

PROPOSAL FOR:

THE TOWNSHIP OF PISCATAWAY ENERGY SAVINGS PLAN THIRD PARTY REVIEW and ENERGY SAVINGS PLAN STANDARDS VERIFICATION

RFQ#



T&M ASSOCIATES

11 Tindall Road, Middletown, New Jersey 07748
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September 6, 2023



PISCOH-23002

September 6, 2023

Mr. Timothy Dacey
Business Administrator
Township of Piscataway
455 Hoes Lane
Piscataway Township, NJ 08854

**RE: PISCATAWAY TOWNSHIP THIRD-PARTY REVIEW
ENERGY SAVINGS PLAN REVIEW AND STANDARDS VERIFICATION**

Dear Mr. Dacey:

T&M Associates appreciates this opportunity to provide our proposal in response to the solicitation by the Township of Piscataway for a third-party review of the proposed Energy Savings Plan (ESP) to be developed by Schneider Electric (SE). Our team of trusted energy advisors possess the qualifications to effectively complete the scope of work, along with subconsultants of Greener by Design and Harris Energy Solutions

BACKGROUND

The Township of Piscataway, NJ ("Piscataway") is soliciting quotes for a third-party review of a proposed Energy Savings Plan (ESP) developed by Piscataway's Energy Services Company, Schneider Electric (SE). The selected respondent will receive the Final Energy Savings Plan upon its completion. The qualified third-party reviewer will review the following municipal facilities: Town Hall, Public Safety, DPW, DPW Garage, JFK, Senior Center, YMCA, Westergard, Sterling, Salt Shed, Brine Shed, Little League, Columbus Park, Riverside Park, and Street Lights. The selected respondent will play a pivotal role in certifying the accuracy and compliance of the ESIP in line with Chapter 4 of the laws of 2009 and Local Finance Notice (LFN) 2009-11.

More specifically, we will provide the following services.

SCOPE OF SERVICES

Task 1 – Energy Savings Plan Review

Upon receipt of the Draft ESP documents, our team will promptly initiate the following actions:

1. Review and Familiarization: We will meticulously review the ESP documentation provided by Schneider Electric to gain a comprehensive understanding of the project's intricacies and requirements.
2. Certification of Compliance: We commit to providing the professional services necessary to certify that the ESP conforms to the guidelines established by the Department of Community Affairs (DCA) and the Board of Public Utilities (BPU), as well as adheres to the protocols outlined in LFN 2009-11 and LFN 2011-17.
3. Certification Statement: A formal certification statement will be issued, affirming that the proposed ESP savings calculations are accurately conducted and that all mandatory components of the relevant legislation are addressed.
4. Timely Review: We will confirm that the initial review will be completed within ten (10) business days of receiving the notice of award and the Draft ESP documents. Subsequent review will be efficiently executed with three (3) business days.



Task 2 – Energy Savings Plan Standards Verification

Upon construction completion or during the commissioning phase, our collaboration with the Township and SE will encompass the following:

1. Efficiency Verification: We will verify that all installed equipment and systems meet the efficiency and performance criteria stipulated in the ESP.
2. Operational Intent Verification: Our team will confirm that the implemented energy conservation measures align with the operational intent outlined in the ESP.
3. Savings Projection Verification: We will assess whether the projected energy savings outlined in the ESP are on track to be achieved.
4. Non-Compliance Identification: Any discrepancies between installed energy conservation measure conditions and ESP specifications will be identified, along with the magnitude of non-compliance.
5. Detailed Verification Report: A comprehensive report detailing the results of the verification process for each facility encompassed within the ESP will be provided.
6. IPMVP M&V protocols will be used, the protocols are defined as:
 - a. Whole Facility
7. Based on measures presented in the preliminary Investment Grade Audit presentation, the following best practice options are used to develop the proposal:

Piscataway 3rd Party Review					
	Sustainability	Efficiency	Comfort IAQ	BAS	Infrastructure
Town Hall	Option A	Option C	Option C	Option B	Option C
Public Safety	Option A	Option C	Option C	Option B	Option C
DPW	Option A	Option C	Option C	Option B	Option C
DPW Garage	Option A	Option C		Option B	
JFK	Option A	Option C	Option C	Option B	
Senior Center	Option A	Option C	Option C	Option B	
YMCA	Option A	Option C	Option C	Option B	Option B - CHP
Westergard	Option A	Option C	Option C	Option B	Option B - CHP
Sterling	Option A	Option C	Option C	Option B	
Salt Shed					
Brine Shed		Option A			
Little League		Option A			
Columbus Park		Option A			
Riverside Park		Option A			
Streetlight		Option A			

8. Alternative proposals to use IPMVP M&V Protocol Options can be included for consideration and are defined as:
 - Option A: Retrofit Isolation (Key Parameter Measurement)
 - Option B: Retrofit Isolation (All Parameter Measurement)
 - Option C: Whole Facility
 - Option D: Calibrated Simulation



