

Woodbury County, Iowa

Baker Group
4224 Hubbell Avenue
Des Moines, IA 50317-4508

Attention: Dave Jorgenson

April 21, 2015

Subject: Letter of Intent

Woodbury County is interested in pre-qualifying the opportunity and potential benefits of a Facility Improvement Master Plan. We wish to participate with the Baker Group in a preliminary evaluation of our facilities to determine the current condition of our mechanical and electrical equipment and to identify potential energy and operational efficiency as well as potential building improvements that may be realized from a Facility Improvement Master Plan.

By signing this Letter of Intent, we understand that we do not have any financial obligation at this time. This Letter of Intent is being submitted to show both parties' commitment to the preliminary stage of the facility analysis and to recognize responsibilities for completing the analysis.

Woodbury County wishes to have the following buildings included in this study which have been divided into three categories:

County Buildings

1. Woodbury County Courthouse, 620 Douglas St, 51101
2. Woodbury County Law Enforcement Center, 407 7th St, 51101
3. Trospen-Hoyt, 822 Douglas St., 51101
4. Siouxland District Health, 1014 Nebraska St., 51105
5. Social Services and Veterans Affairs, 1211 Triview Ave., 51103
6. Eagles Club, 400 Block of 8th Street, 51101
7. Prairie Hill and 3 Morton Buildings, County Road D25
8. Climbing Hill Emergency Services Building and Outbuilding
9. Anthon Courthouse (Treasurer's Office), 105 North 2nd Ave., Anthon IA 51004

Secondary Roads

See attached list of buildings and sheds in Moville, Lawton, Correctionville, Anthon, Pierson, Oto, Danbury, Hornick, Climbing Hill, and Luton.

Some of these structures may be similar in size and equipment to one another, so we would request you work with Secondary Roads head Mark Nahra on assessing these structures, energy opportunities, and other aspects of facilities for the Preliminary Building and Equipment Survey.

Woodbury County, Iowa

Conservation

See attached list of buildings and parks/recreational facilities including the Dorothy Pecaut Nature Center and facilities in Brown's Lake / Bigelow's Park, Snyder Bend Park, Midway Park, Fowler Forest Preserve, Southwood Conservation Area, and Little Sioux Park including any applicable assets to such a study as roads, wells, electrical and water systems, septic systems, etc. that support our parks and facilities.

Baker Group agrees to provide the following:

- Conduct a Preliminary Building and Equipment Survey to identify likely building improvements that will improve equipment reliability and performance as well as improve the indoor environment.
- Benchmark your buildings' energy consumption against similar facilities.
- Present our findings from the Preliminary Survey and make recommendations as to the suitability of the project and the next step assuming the Customer is interested in pursuing the next step.

Woodbury County agrees to the following:

- Commission a team to assist in the Preliminary Building and Equipment Survey consisting of appropriate personnel from company Management, Administration and Maintenance staff personnel.
- Provide Baker Group access to the building, drawings and appropriate operating/capital budget information needed to assist in completion of the Preliminary Survey.
- Provide Baker Group with a minimum of 36 consecutive months of all energy bills (gas, electric, fuel oil, etc.) for each building. (Can be done through a release to the utility company)
- Schedule a workshop meeting to review Baker Group's Preliminary Building and Equipment Survey findings and collectively determine the next appropriate course of action.

We look forward to working together on this important and exciting project!

Woodbury County

Signature:



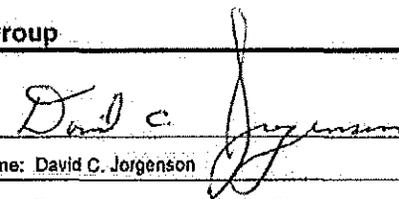
Printed Name: Mark Monson

Title: Chairperson

Date: April 21, 2105

Baker Group

Signature:



Printed Name: David C. Jorgenson

Title: Director, Facility Improvement Master Plan

Date: APRIL 21, 2015