

C/CAG

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

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Millbrae • Pacifica • Portola Valley • Redwood City • San Bruno • San Carlos • San Mateo • San Mateo County • South San Francisco • Woodside*

Agenda

Resource Management and Climate Protection Committee (RMCP)

Date: Wednesday, January 20, 2016

Time: 2:00 to 4:00 p.m.

Location: 455 County Center – 2nd Floor Conference Room 201
Redwood City, CA 94063

1. Introductions
2. Public Comment
3. Approval of Minutes from October 21, 2015 meeting
(Kim Springer – Committee Staff) Action
4. Update on San Mateo County Energy Watch 2015 Program Cycle Results and Contracting for 2016 through 2018 Calendar Years
(Kim Springer and Jacki Falconio – Committee Staff) Information, Discussion
5. Presentation of Request for Proposal for Regionally Integrated Climate Action Planning Suite
Climate Action Planning and Implementation Technical Support
(Kim Springer – Committee Staff) Information, Discussion
6. Review and Discussion of Proposed Change to Composition of RMCP Committee
(Kim Springer – Committee Staff) Discussion
7. Review and Approval of Calendar Year 2016 RMCP Committee Meeting Dates
(Kim Springer – Committee Staff) Action
8. Update on Current Water Supply and Drought Conditions
(Adrienne Carr - BAWSCA staff) Information, Discussion
9. Committee Member Updates
10. Next Regular Meeting Date: (proposed) February 17, 2016

PUBLIC NOTICING: All notices of C/CAG Board and Committee meetings are posted at:
San Mateo County Transit District Office, 1250 San Carlos Ave., San Carlos, CA.

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RESOURCE MANAGEMENT AND CLIMATE PROTECTION TASK FORCE
Minutes from the 10-21-2015 Meeting

In attendance:

Michael Barber, Supervisor Pine's office
Beth Bhatnagar, Sustainable San Mateo County
Don Bray, Joint Venture (SEEDZ project)
Adrienne Carr, BAWSCA
Bob Cormia, Foothill De Anza Community College
Rick DeGolia, Town of Atherton*
Don Horsley, San Mateo County Board of Supervisors*
Maryann Moise Derwin, Committee Vice Chair, Portola Valley Town Council*
Deborah Gordon, Committee Chair, Woodside Town Council*
Pradeep Gupta, South San Francisco City Council*
Ashley Henderson, Lifecycle Associates
Joe Herr, PG&E
Deborah Hirst, Supervisor Horsley's office
John Hoang, C/CAG
Kathy Lavezzo, PG&E
Dave Pine, San Mateo County Board of Supervisors *
Kim Springer, County of San Mateo RecycleWorks (staff)
Susan Wright, County of San Mateo RecycleWorks (staff)

Not in attendance:

Jorge Jaramillo, San Mateo County Hispanic Chamber of Commerce
Alex Palantzas, San Mateo County Hispanic Chamber of Commerce
Barbara Pierce, Redwood City City Council*
Nicole Sandkulla, BAWSCA
Eric Sevim, A+ Japanese Auto Repair
Sandy Wong, C/CAG
*=elected official member

1) Introductions

Attendees introduced themselves and their organizations.

2) Public Comment

There was no public comment.

3) Approval of Minutes

The minutes from the September 16, 2015 meeting were approved.

4) Presentation on Microgrid Projects in California and Associated Challenges (Joe Herr)

After Joe Herr gave his presentation, the following ideas were shared:

- You could think about this on a building level. Every major skyscraper in NYC is a microgrid. They all are connected to the grid, but have back-up systems.
- PG&E has forecast ranges from 2013-2020 from Navigant. PG&E sees growth. Capacity numbers show the highest end of 20 MW; that's a small fraction of what's in CAISO service market today. Microgrids aren't going to solve the climate crisis by 2020. Communities can use this to help with resiliency, but it doesn't make a lot of difference to GHGs.
- Factors limiting the growth of microgrids:
 - Controllers aren't field tested. They're being down-scaled from CAISO scale.
 - Inverters – standards question hasn't been figured out to move between grid and islanding mode.
 - Cost question. Is this something customers want to rely on?
- How to get reliability? Flywheels are to maintain power quality into a data center. Need to define the problem you're trying to solve. Also, span of control question. Angel Island – PG&E can control. In a neighborhood, who owns the microgrid?

Deborah G: The behavior of each one of those nodes. Who gets to tell them how to operate? IT's easy to say with a jail or even a business. When you start getting into a community, the control issue is a big one.

