



# Town of Belmont Facilities Department

Homer Municipal Building  
19 Moore Street  
Belmont, MA 02478  
617-993-2640

## MEMORANDUM

To: Patrice Garvin, Town Administrator

From: Jay Marcotte MPA, Acting Facilities Director

Date: March 15, 2021

Subject: Contract Amendment #4 with Guardian Energy Management Solutions. Boiler replacement at the Winn Brook Elementary.

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Back in September, 2014, the Town of Belmont entered into a Memorandum of Understanding (MOU), (attached) with Guardian Energy Management Solutions as the towns preferred vendor to audit, recommend, and install energy efficiencies throughout town. This MOU was the partnership that was needed to obtain a Green Communities designation from the Commonwealth's Department of Energy Resources.

In December, 2014, a Professional Service Contract (#2015-65) between the Town of Belmont and Guardian Energy Management Solutions was signed and approved by the Select Board using \$151,850 of initial grant money on HVAC improvements at the High School.

Since then, the Town of Belmont has received \$401,850 in Green Communities grant money and has had three (3) amendments to the original service contract doing a variety of Energy Conservation Measures for both the Town and Schools.

Contract Amendment #4 is a project to remove and replace the second of two (2) boilers at the Winn Brook Elementary School as part an Energy Conservation Measures within Green Communities guidelines. There are three components to the boiler replacement project:

Winn Brook Domestic Hot Water Installation	\$ 99,999.00
Winn Brook Heating Hot Water installation	\$ 99,999.00
Winn Brook Project Coordination	\$ 8,700.00
TOTAL	\$208,698.00

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The scope of work that Guardian Energy Management Solutions will provide is to install ECM retrofits to the Domestic Hot Water and the Heating Hot Water systems at the Winn Brook Elementary School.

These services have been procured per Chapter 25A per an original Memorandum of Understanding dated September 10, 2014.

I recommend the Select Board to approve Contract Amendment #4 with Guardian Energy Management Solutions Marlborough MA for a total value of \$208,698.00