACHMENTS**

Attachment 1 – Tabulation

**RESOURCE PERSONNEL**

Chuck Smith	281-998-6341	charles.smith@sjcd.edu
Genevieve Scholes	281-998-6349	genevieve.scholes@sjcd.edu

**RFP #24-30**  
**Strategic Energy Management Consultant**  
**Attachment 1 – Tabulation**

**QUALIFICATIONS**

#	Vendors	Section 1: Firm Experience	Section 2: Personnel Experience	Section 3: Scope	Section 4: References	Section 5: Exceptions to Terms	Price Score	Total Points
	<i>Total Points</i>	<i>20</i>	<i>20</i>	<i>25</i>	<i>10</i>	<i>5</i>	<i>20</i>	<i>100</i>
1	ESA Energy Systems Associates, Inc.	17.50	17.00	22.00	8.00	5.00	19.11	<b>88.61</b>
2	Energia	12.80	13.00	16.25	7.25	3.50	20.00	<b>72.80</b>
3	WYLIE Consulting Engineers	14.50	14.70	17.13	7.35	4.75	14.00	<b>72.43</b>
4	Texas A&M Engineering Experime	16.75	14.50	18.25	5.85	1.50	13.44	<b>70.29</b>
5	Command Commissioning, LLC	14.00	15.50	15.25	1.55	4.63	10.91	<b>61.84</b>
6	Talva Energy	11.50	9.50	13.75	1.55	4.50	14.10	<b>54.90</b>