INFORMATION TO BE PROVIDED BY THE CLIENT/OWNER/ENERGY SAVINGS COMPANY

1. Access to the site, as and when required.
2. Copy of Proposed Energy Savings Plan

RELEVANT EXPERIENCE

County of Passaic Energy Savings Improvement Program (ESIP) - Ongoing

T&M Associates has assisted Passaic County with the implementation of its ESIP by providing assistance with :

- solicitation of the Energy Service Company (ESCO)
- third party review and verification of the Energy Savings Plan (ESP)
- Construction oversight services
- Commissioning
- Measurement & Verification (M&V)

The following are details related to the elements of the Passaic County project that are being requested as part of the Piscataway Township RFP:

Energy Savings Plan Verification

The Energy Savings Plan is created by the selected ESCO once they are awarded the project through the competitive contracting process. An independent third party is recommended and required to review the Energy Savings Plan. T&M led the effort to perform a thorough review of the Energy Savings Plan for compliance with ESIP requirements and law. Where deviations and/or changes were proposed by the ESCO compared to the initial review, we worked with the ESCO and County to understand and verify same.

The final review of the Energy Savings Plan confirmed it contained the following:

1. The results of the energy audit;
2. A description of the energy conservation measures that will comprise the plan;
3. The cost of each energy conservation measure;
4. A detail of any available economic offset for each energy conservation measure;
5. An estimate of greenhouse gas reductions resulting from those energy savings;
6. Identification of design and compliance issues and identification of who will provide these services;
7. An assessment of risks involved in the successful implementation of the plan;
8. Identify the eligibility for, and costs and revenues associated with, the Pennsylvania Jersey Maryland (PJM) Independent System Operator (Regional Power Grid) for Demand Response and curtailable service activities. Demand Response can be defined as *“Changes in electric usage by end-use customers from their normal consumption patterns in response to changes in the price of electricity over time, or to incentive payments designed to induce lower electricity use at times of high wholesale market prices or when system reliability is jeopardized”*;
9. Maintenance requirements necessary for continued energy savings, and describe how the maintenance services will be provided; and
10. The cost for providing a guarantee of energy savings once the projects are implemented.

Our final deliverable associated with this item was a report of our findings for the County to review and the ESCO to address. Once all items were addressed and the team was comfortable with the final Energy Savings Plan and our review, deliverable reports were submitted to the BPU for review.



Measurement and Verification (yet to be performed)

Similar to Commissioning, Measurement & Verification (M&V) is a process to confirm each improvement installed is in fact performing as designed and intended. This step is an integral component of Energy Savings Guarantee. The ESIP law requires a third party to perform calculations necessary to see if the guarantee is met. The M&V process allows independent verification of performance to verify that the energy reductions are in accordance with the Energy Savings Plan. T&M will work with our strategic partner to provide M&V services. As a part of this task we will perform the following services:

1. Review Honeywell's monitoring and verification plan and assist the County in reviewing and establishing an agreed upon process;
2. Verify that the ESCO's plan follows the methods described in International Performance Measurement and Verification Protocol (IPMVP);
3. Review the ESCO's established baseline assumptions including outside temperatures, temperature set points, run hours, occupancy schedules and space use;
4. Review Honeywell's one year post installation report to verify energy and associated cost savings calculations;

We strongly recommended to Passaic County that they use the energy savings guarantee option available under the ESIP law. Note that the guarantee does not have to be for entire lifetime of the installed equipment or the contract term, it can be for a limited time and may be appropriate and cost effective. The County elected to enter a one year of energy savings guarantee contract with Honeywell upon completion of the project. This will build a high confidence level in being able to achieve the energy savings to be used to fund the debt service payments and help the County maintenance staff to get familiar with the required operations and maintenance procedures required to make sure the equipment performs at optimum efficiency and as required to satisfy contractual requirements of the energy savings guarantee.

ADDITIONAL TEAM EXPERIENCE

Prior ESP third-party reviews performed by Greener by Design:

- GbD has performed a third-party review of the Energy Savings Plan (ESP) submitted by Honeywell, for the City of Newark, Town of Secaucus, County of Hudson.
- GbD verified the calculations and energy savings as outlined in the Energy Savings Plan (ESP). GbD confirmed the inventory of equipment within the facilities included in the plan for a general overview of the buildings' conditions and operations. GbD analyzed the calculations provided in the plan and verified that said calculations were in fact computed in accordance with the program guidelines.

Prior ESP third-party reviews performed by Harris Energy Solutions:

- Edison Township Public School District
- Dumont Public School District

EXCLUSIONS/ASSUMPTIONS

1. Costs related to re-review due to changes in ESP beyond original scope.
2. Our proposed fee is based on the assumption that the construction cost will be \$11.25 Million. If the construction costs exceed that value, it will result in an additional service.
3. Any commissioning related tasks from issues found during the Cx process.
4. Additional tasks or services not explicitly mentioned in the proposal.