Joe: It started as a hazard assessment. It was about emergency needs. Now, cities are thinking about bundling buildings: police, fire, community center. Sf project

Pradeep: Would look at it from 2 perspectives. Customer don't care how they get power. PG&E benefits from local control to make reliable supply. 2) In a community, people want to use only renewables as much as they can; want to be able to isolate themselves from main grid in case there's a problem. That's Pradeep's interest. For communities thinking about climate resiliency.

Joe: SF is most clear example. A tribe in Humboldt got an EPIC grant to make a regional emergency relief place. Tribal office, casino, hotel on site.

Deborah: PG&E model is a deliverer of energy that manages everything. Micro grid is an entirely different model.

Joe: How is PG&E's business model changing? PG&E makes money by investing in assets. Framework of thinking in 3rd category (multiple accounts on-grid): we have competition. We're going to need to innovate when cities come to us. PG&E doesn't have the tariffs that enable a city to do that today. Joe works in customer energy solutions. This a new technology set that has yet to gel. Some of these projects are IDSN that are relabeled as smart grid. PG&E is looking at how they can provide services when customers are interested in resiliency.

Bob: Title 24 standards will probably drive more nanogrids.

Joe:

- Existing microgrids have a fossil fuel backbone. "we need spinning equipment." Provide voltage, frequency regulation.
- Planned microgrids – add battery storage and PV.
- Cogen – if you're going to heat the pool anyway, why not use it as electricity?

Don: Stanford's new energy center is very creative use of thermodynamics.

Joe: Example: Hitachi Global Storage Technologies in San Jose. Utility side of the meter at the end

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of the line. Testing the ability to island. 28 successful islanding tests using this large battery. Economic value – participation in CAISO markets. PG&E is required to install a lot of storage. There aren't multiple distributed generators. Able to island upon certain triggers. Externally called a microgrid. PG&E calls it a controlled battery storage system.

5) Presentation on Joint Venture Silicon Valley, Smart Energy Enterprise Development Zone (Don Bray)

Bob: They have a building they will be ready to do this – could be ZNE. Could work with a system interfaced with a utility. What happens if we buy / sell energy now.

Deborah: We are moving in this direction: integrated, connected set of systems. But we haven't moved to the point where we're training people to manage/run these buildings. Need people to be trained. Looking at new careers for people.

Bob: Webinar today for energy managers: How does internet of things relate to facilities managers? Power bills that are escalating everywhere in the county. Energy is a commodity that is an important resource. If you can make it and manage it.

Deborah: New A/C at Stanford. Now everyone is freezing.

Don: Between energy storage and EV charging, there are some interesting pilots. If charger is connected to a building, it spikes usage. Battery is a buffer between EV and building that reduces demand charges. At a building level, same thing. Building usage is monitored, managed. Economic case to be made: cut demand charges by monitoring usage. Solar and energy storage being paired now to manage demand charges.

Kim: so many systems dependent on connecting so they can communicate. Inter-grid communication. If things can communicate with each other through grid, power line, it would simplify the communication between the pieces of equipment. Is there anything like that going on?

Joe: (This is outside his expertise.) Inverters will activate/deactivate based on voltage sensed over the lines. That's how it senses when they broader grid is down.

Kim: dishwashers are smart enough to look at smart meter to decide when to run. Pieces of each equipment talking to each other through the power lines in the house. That's a model a utility running the power lines should develop.

Don: Where do these different communication standards get managed? Automated demand response – signal comes from utility; building responds. That involves a standard between building management system and utility.

Michael: Technology where battery becomes inverters. Is the idea that the battery storage capacity becomes storage/inverter?

Don: With EV charging and energy storage, you get a half hour...Tesla doing a fast charge. If you can put energy storage in a line.

Joe: That's peak shaving. Tesla and Stem have peak shaving programs. EVs spike demand. Peak shaving – install a battery system not for resiliency, but for demand. Run the battery for a certain amount of time. Battery company will split the utility savings with you.

Michael: Server farm – batteries set up to add additional power during peak periods.

Joe: Server farms keep a flat load to keep on A/C. If you've got light industrial activity, you want one of these batteries. Math models what your load peak would have been, they charge the difference between what your usage would have been and what it is.

Deborah: Concept of what a battery does is take/use energy. Other things are buffers or batteries that fill a function.

6) Presentation on Alternative Fuel Readiness Plan and Draft Summary Document for Review and Discussion (Ashley Henderson)

Ashley Henderson and John Hoang gave a presentation on the Alternative Fuels Readiness Plan nearing completion for submission to the CEC.

