



Selecting the ESCO, Part 2: Interviewing the ESCOs

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Oral Interviews

- Top Three Respondents
 - (More or less)
- Opportunity to Ask Specific Questions
- Fill in the Gaps
- Pursue More Detail





Oral Interview Topics

- Experience
- Audit
- HUD Regulations
- Financing/Project Economics
- Energy Services Agreement
- Project Implementation and Management
- Monitoring and Verification





How do you conduct oral interviews with ESCOs?

- Faxing copies of your prepared questions in advance of the meeting to the ESCO is useful
- Designate a lead interview facilitator to ask prepared questions
- Limit ESCO-prepared presentations to 15 minutes. Allow at least 90 minutes per oral interview
- Encourage participation by all evaluation team members
- Make initial rankings in pencil after each presentation
- Allow revisions to rankings after all presentations have been heard and evaluator's bases for rankings have been discussed with other team members





Time Lines

- Can do Three in One Day - Tight
- Sample Time Line





Fee Scenario

- Hard to Compare ESCO Fees
 - Varying fee structures make this difficult
- Scenario Designed to Make Apples-to-Apples Comparison Possible
- Don't Use Cost as Sole Factor When Choosing ESCO!





Mechanisms for Decision Making

- Rank After Each Interview, but in Pencil
 - Take 10 minutes to record thoughts
- Revise as New Data are Received
- After all ESCOs are Done, Discuss, Re-Rank, and Decide
- Sample Ranking Instrument

