

FEMP Utility Energy Service Contract (UESC)

Scope of Support

The Department of Energy Federal Energy Management Program (FEMP) Utility Team technical and procurement experts support agencies with their Utility Energy Service Contract (UESC) projects; and a former contracting officer is available to provide contracting support. In general, the FEMP Utility Team provides support such as training, acquisition planning and project development consultations, and high-level reviews to support technical and contracting decisions. The team can remain involved in the project through project development and acceptance upon request by the agency.

The following activities and services are offered at no cost contingent upon FEMP funding resources and staff availability.

- **Training**
 - Conduct live UESC training – available multiple times throughout the year and open to all Federal agencies
 - Provide access to on-demand webinars – available anytime via [WBDG website](#)
 - Conduct agency- and project-specific training – available upon request

- **Technical Assistance – Acquisition Planning and Utility Selection**
 - Share resources, best practices, and examples of successful acquisition planning strategies
 - Provide initial project consultations to address key acquisition planning considerations:
 - Initial project scope (requirements, priorities, and objectives)
 - Decarbonization opportunities
 - Authorizing legislation and federal mandates
 - Contracting options (AWC, BOA, separate contract)
 - Funding strategies and financing options
 - Utility selection
 - Sample Justification and Approval (J&A)
 - Review documents such as the Acquisition Plan and the J&A

- **Technical Assistance – Project Development**
 - Provide resources to assist development of project documents, including sample agreements and performance assurance plans
 - Provide UESC best practices, high-level consultations and reviews related to the following:
 - Preliminary Assessment (PA) report
 - Renewable Energy Optimization (REopt) analysis (special request)
 - Decarbonization assistance
 - Investment Grade Audit (IGA) report
 - Performance assurance planning (including workshop for project teams)
 - Task order language
 - Participate in project meetings as requested, for example critical project discussions between the agency and utility

- **Technical Assistance – Post-Award or Post-Acceptance**
 - Review final design or final performance assurance plan
 - Review of 1st annual performance assurance/verification report
 - Support discussion if issues arise

Services Outside the No-Cost to Agency Scope of Support

While FEMP's in-depth and dedicated project support cannot be guaranteed, agencies are encouraged to make requests for other services such as special analyses, detailed assessment reviews, and specialized training. FEMP will provide alternate suggestions and recommendations if resources are unavailable to meet a request.

FEMP Recommends a Project Facilitator

FEMP strongly recommends the use of a [project facilitator \(PF\)](#) as a best practice. The PFs are experienced, technical experts who guide the agency acquisition team through the project development and implementation process. The PF's role generally begins after utility selection and before the preliminary assessment kickoff meeting.

Start with Your Agency's Project Approval Process

It is important to ensure you receive approval to move forward with a UESC project pursuant to the approval processes required by your agency.

Questions?

Use the [FEMP Assistance Request Portal](#) to ask questions regarding a potential UESC project. Select "Project Financing/Performance Contracting (ESPC, UESC, ENABLE, ESPC ESA)" from the service area drop-down, submit your question and FEMP will contact you.