

## EWEB Board Consent Calendar Request

For Contract Awards, Renewals, and Increases

The Board is being asked to approve a new personal services contract with **Delta T, Inc** for EWEB's Energy Star Outreach Services.

Backgrounder (if "yes," "See backgrounder information") No

Board Meeting Date: May 19, 2009

Project or Job Name: Energy Star Outreach Services

Project Contact: Colleen Wedin Ext. 3059

Purchasing Contact: Cindy McLaren Ext. 3276

### Contract Amount:

Original Contract Amount: \$ 135,000

Additional \$ Previously Approved: \$ n/a

Invoices over last approval: \$ n/a

Percentage over last approval: n/a %

Amount this Request: \$ 135,000

**Resulting Cumulative Total:** \$ 135,000

### Action Requested:

Contract Award  
 Contract Renewal  
 Contract Increase  
 Other

### Funding Source:

Budget  
 Reserves  
 New Revenue  
 Bonding  
 Other

### Contracting Method:

Method of Solicitation: Exemption for Personal Services

If applicable, basis for exemption: EWEB Rule 6-0270

Term of Agreement: May 6, 2009-May 5, 2010

Option to Renew? Yes, up to 3 years

Approval for purchases "as needed" for the life of the contract No

### Form of Contract:

Single Purchase  
 Services  
 Personal Services  
 Construction  
 IGA  
 Price Agreement  
 Other

### Narrative:

The Board is being asked to approve a new personal services contract with **Delta T, Inc** for EWEB's Energy Star Outreach Services.

EWEB has a robust retail products program that includes offering rebates on a variety on the purchase of Energy Star efficient appliances. Energy Management Services requires outreach services to local retailers for EWEB's Energy Star programs. This contract provides valuable outreach and education for these retailers, as well as a Energy Star Program expert to represent EWEB's Residential Retail Products Team at special after hour events and functions with retailers in our community that offer ENERGY STAR® appliances and lighting product to our customers.

Delta T, Inc. has developed valuable contacts and relationships with our retailers, and has served as EWEB's agent in supporting these relationships. Residential EMS processes 300-400 rebates per month through the appliance rebate program. In 2009, we also expect the inclusion of a new multi-utility light fixture program to come on line and will require Delta T, Inc.'s services to assist in the development and implementation of this program.

These services are required to support EMS energy conservation program activities over the next years.

### ACTION REQUESTED:

Staff requests Board approve a contract agreement with **Delta T, Inc** for the Energy Star Outreach Services over the next three years. Funds for these services were budgeted for 2009 and will be budgeted annually.

**SIGNATURES:**

Project Coordinator: \_\_\_\_\_

Supervisor: \_\_\_\_\_

Purchasing Manager: \_\_\_\_\_

Division Director: \_\_\_\_\_

General Manager: \_\_\_\_\_

Board Approval Date: \_\_\_\_\_

Secretary/Assistant Secretary verification: \_\_\_\_\_