



BOARD OF COUNTY COMMISSIONERS

DATE: November 5, 2013

AGENDA ITEM NO. //

Consent Agenda ☐

Regular Agenda ☒

Public Hearing ☐

County Administrator's Signature

Subject:

Approval of Ranking – Property Assessment Clean Energy Program
Contract No. 123-0426-P(JL)

Department:

County Administrator / Purchasing

Staff Member Responsible:

Mark Woodard / Joe Lauro

Recommended Action:

I RECOMMEND THE BOARD OF COUNTY COMMISSIONERS (BOARD) APPROVE THE RANKING OF FIRMS AND AUTHORIZE STAFF TO NEGOTIATE AN AGREEMENT WITH THE NUMBER ONE RANKED FIRM, YGRENE ENERGY FUND FLORIDA LLC, (YGRENE), TAMPA, FLORIDA FOR A PROPERTY ASSESSMENT CLEAN ENERGY PROGRAM.

Summary Explanation/Background:

On August 5, 2013, the Purchasing Department released a Request for Proposal (RFP) for the purpose of selecting a provider to implement a Property Assessment Clean Energy Program (PACE) to assist property owners in financing wind resistance, energy efficiency and renewable energy improvements on their property. More specifically, Florida legislation authorizing the PACE program was implemented in 2010 and provides authority of the use of special assessments to finance the installation of energy efficiency improvements and wind resistance improvements on residential, commercial and industrial buildings. The assessments can be paid over the functional life of the improvement as an on-going assessment on property tax bills.

The PACE program is intended to stimulate economic activity in a variety of sectors including alternative energy, energy conservation, building materials and associated products.

The program proposed had to be "turnkey" and provide the following:

- Cost avoidance to the County for program set up and implementation
- Methodology to insulate the County from liability
- Minimal reliance on County staff
- A detailed plan for informing, marketing and educating property owners

An evaluation committee consisting of representatives from the Cities of St. Pete Beach and Pinellas Park, along with representatives from the Office of Management and Budget, Economic Development and Cooperative Extension met on October 14, 2013 to evaluate and rank proposals from three (3) firms:

- 1) Ygrene Energy Fund Florida
- 2) EcoCity Partners
- 3) Florida Pace Funding Agency

Prior to the initiation of negotiations, staff seeks Board direction and guidance on two (2) key initiatives pertaining to the overall intent of the PACE program:

- Is it Board desire to utilize the PACE program countywide (throughout geographical Pinellas County) or shall the program be limited solely to the unincorporated area?
- The program has been designed and proposed for both residential and commercial clients. Does the Board desire to implement PACE to both residential and commercial clients or limit the program to one or the other?

At the direction of the Board, staff will begin negotiations with the highest ranked firm in accordance with County procedures. Negotiations shall be centered on the development of a final scope of work which will be based on Board direction as referenced above. A final negotiated contract will be presented to the Board for consideration at a future date.

Fiscal Impact/Cost/Revenue Summary:

No Cost to the County

Exhibits/Attachments:

Contract Review
Evaluation Criteria Tabulation



**PURCHASING DEPARTMENT
CONTRACT REVIEW TRANSMITTAL**

CATS
NO.:

42666

PROJECT: PROPERTY ASSESSMENT CLEAN ENERGY PROGRAM (PACE)

RFP NUMBER: 123-0426-P (JL)

REQ. NUMBER:

TYPE: ☐ Purchase Contract ☐ Other: ☐ Construction-Less than \$100,000 ☐ One Time

In accordance with the policy guide for Contract Administration, the attached documents are submitted for review and comment.

Upon completion of review, complete Contract Review Transmittal and forward to next Review Authority listed. Please indicate suggested changes by revising, in RED, the appropriate section of the document reflecting the exact wording of the change.

RISK MANAGEMENT: Please enter required liability coverage on pages:

PRODUCT ONLY ☐

This is an annual contract.

Estimated Expenditure: \$

REVIEW SEQUENCE	REVIEW AUTHORITY	REVIEW DATE	REVIEW SIGNATURE	COMMENTS (Attach Separate page if necessary)	COMMENTS INCORPORATED
1.	<u>Purchasing Dept.</u> J. Lauro, Director C. Mancuso, Ass't. Director	7/2/13	JL		
2.	<u>Requesting Dept.</u> Mary Campbell, Director Parks & Conservation Resources - Extension Svcs	7/14/13	me		

Using Dept please provide below information:

☐ Yes, funding for this requisition is using grant Funding. ☐ No, funding for this requisition is not using grant Funding.

If grant funding is being used you must provide Purchasing with the exact clauses that need to be on attached document.

Please check attached vendor list. Circle vendors you want RFPs mailed to. Add additional vendors with complete information (Name, Address, Phone and Fax)

3.	<u>Risk Management Director</u> Attn: Virginia E. Holscher (Check applicable box at right)	7/23/13	VEH	See ins reg. changes p 14-16	HIGH RISK
					NOT HIGH RISK
4.	<u>BCC Finance</u> Attn: Cassandra Williams	7/18/13	CBW		
5.	<u>Legal</u> Attn: Miles Belknap Jacob Ester Michelle Wallace	7/29/13 7/26/13	MW MW	Agreement attached	
6.	<u>Executive Director</u> (Name, if applicable)				
7.	<u>Asst. County Administrator</u> Attn: M. Woodard	7/30/13	Woodard	See pg. 2!	

RETURN ALL DOCUMENTS TO PURCHASING

Make all inquiries to: Joe Lauro at Extension 4-4710

In order to meet the following schedule, please return your requirements to Purchasing by:

TENTATIVE DATES

RFP Mail Out:

RFP Opening:

Purchasing Director Approval:

PINELLAS COUNTY EVALUATION CRITERIA TABULATION SHEET

RFP TITLE: Property Assessment Clean Energy Program (PACE)
RFP #: 123-0426-P (JL)

COMPANY NAME	EVALUATOR	EVALUATOR	EVALUATOR	EVALUATOR	EVALUATOR	TOTAL POINTS	TOTAL AVERAGE	RANK
	Jim Abernathy	Mary Campbell	Cindy Margiotta	Tom Shevlin	Chelsey Welden			
Ygrene Energy Fund Florida	870.00	850.00	820.00	870.00	885.00	4295.00	859.00	1
EcoCity Partners	745.63	725.63	725.63	735.63	725.63	3658.15	731.63	2
Florida Pace Funding Agency	656.74	656.74	636.74	656.74	656.74	3263.70	652.74	3

Date: **October 14, 2013**