John: Follow the lead of the CEC. It was funded by them. They want counties to promote alt fuels and adoption of alt fuel vehicles. Hope that cites take the plan, move forward with ideas ARB funding for buses and trucks for disadvantaged communities. Specific laws require.

Bob: EV sales in US have plateaued, then dropped in conjunction with dropping price in gas. Change in marketing by CEC? Benefit of environment instead of cost savings.

Ashley: We can try to get the message out at the local level.

Dave: Trends with EV purchasing in SMC?

Ashley: It's much higher in this county.

Kim: DMV can sort data by vehicle type now.

Ashley: EV sales have exceeded plug-in hybrids.

Joe: PG&E wants more EVs. PG&E service territory is 25% cleaner in GHG content than California average.

Don: Very active with California EV collaborative. Workplace charging is very important. If you can charge at home and work, you have most bases covered. Silicon Valley has 1,000+ charging in place. How do we incentivize more of that?

Deborah: Page 13 chart – what if you add the cost of infrastructure assets to this chart?

Ashley: vehicle volume isn't up to scale yet, plus infrastructure still being built.

Deborah: What would it take to make a critical change in how communities plan the infrastructure?

Bob: If you made gas more expensive...

Ashley: Gasoline doesn't account for all the externalities, so it is underpriced.

Kim: this is going to CMEQ, TAC, then to C/CAG Board. There's a 50-page summary being reviewed by John Hoang. Kim will send that out. If you have comments, that would be great.

Deborah: My boss will be speaking at Council of Cities. William Perry.

7) Update on Current Water Supply and Drought Conditions (Adrienne Carr, BAWSCA)

Adrienne Carr provided the following information in response to questions:

- Total savings chart: The information from Bear Gulch doesn't match with what this chart shows. Bear Gulch says they have only saved 50% of what they need to save for the year, but the messaging from Bear Gulch tells the community that they're doing fine
- AC: It's unlikely that State would come down on us. BAWSCA is doing really well. Some places in state are completely ignoring the targets (SoCal).
- Warmer but wetter weather is predicted in Dec – Jan – Feb.
- Groundwater meeting went well.

8) Committee Member Updates

None.

9) Next Regular Meeting Date: November 18, 2015

Attachments:

Presentation from this meeting have been posted on the C/CAG RMCP website.

C/CAG AGENDA REPORT

Date: January 20, 2016
To: Resource Management and Climate Protection Committee
From: Kim Springer, County staff to RMCP Committee
Subject: Update on San Mateo County Energy Watch 2015 Program Cycle Results and Contracting for 2016 through 2018 Calendar Years

(For further information contact Kim Springer at 650-599-1412)

RECOMMENDATION

Receive an update on the San Mateo County Energy Watch (SMCEW) 2015 program cycle results and contracting for 2016 through 2018 Calendar Years.

FISCAL IMPACT

SMCEW program staff costs are paid for by funding under the C/CAG – PG&E Local Government Partnership (LGP) agreement. Additional matching funds, specifically for transportation-related Climate Action Planning efforts, come from C/CAG Congestion Relief Funds.

BACKGROUND/DISCUSSION

SMCEW Energy Savings Results:

The SMCEW recently completed its 2015 calendar year program cycle with great energy saving results. In 2015, the SMCEW and Regionally Integrated Climate Action Planning Suite (RICAPS) program continued a number of initiatives in support of energy efficiency and climate action for the County and the cities in San Mateo County.

The program finished at 187% of the Kilowatt hour (kWh) savings goal (almost double) and 152% of the peak Kilowatt (kW) energy goal. The Therms savings goal of zero (0), meaning that the program sought to eliminate any increase in Therms from projects due to interactive affects, was tracking at better than the goal though October, but dropped below the goal in November and December when a large number of the program's direct install projects "closed". The program has a pipeline of projects underway as the program begins the 2016 program year. However, the SMCEW team will work hard to increase that pipeline of projects in the new

program cycle.

2016 – 2018 Calendar Program Contracting:

Staff has been working since September to complete the contracting process for the next program cycle, which started (retroactively) on January 1, 2016. The new program cycle will run for three years, through December 31, 2018. Staff negotiated an increase of 15.6% in the annual program budget for the three years, providing continued energy efficiency funds for local governments, small and medium business, farms and schools. The contract also continues to provide funding for climate action initiatives. The total funding in the contract for these efforts is \$697,929 annually, or \$2,093,787 over three years.

