



# Committee of the Whole

Deb Bell

**Council Initiated:**

Yes

No

**ECAF:** 2025-0584,  
2025-0585, and  
2025-0586

**Motion:** 25-095,  
25-096 and 25-097

**Type:**

- Contract
- Board Appt.
- Code Amendment
- Budget Action
- Other

**Requested Handling:**

- Normal
- Expedite
- Urgent

**Fund Source:**

- General Fund
- Other
- N/A

**Executive Rec:**

- Approve
- Do Not Approve
- N/A

**Approved as to**

**Form:**

- Yes
- No
- N/A

**Subject:** Washington State Department of Commerce Funding Grant Contract to perform energy audits.

**Scope:** Snohomish County Fleet and Facilities Department applied for the Energy Audit Incentive Program for its main campus Administration buildings, Courthouse Building and Denney Juvenile Justice Center. The purpose of the funding is for an ASHRAE Level II energy audit in accordance with Section 8 of the Washington State Clean Buildings Performance Standard. This funding is to cover part or all costs of conducting a Level II audit. Those buildings identified for these grant agreements are:

Energy Audit Buildings	Contract	Motion	Grant Amount
Administration East & West	24-51601-042	25-095	\$138,575.19
Courthouse	24-51601-041	25-096	\$90,927.48
DJJC	24-51601-043	25-097	\$56,240.86
TOTAL			\$285,743.53

**Duration:** Execution through June 30, 2025.

**Fiscal Impact:**  Current Year  Multi-Year  N/A

Funds are included in the 2025-2026 biennial budget.

**Authority Granted:** Approves and authorizes the County Executive to sign Contract 24-51601-042, 24-51601-042, and 24-51601-043 with Washington State Department of Commerce for the energy audit of the campus Administration Buildings, Courthouse Buildings and DJJC, and hereby authorizes the Executive to approve future change orders for additional work provided that sufficient appropriation authority exists, under SCC 3.04.140(1).

**Background:** In 2024, the Washington State Department of Commerce introduced the Energy Audit Incentive Program for Public Buildings, which provides reimbursement payments for energy audits on Tier 1 buildings.

The Facilities Department applied to this program for the Administration Buildings, Courthouse Buildings, and the Denny Juvenile Justice Center. The applications were approved in December 2024, for a total dollar amount of \$285,743.53.

The window to complete the work and receive reimbursement is very small, and the funds are not guaranteed until the contracts are signed. The request is to expedite signature on all three contracts.

**Requested Action:** For Council to consider the motion.