

January 25, 2011

VIA FAX ONLY:

Diane Ambrosio, Township Clerk
Township of Ocean
50 Railroad Avenue
Waretown, NJ 08758

Re: T&M File No. OTWP-00120
Funding Year 2011 Energy Efficiency Conservation Block Grants &
NJ Clean Energy Direct Install Grant Program
Township of Ocean, Ocean County, NJ

Dear Ms. Ambrosio:

Please be advised that the next round of EECBG and Direct Install Funding will become available in the next few weeks. This funding round will be highly competitive and funding will be awarded on a first come first service basis. The Township is eligible for grant money (no matching funds required) to replace inefficient equipment such as HVAC and Lighting in Township owned buildings to help upgrade facilities and reduce Township monthly utility costs. The Township could be approved for up to **\$125,000 in grant funding** just a few weeks after submitting the grant applications.

The Township could also obtain additional grant funding if your needs exceed the initial \$125,000 worth of upgrades. Also, additional grant funding should be available early next year to continue funding additional improvements and equipment upgrades.

We could submit the **FY 2011 Energy Efficiency Conservation Block Grant (EECBG)** application and the **FY 2011 Direct Install Grant Program** application to the New Jersey Clean Energy Program for funding to install utility cost saving measures within a few days of your authorization to do so. At this time, we highly recommend you take advantage of these funding programs and submit applications within five (5) days from the funding announcement date.

The EECBG Program offers a \$50,000 grant to install energy efficient cost saving measures within Township owned facilities. The Direct Install Program offers up to a 60% matching grant not to exceed \$50,000 per project or \$250,000 per municipality. The submittal of these two (2) applications together can result in a **\$125,000 combined grant** from EECBG and the Direct Install Program with no out of pocket cost to you for construction. Eligible projects include (but are not limited to) upgrades to lighting, heating, cooling and ventilation (HVAC), refrigeration motors, natural gas and variable frequency drives. Upon submittal of the applications a typical project could be completed within 90 days by a pre-approved State certified licensed contractor.

Because a State pre-approved contractor is utilized, no public bidding is required.

Project sequence and timeframes include:

- **Step 1 - Energy Assessment:** We shall coordinate the contractor's review and examination of municipal buildings and equipment in order to complete an Energy Assessment. After the Energy Assessment, the contractor will review results with

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you, including what measures qualify for grant funding and put the eligible upgrades in prioritized order;

- **Step 2 – Decide to Move Forward:** You will sign a Scope of Work document to proceed with implementation of qualifying measures;
- **Step 3 – Arrange Installation:** You and the contractor will set a convenient start date for the installation;
- **Step 4 – Confirm Installation:** Once the contractor completes the installation, you accept the work by signing a Project Completion Form. A program representative will approve the project as complete;
- **Step 5 – Complete Transaction:** EECBG and Direct Install Program pays directly to the contractor your share of the project cost (\$20,000) and the program share (up to 60% of project cost).

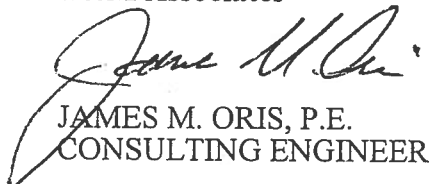
In order to properly prepare these applications in an efficient manner and to expedite the submissions by the end of December, we will need to prepare and submit the following documents:

1. FY 2011 Energy Efficiency Conservation Block Grant Application Form(EECBG);
2. New Jersey Clean Energy Program 2011 Direct Install Program Application and Participation Agreement with copies of twelve (12) electric and gas bills.

We can prepare all application documents for your execution and coordinate the submittal of the FY 2011 EECBG Application and the 2011 Direct Install Grant Program Application for a fee not-to-exceed \$1,000.00. The grant applications will be submitted within five (5) business days upon receiving your authorization to proceed and receiving the information noted above.

I trust the above is in order and ready for your review. Should you require any additional information, please do not hesitate to contact me.

Very truly yours,
T&M Associates



JAMES M. ORIS, P.E.
CONSULTING ENGINEER

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cc: Mayor and Committee Members