

**ENERGY EFFICIENCY ADVISORY COUNCIL
DATABASE SUBCOMMITTEE**

August 5, 2013

Subcommittee: Tina Halfpenny (DOER), Chair, Matthew Saunders (AG), Robert Rio (Industry), John Howat (Low-Income), Christina Dietrich (Environmental).

Attendees: Eric Winkler-ISO-NE (via phone), Sharon Weber- DEP, Lisa Shea –NSTAR; Shaela Collins-RichMay; Steve Venezia-DOER; Ian Finlayson-DOER.

The Chair immediately opened the meeting stating that seven (7) responses had been filed by the closing deadline for the RFR. Halfpenny handed out a scoring sheet to be used by the evaluators of the responses. The criteria are those that were previously agreed to at an earlier Database Subcommittee meeting and are based on 6 components that total 40 points.

With a close-of-business deadline the previous Friday and the sheer volume of documentation, the DOER staff was finishing up the copying and collating of the bid responses. The completion of this task occupied a fair portion of the meeting. Halfpenny outlined the anticipated timeline for review. She advised all Subcommittee Members to have reviewed the responses and completed the accompanying evaluation forms by next Tuesday, August 13. The objective of the next Database Subcommittee meeting on August 13 would be to discuss the merits and demerits of all the respondents and to narrow the field to a consensus invitation of two or three candidates for the final round. At that time the Chair would contact those finalists and invite them to attend the interview session of the Database Subcommittee now scheduled for August 19, 2013. The DOER has scheduled a conference room on the Second Floor from 9:00 am till 5:00 pm on Monday, August 19th to conduct those interviews, though it is widely anticipated that the entire day will not be necessary.

The seven responses received were from the following: Advans IT Services, Inc. of Marlborough, Massachusetts; Energy Platforms, LLC of Shakopee, Minnesota; Hitachi Consulting of Reston, Virginia; ICF International of Cambridge, Massachusetts; Julia Korsunsky d/b/a Original Solutions, Team Xtra of Needham, Massachusetts; Soltrix Technology Solutions, Inc. of Westborough, Massachusetts; and Tilson Government Services of Portland, Maine.

Halfpenny adjourned the meeting at 11:00 am.