SCHEDULE OF FEES

Our proposed fee for the completion of the outlined tasks is as follows:

- Task 1 (Energy Savings Plan Review): **\$67,550.00**
- Task 2 (Energy Savings Plan Standards Verification using Whole Facility Comfort IAQ):
\$161,700.00

Our Fee includes all necessary services, as defined and/or excluded. All professional services identified in the Scope of Services will be invoiced in accordance with the T&M Standard Terms and Conditions of Professional Services. Should additional services be required by the Owner, outside the scope as identified above, T&M will provide a subsequent proposal.

In the event that the Owner authorizes T&M to proceed with the project but the project is not implemented, T&M will be paid for services rendered and associated effort up to the termination date.

We welcome the opportunity to discuss the proposal further and address any inquiries that arise. Thank you for the opportunity to submit this proposal, and we look forward to collaborating closely with the Township and Schneider Electric on this project. Should you have any questions or require additional information, please do not hesitate to contact me at 732.473.3400 or edasti@tandmassociates.com.

Very truly yours,

T&M ASSOCIATES

M. ELAINE DASTI, PE
VICE PRESIDENT
COMPANY PRACTICE LEADER

Enclosures: New Jersey Business Registration Certificate (NJBRC)
W-9 Form
Proposal Form

**THE TOWNSHIP OF PISCATAWAY
ENERGY SAVINGS PLAN
THIRD PARTY REVIEW**

PROPOSAL FORM

T&M Associates	September 6, 2023
Company Name of Proposer	Date
11 Tindall Road	Gail Lalla
Address	Print Name of Person Preparing Proposal
	Business Development Representative, Associate
Address	Title
Middletown, New Jersey 07748	Elaine Dasti
City, State, Zip Code	Name of Authorized Company Agent/Officer
732.908.4755	Company Practice Leader, MEP
Phone Number	Title
Fax Number	Authorized Signature

Checklist:

Submitted with Proposal	Proposer's Initials
Valid New Jersey Business Registration Certificate	MED
Current completed W-9 Form	MED
List of prior ESP third party reviews performed by your organization	MED

Pricing Form:

Task	Proposal Action	Proposal Cost
One	Energy Saving Plan Review	\$67,550
Two	Energy Savings Plan Standards Verification	\$161,700
Total		\$229,250

09/13/01

**T & M ASSOCIATES
ELEVEN TINDALL RD
MIDDLETOWN NJ 07748**

Taxpayer Identification# **221-806-708/000**

Dear Business Representative:

Recently enacted State law (Public Law 2001, c.134) requires all contractors and subcontractors with State, county and municipal agencies to provide proof of their registration with the Department of the Treasury, Division of Revenue. The law became effective September 1, 2001.

Our records indicate that you are currently registered with the Division of Revenue, and accordingly, we have attached a Proof of Registration Certificate for your use. If you are currently under contract or entering into a contract with a State, county or local agency, you must provide a copy of the certificate to the contracting agency.

Please note that the law sets forth penalties for non-compliance with the provisions above. See N.J.S.A. 54:52-20.

Finally, please note that the new law amended Section 92 of the Casino Control Act, which deals with the casino service industry.

Should you have any questions or require more information about the attached certificate, or are involved with the casino service industry, call (609) 292-1730.

Thank you in advance for your consideration and cooperation.

Sincerely,



Patricia A. Chiacchio
Director, Division of Revenue

**STATE OF NEW JERSEY
BUSINESS REGISTRATION CERTIFICATE
FOR STATE AGENCY AND CASINO SERVICE CONTRACTORS**

DEPARTMENT OF TREASURY/
DIVISION OF REVENUE
PO BOX 252
TRENTON, N J 08646-0252

TAXPAYER NAME:

T & M ASSOCIATES

TAXPAYER IDENTIFICATION#

221-806-708/000

ADDRESS

**ELEVEN TINDALL RD
MIDDLETOWN NJ 07748**

EFFECTIVE DATE:

03/21/66

FORM-BRC(08-01)

TRADE NAME:

CONTRACTOR CERTIFICATION#

0063800

ISSUANCE DATE:

09/13/01



Director, Division of Revenue

This Certificate is NOT assignable or transferable. It must be conspicuously displayed at above address.

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

T & M Associates

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☒ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ►

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ►

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

Requester's name and address (optional)

11 Tindall Road

6 City, state, and ZIP code

Middletown, NJ 07748

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

____ - ____ - ____

or

Employer identification number

2 2 - 1 8 0 6 7 0 8

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign
Here

Signature of
U.S. person ►

Date ►

6/7/23

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
 - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
 - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
 - Form 1099-S (proceeds from real estate transactions)
 - Form 1099-K (merchant card and third party network transactions)
 - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
 - Form 1099-C (canceled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.