

# 2017 El Paso Electric Letter of Intent



## SCORE<sup>SM</sup> Plus Program

Electric customers in New Mexico are feeling the pinch of high energy costs now more than ever. El Paso Electric is committed to providing assistance to its customers so that they can better manage their rising energy costs. El Paso Electric is proud to offer the **SCORE Plus Program** (the Program) to school, local government and large commercial facilities located within its New Mexico service territory. El Paso Electric has contracted with CLEAResult (the Program Implementer) to promote and administer the Program.

This Letter of Intent (LOI) confirms that \_\_\_\_\_ (the Program Participant) is a willing participant of this **no-cost** Program designed to help reduce energy bills for their facilities, freeing up operating dollars for other needs AND improving the comfort and usability of their facilities. This Letter of Intent reflects a voluntary collaborative effort between the Program Participant and EPE detailing the commitments to produce energy savings.

### DESCRIPTION OF COMMITMENTS

The Program's intent is to influence retrofit, renovation and new construction projects to higher levels of energy efficiency while educating Participants, design professionals and trade allies on energy efficiency best practices for future projects. The Program will assist the Participant in identifying cost-effective energy efficiency improvements that can help to make facilities less costly to operate and more comfortable to use. To achieve potential energy savings and facility improvements, the Program and the Participant have agreed to work together to complete some or all of the following tasks according to the specific needs identified:

- Identify and assess energy efficiency measures
- Develop and adhere to an Energy Master Plan that outlines administrative and financial decision-making criteria for energy efficiency improvements, installation of energy efficiency measures, and maintenance and operation procedures in order to succeed in implementing a cost-effective energy program in a timely manner
- Implement energy efficient operations and maintenance practices and procedures identified during walk-through energy assessments of specific facility(s)
- Locate funding sources to enable the Participant to complete capital projects and provide written documentation of project progress (e.g. Purchase Order, Invoice, Contractor Bid, RFP, Contract Award letter, etc.)
- Use utility incentives to buy-down the capital cost of energy efficient systems

### DISCLAIMER OF WARRANTIES

The Program Participant acknowledges and agrees that any review or inspection by EPE or the Program Implementer of a customer's premises or of the design, construction, installation, operation or maintenance of the energy efficiency equipment installed or to be installed in connection with the Program is solely for the information of EPE. In performing any such inspection or review or in accepting the installed equipment for the award of incentives, the Program Participant acknowledges and agrees that EPE or the Program Implementer makes no guarantee, representation or warranty whatsoever as to the economic or technical feasibility, capability, safety or reliability of the equipment, its installation by a project contractor or its compatibility with customer's facilities.

### PRINCIPLES OF AGREEMENT

Specific responsibilities of the Participant and the SCORE Plus Program in this agreement are listed below.

- The Participant will select two contact persons to work with the SCORE Plus Program throughout the term of this agreement, including a representative from both the Facilities/Energy Management Department and the Finance/Business Department.
- The Participant grants El Paso Electric Company permission to provide current and historical billing and consumption data for all metered accounts for up to 24 consecutive months to CLEAResult for analysis. The Participant certifies the person signing this LOI is authorized to grant this permission and agrees not to hold El Paso Electric responsible for any and all subsequent use of data or information.
  - Accordingly, all proprietary information provided to the SCORE Plus Program will be kept in strict confidentiality and will only be used for energy analysis necessary to fulfill program commitments.

## 2017 El Paso Electric LOI

### SCORE Plus Program

- If the Program elects to provide energy performance benchmarking of the Participant's existing facilities, the Program will utilize the Participant authorized energy usage and building information noted above to complete this analysis. The SCORE Plus Program will then develop a benchmarking report for the Participant illustrating the energy usage for the specified facilities. Projects will be prioritized based on capacity to complete the work.
- If the Program elects to provide assistance with development of an Energy Master Plan, the Participant agrees to attend a facilitated workshop in order to help develop this document and process. The Participant will strive to finalize any draft Energy Master Plans that are provided by the Program and will ask senior management to endorse and approve this plan.
- The SCORE Plus Program will pay to the Participant monetary incentives, as discussed in Program materials, for eligible energy efficiency savings achieved by projects that are completed no later than November 30<sup>th</sup> of the program year. The Program reserves the right to revise the payee on request of the Participant.
- The Participant will complete and submit relevant Project Application Forms, including necessary supporting documentation for each project, in a timely manner. Please note that the Project Application process is required in order to reserve financial incentives for your projects. Additionally, the Participant must provide proof of project cost in order to receive incentives.
- The EPE SCORE Plus Program reserves the right to publicize the Participant's non-proprietary information to promote Program participation to potential Program Participants, utilities, federal, state, or local entities, and the general public, unless specifically requested otherwise.

### ACCEPTANCE OF AGREEMENT

By endorsing the following page, your organization accepts this agreement with the SCORE Plus Program, sponsored by El Paso Electric. This agreement should be signed by your organization's facilities/maintenance director, superintendent, dean, city manager, county judge, or similar and is valid beginning in the 2017 program year. *Projects being submitted to the SCORE Plus Program must be completed by November 30<sup>th</sup> of the program year to allow time for post-installation inspections to occur before the end of the calendar year. For your convenience, your organization's participation in the SCORE Plus Program will continue from year to year via this Letter of Intent.*

### PROGRAM PARTICIPANT

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Company: \_\_\_\_\_

Tax ID #: *Please include a signed W-9 with this form.*

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

### CLEARResult

Signature: \_\_\_\_\_

**Nathan Bouche, Program Consultant**  
**CLEARResult**  
**5822 Cromo Dr. Ste 201**  
**El Paso, TX 79912**

Date: \_\_\_\_\_

Please identify one individual from the Facilities/Energy Management Department and one individual from the Business/Finance Department who will be the *main points of contact* while working with the SCORE Plus Program.

### FACILITIES/ENERGY MANAGEMENT CONTACT:

Name (Mr./Mrs./Dr.): \_\_\_\_\_

Phone: \_\_\_\_\_

Title: \_\_\_\_\_

Email: \_\_\_\_\_

### BUSINESS/FINANCE CONTACT:

Name (Mr./Mrs./Dr.): \_\_\_\_\_

Phone: \_\_\_\_\_

Title: \_\_\_\_\_

Email: \_\_\_\_\_

The SCORE Plus Program is provided by EPE as part of the company's commitment to reduce energy consumption and demand. CLEARResult implements the Program as an independent contractor.

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SCORE Plus Program

Please sign and mail, email or fax to:

CLEAResult

Attn: Nathan Bouche

5822 Cromo Drive, Ste 201

El Paso, TX 79912

Email: [Nathan.bouche@CLEAResult.com](mailto:Nathan.bouche@CLEAResult.com)

Fax: (866) 379-5583

Phone: (915) 255-4284