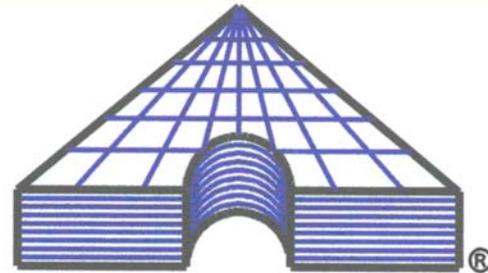


***THIRD PARTY CONSULTANT
AS
USER AGENCY ADVOCATE
IN
ENERGY SAVINGS PERFORMANCE
CONTRACTING PROCESS***



**ASSOCIATED DESIGN GROUP, INC.
CONSULTING ENGINEERS**

Overview

- Facility Improvements
- State Performance Contracting Process
 - Needs Assessment
 - Request for Proposals (RFP)
 - RFP Evaluation
 - Contract Negotiations
 - Construction Administration
 - Annual Energy Monitoring



Facility Improvements

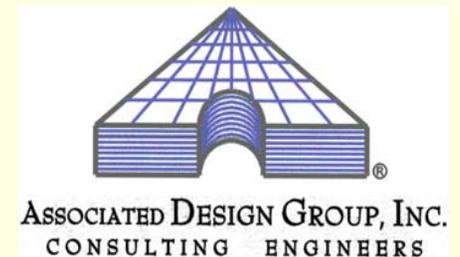
Methods of Implementing:

- Public Bid - If funding available? Capital Outlay Process. Deferred Maintenance Funds. Architect/Engineer selected to prepare bid documents. Contract awarded to lowest bidder.
- Request for Proposals (RFP) - LA statute RS.39:1496.1 (Performance Based Energy Efficiency Contracts). Self-funding program. Rules promulgated by Division of Administration. Prepare Needs Assessment. Receive permission to issue RFP.



State Performance Contracting Process

- Guidelines established by Facility Planning and Control on behalf of the Division of Administration.
- Steps listed in flowchart handout.



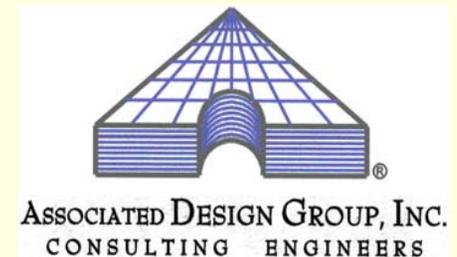
Needs Assessment

- Energy Audit
 - Establish baseline data for each building on campus.
 - Model savings opportunities.
- Expand VFA Facility Assessment Report (if completed at campus) and prioritize energy related items to be included in RFP.
- Historical Maintenance and Operations Costs.



Request for Proposals (RFP)

- Assist with Site Specific information to be included in State Standard RFP Document.
- Provide Utility Baseline Information for buildings to be included in RFP.
- Provide historical maintenance and operations cost data for buildings to be included in RFP.



RFP Evaluation

- Verify compliance of all proposals with RFP requirements.
- Review technical content and provide side by side comparison of proposals.
- Review financial content and provide side by side comparison of proposals.



Contract Negotiations

- Assist with site specific information to be included State Standard Contract Document.
- Provide technical recommendations of final energy conservation measures to be included in project.
- Assist with establishing final service agreement scope of work in contract.



Construction Administration

- Onsite verification of work progress, quality, code compliance.
- Review and make recommendations for pay applications during construction.
- Provide recommendation for project acceptance when substantially complete.



Annual Energy Monitoring

- Review annual energy savings reports with backup data.
- Provide report of actual savings verified compared with contractual savings guaranteed.
- Provide recommendation for savings report acceptance or rejection.

