



## DOE FEMP First Thursday Seminar Placing UESC Task Orders under a GSA Areawide Contract

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### *Short Description*

Learn a step-by-step approach to placing a utility energy service contract (UESC) task order under a U.S. General Services Administration (GSA) Areawide Contract. Focus on developing skills related to the acquisition plan; preliminary audit and findings; feasibility study and project proposal; contract for construction; construction and installation; performance assurance and acceptance; post-construction and commissioning; and sample documents and templates. Successful project examples will also be shared.

This course is offered live on August 2, 2012 and archived for 24/7 viewing after the live training event.

### *Core Competency Areas Addressed in the Training*

#### **Contracting Officers**

- Federal/Utility Partnerships
- GSA Areawide
- Utility Energy Service Contracts

#### **Energy/Sustainability and Facility Managers**

- Project Funding
- Performance Assurance

### *Expected Results for Those Completing this Training*

Work step-by-step with your utility partner to implement a Utility Energy Service under a GSA Areawide contract using FEMP provided tools and templates

## *UESC Resources*

### **Resources**

GSA Guidance: In your Internet search engine, enter “GSA Energy Center of Expertise Library”, click on that link:

Scroll down to “Utility Areawide Contracts and find:

Utility Areawide Users Manual

Procuring Energy Management Services with the Utility Area

GSA Areawide Public Utility Contract Listing

Sample GSA Utility Areawide Contract

The primary FEMP reference for UESCs:

<http://www1.eere.energy.gov/femp/financing/uescs.html>

The Federal Utility Partnership Working Group webpage:

[http://www1.eere.energy.gov/femp/financing/uescs\\_fupwg.html](http://www1.eere.energy.gov/femp/financing/uescs_fupwg.html)

UESC Resources:

[http://www1.eere.energy.gov/femp/financing/uescs\\_resources.html](http://www1.eere.energy.gov/femp/financing/uescs_resources.html)

FEMP UESC Project Facilitation Services:

[http://www1.eere.energy.gov/femp/financing/project\\_facilitation.html](http://www1.eere.energy.gov/femp/financing/project_facilitation.html)

### **Glossary**

**Acceptance** - Written acceptance by the authorized representative of the Government of an individual Phase or completed Energy Conservation Measure pursuant to a Task Order.

**Acquisition Planning for a UESC** - Acquisition planning clarifies the need for and the objectives of the UESC project. Acquisition teams typically start with a project scope derived from an energy audit done either internally by the agency or externally by a third party.

**Areawide Contract (AWC)** - a contract entered into between the General Services Administration (GSA) and a utility service supplier to cover utility service needs of Federal agencies within the franchise territory of the supplier. Each areawide contract includes an “Authorization” form for requesting services, connection, disconnection, or change in service.

**Competition in Contracting Act (CICA)** - The Competition in Contracting Act of 1984 (CICA), 41 U.S.C. 253, revised the FAR to encourage competition for the award of all types of government contracts. The purpose was to increase the number of competitors and to increase savings through lower, more competitive pricing.

**Contract Officer's Technical Representative (COTR)** - A Federal employee to whom a Contracting Officer has delegated authority in writing to act as his or her representative in monitoring specified aspects of contractor performance. These aspects may include ensuring that the contractor's performance meets the standards set forth in the contract, ensuring the contractor meets the technical requirements under the contract by the delivery date(s) and/or within the period of performance, and ensuring that the contractor performs within the price or estimated cost stated in the contract.

**Contracting Officer (CO)**- A Government official authorized to enter into, administer, and/or terminate a contract on behalf of the Government, and who is authorized to make related determinations and findings within the limits established pursuant to Government regulations.

**Demand Response/Load Management Programs** - Programs that provide incentives to curtail demand during peak energy usage periods in response to system reliability or market conditions.

**Distributed generation** - Electricity generated from many small energy sources.

**Emerging technologies (ET)** - Contemporary advances and innovation in various fields of technology. Various converging technologies have emerged in the technological convergence of different systems evolving towards similar goals.

**Energy Conservation Measure (ECM)** - One or more ECPs completed, or to be completed, under a T.O. including the feasibility study, engineering and design, operation and maintenance, and/or implementation of one or more ECPs, which include, but are not limited to, energy and water conservation, energy efficient maintenance, energy management services, facilities alterations, and installation and maintenance of energy saving devices and technologies. ECMs should be readily available and demonstrate an economic return on investment, as required by Title 10 U.S.C., Section 2911.

**Energy Conservation Measure Cost (ECM Cost)** - The total cost may include, but is not limited to the Work, finance charges and overhead and profit, for the feasibility study, engineering and design, implementation and operation and maintenance of an ECM, less any financial incentive or rebates, if provided by the Utility. Payment for completed ECMs shall be calculated based upon the ECM Cost.

**Energy Conservation Project (ECP)** - A specific project intended and designed to provide any of the following: energy savings, demand reduction, efficiency improvements and water conservation.

**Energy Management Services Authorization (EMSA)** - is part of the GSA Areawide Contract, a contract between GSA and a utility for a range of services. Federal Agencies use the Areawide Contract by signing an Authorization that details the service to be provided to the Ordering Agency. The Areawide Contract

sets up the general agreement for ordering utility services, while the EMSA is the vehicle to specify energy management projects.

**Energy Project Incentive Funds** - Most states have energy incentive programs that help offset energy costs while promoting energy efficiency and renewable energy technologies. FEMP researches these programs on a state-by-state basis to help Federal agencies meet their energy management goals.

**Franchise Territory** – a geographical area that a utility supplier has a right to serve based upon a franchise, a certificate of public convenience and necessity, or other legal means.

**Independent government estimate (IGE)**. An internal government document that tracks the government's appraisal and pricing of a task order.

**Life-cycle costs** - The sum of the present values of investment costs, capital costs, installation costs, energy costs, operating costs, maintenance costs, and disposal costs, over the lifetime of the project, product, or measure. Additional guidance on measuring life-cycle costs is specified in 10 C.F.R. 436.19.

**Measurement and verification (M&V)** - A process of using measurement to reliably determine actual savings created within an individual facility by an energy management, energy conservation or energy efficiency project or program. As savings cannot be directly measured, the savings can be determined by comparing measured use before and after implementation of a project, making appropriate adjustments for changes in conditions.

**Possession** - When the Government takes *beneficial* occupancy of an ECP ("Possession of an ECP") or an ECM ("Possession of an ECM").

**Preliminary Assessment (also known as Preliminary Audit)** - An assessment is conducted to develop a "go/no go" decision for a UESC and identifies energy, water efficiency, renewable, commissioning, and other opportunities for a potential UESC.

**Subcontractor** - Any corporation, partnership or individual hired directly by the Utility to perform a service or provide a product under this Agreement and T.O.s resulting from this Agreement.

**Task Order (T.O.)** - A binding contractual action entered into under this Agreement for the feasibility study, engineering and design, implementation, and/or operation and maintenance of, or any activity related to an ECM. (A T.O. can also be identified as a Delivery Order (D.O.).)

**Termination Schedule** - A schedule developed for each financed ECM specifying the lump sum payment necessary, at any time during the contract period following the initial Government payment, for the complete repayment of the ECM Costs, including any finance costs accrued to that point.

**Utility energy service contracts (UESC)** - Contracts that allow utilities to provide their Federal customer agencies with comprehensive energy and water efficiency improvements and demand-reduction services. The utility develops, installs, and finances (optional) the project.

**Utility service** – is a service such as furnishing electricity, natural or manufactured gas, waster, sewerage, thermal energy, chilled water, steam, hot water, or high temperature hot water.

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