



## Staff Report Item 5

**TO:** East Bay Community Energy Board of Directors

**FROM:** Sandi Rivera, Alameda County Community Development Agency

**SUBJECT:** Approval of LEAN Energy US Contract for Agency Formation and CCA Implementation Services

**DATE:** June 7, 2017

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### **Recommendation**

Provide direction on two options for continuing contract support from LEAN Energy US to assist County staff and provide needed expertise for EBCE implementation. For the purposes of maintaining program momentum, consistency, and County staff support, staff recommends option A discussed below and adopting Resolution EBCE 17-6 authorizing the Chair to execute a professional services agreement with LEAN Energy US.

### **Background**

In July 2014, Alameda County solicited bids for administrative consulting services for a Community Choice Aggregation (CCA) Program. Bids were reviewed by staff and three prospective consultants were interviewed by a panel of four interviewers comprised of County staff and staff members of Stopwaste.org, the City of Hayward and the City of Oakland. The highest scorer, Sequoia Foundation was selected.

The County awarded its first CCA contract to the Sequoia Foundation for CCA administrative and planning services to explore the feasibility of CCA for Alameda County. Sequoia's contract included LEAN Energy US and Carbonomics Inc. as subconsultants. In March 2016, Sequoia's contract was extended to include a broader set of services including support for the EBCE steering committee, development of the JPA Agreement and implementation workplan, local government outreach, and staff and Board support. This contract will expire at the end of June 2017 and Tom Kelly, lead consultant for Sequoia, has decided to retire. As a result, there is a need to shift to a new EBCE contract with LEAN Energy US with Carbonomics serving as its subconsultant. The contract with LEAN Energy US will be a continuation of the services provided in the Sequoia Foundation contract to cover CCA Phase 3 ; these services are outlined in the attached contract and scope of work. These activities include supporting staff in overall program implementation, solicitation and negotiation of credit and banking services, all aspects

of EBCE governance, developing requirements for PG&E coordination,, scheduling study sessions and distributing key documents to support decision-making; ramping up a marketing/public education campaign, and providing guidance in negotiating energy supply contracts. The proposed LEAN Energy US contract period is July 1, 2017 through May 1, 2018, or eleven months, with a cost not to exceed \$110,000.

### **Analysis & Discussion**

County staff has been pleased with the performance of the Sequoia team which has included LEAN Energy US and Carbonomics. Staff would recommend continuing to work with this team, as it has been instrumental in assisting County staff to bring the initial phases of the CCA program to completion. The Board has two options for its consideration to contract with LEAN Energy US for implementation consulting services. Both options are legally permissible at the Board's discretion.

**Option A:** Receive updated scope of work and budget from LEAN Energy US with Carbonomics as its subconsultant. Approve new contract starting July 1 for continuation of CCA implementation services formerly provided through the Sequoia Foundation.

**Option B:** Issue a new RFP for CCA project management/implementation services and negotiate a new contract.

Staff is recommending Option A for four reasons: 1) the experience, performance and support provided by LEAN Energy US and Carbonomics as team members of the Sequoia Foundation has been essential to staff and the program; 2) the hourly rates established in March 2016 will not increase; 3) it lessens administrative burden, time and cost; and 4) there is continuity in the team and the project can continue to move forward without service/staff interruption.

Option B may be of interest if the Board is interested in working with other consultants and/or receiving proposals from other firms. It should be noted however, that this option may result in higher costs and there will be a gap in service and/or program delay for another procurement process.

### **Fiscal Impact**

The contract budget is not to exceed amount of \$110,000 and will be billed on a time and materials basis.

### **Attachment:**

LEAN Energy US Contract with Phase 3 Scope and Budget