



NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Michael Stoltz for Robert Peterson - Director
Public Works
REPORT BY: Nancy Owyong, Staff Services Analyst I , 253-4603
SUBJECT: Agreements with Kenwood Energy

RECOMMENDATION

Director of Public Works requests approval of and authorization for the Chair to sign the following agreements with Kenwood Energy for the term July 1, 2007 through June 30, 2008:

1. Agreement for a maximum of \$10,250 to continue to provide assistance in the development of a Greenhouse Gas Action Plan and the County's Greenhouse Gas Emission Baseline Analysis; and
2. Agreement for a maximum of \$6,855 to provide technical support services for evaluating the Photovoltaic system proposals for the Napa County/City Parking Structure.

EXECUTIVE SUMMARY

1. On March 27, 2007 Agreement No. 6780 was approved for a maximum of \$20,000 for Kenwood Energy to assist staff with the development of a Greenhouse Gas (GHG) emissions plan and establish the County's GHG Baseline. Agreement No. 6780 expired on June 30, 2007 and this new agreement will allow Kenwood Energy to continue to assist staff to complete the emissions plan and GHG Baseline for the remaining amount not expended through June 30.

2. Approval of this agreement will allow Kenwood Energy to provide Photovoltaic (PV) System support services for the Napa County/City Parking Structure. Kenwood Energy will develop the proposal for the bid process and evaluate the PV proposals to determine the most energy efficient system.

FISCAL IMPACT

Is there a Fiscal Impact? Yes
Is it currently budgeted? Yes

Where is it budgeted?	Public Works Capital Improvement Program
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Kenwood Energy provides specialized services, beyond the present expertise of staff, to assist in the development of a GHG reduction emissions plan. Electricity use is one the main contributors to GHG emissions and the installation of an energy efficient lighting systems will help in the County's GHG reduction goals.
Is the general fund affected?	Yes
Future fiscal impact:	Unknown at this time.
Consequences if not approved:	The County will not have assistance in the development of the GHG emission plan. The County will not install energy efficient lighting fixtures in the Napa County/City Parking Structure.
Additional Information:	

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

1. Agreement No. 6780 with Kenwood Energy was approved on March 27, 2007 with a term to expire on June 30, 2007 at a maximum of \$20,000 to assist with the development of the County's GHG emissions baseline and action plan. The Agreement expired and the task is not yet complete. The remaining amount of the previous agreement has been re-encumbered and a new agreement is requested to complete the GHG baseline and action plan. The development of a GHG Baseline that appropriately reflects the County's GHG emissions requires analysis and records research. Greenhouse gases are emitted by County operations through three major sources:

- | Use of electricity and natural gas for the operation of the County's facilities
- | Use of gasoline and diesel for the operation of the County's vehicle fleet, and
- | By the use of gasoline by the County's staff in their commute.

Efforts to complete the baseline will consist of:

- | Researching County's historical records on energy use in facilities and for the fleet
- | Estimating gasoline used by County employees for commute purposes
- | Determining which year should be used for the baseline considering County records and legislation
- | Evaluating trends based on projects that have been completed, past and future facilities construction.
- | Evaluating potential GHG reduction goals.

Upon completion of the Baseline analysis, staff will present findings to the Board and make recommendations for the next steps, including recommending what year should be established as the baseline year. Kenwood Energy will support staff in the development and presentation of this analysis to the Board.

2. Approval of this agreement would allow Kenwood Energy to assist staff in the bid process and the evaluation of proposals for energy efficient lighting fixtures for the Napa County/City Parking Structure. The parking structure design includes light fixtures that are not as energy efficient as some light fixtures that are available. Kenwood Energy will evaluate the PV proposals by completing an independent life cycle cost analysis of each proposal. This will allow the County to evaluate the economic benefit of each proposal. The proposals will be evaluated on the following criteria:

- | Installation standards
- | Requirements of the Data Acquisition System
- | Commissioning and start-up requirements
- | The Scope of Work to be provided
- | Bid Price
- | Material requirements
- | Objectives of the County
- | Quality standards

The selection of energy efficient light fixtures will result in reduced annual energy usage.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Helene Franchi