In addition to funds being contracted to C/CAG for energy efficiency and climate action planning in San Mateo County, PG&E is also contracting incentives directly with Ecology Action for the ongoing “turnkey” Direct Install program for businesses (\$685,000), El Concilio for the Middle Income Direct Install (MIDI) residential program (\$65,000), rebates for streetlight upgrades and Custom Calculated projects (\$135,000), and Engineering Services from Ecology Action (\$140,200). This brings the total funding from PG&E for the SMCEW program from 2016 through 2018 calendar years to \$1,752,929 annually, or \$5,258,787 over three years.

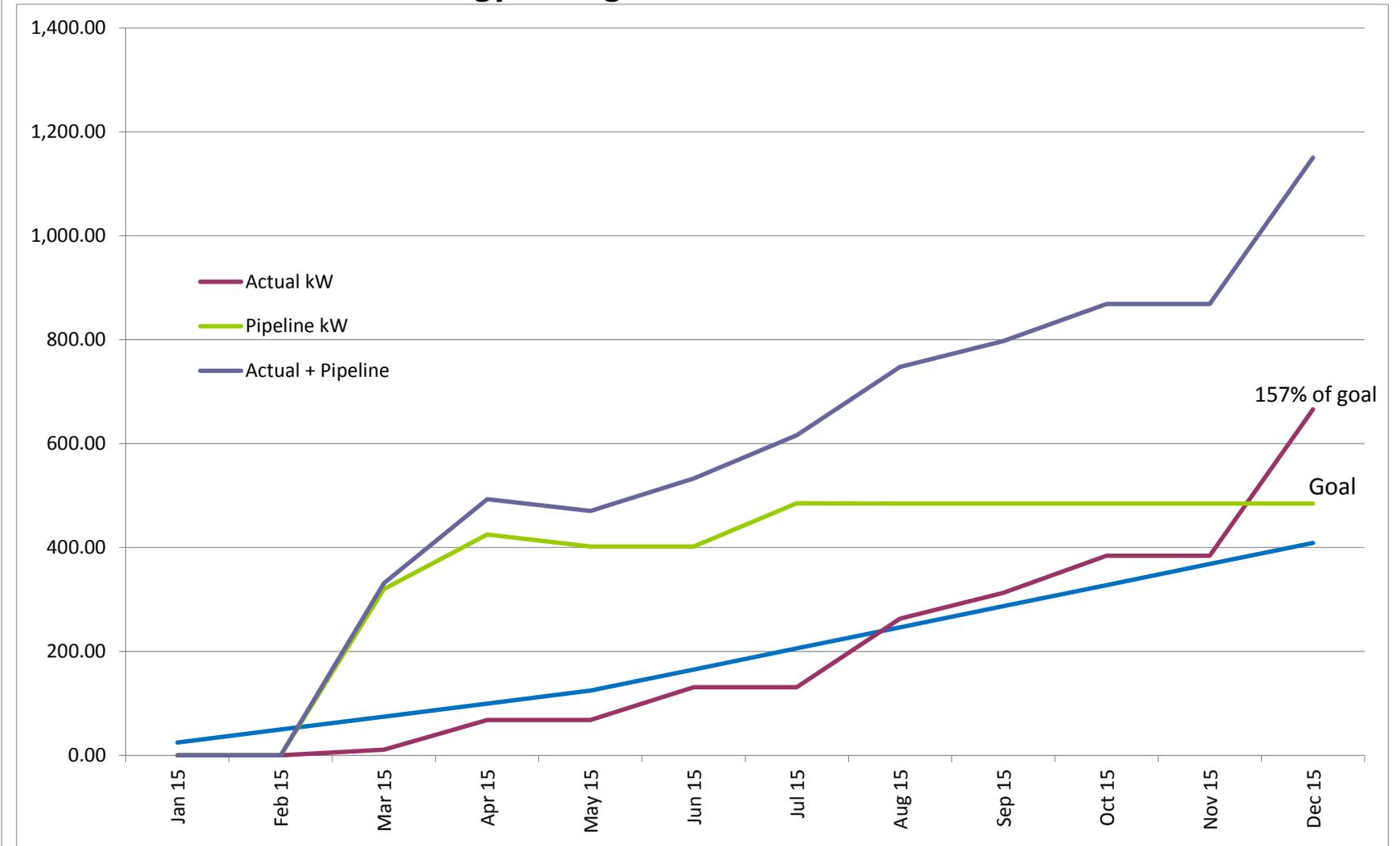
Staff will provide a presentation of outcomes for the 2015 program cycle. SMCEW energy savings charts, updated through December 2015 are provided for your review as attachments to this staff report.

ATTACHMENT

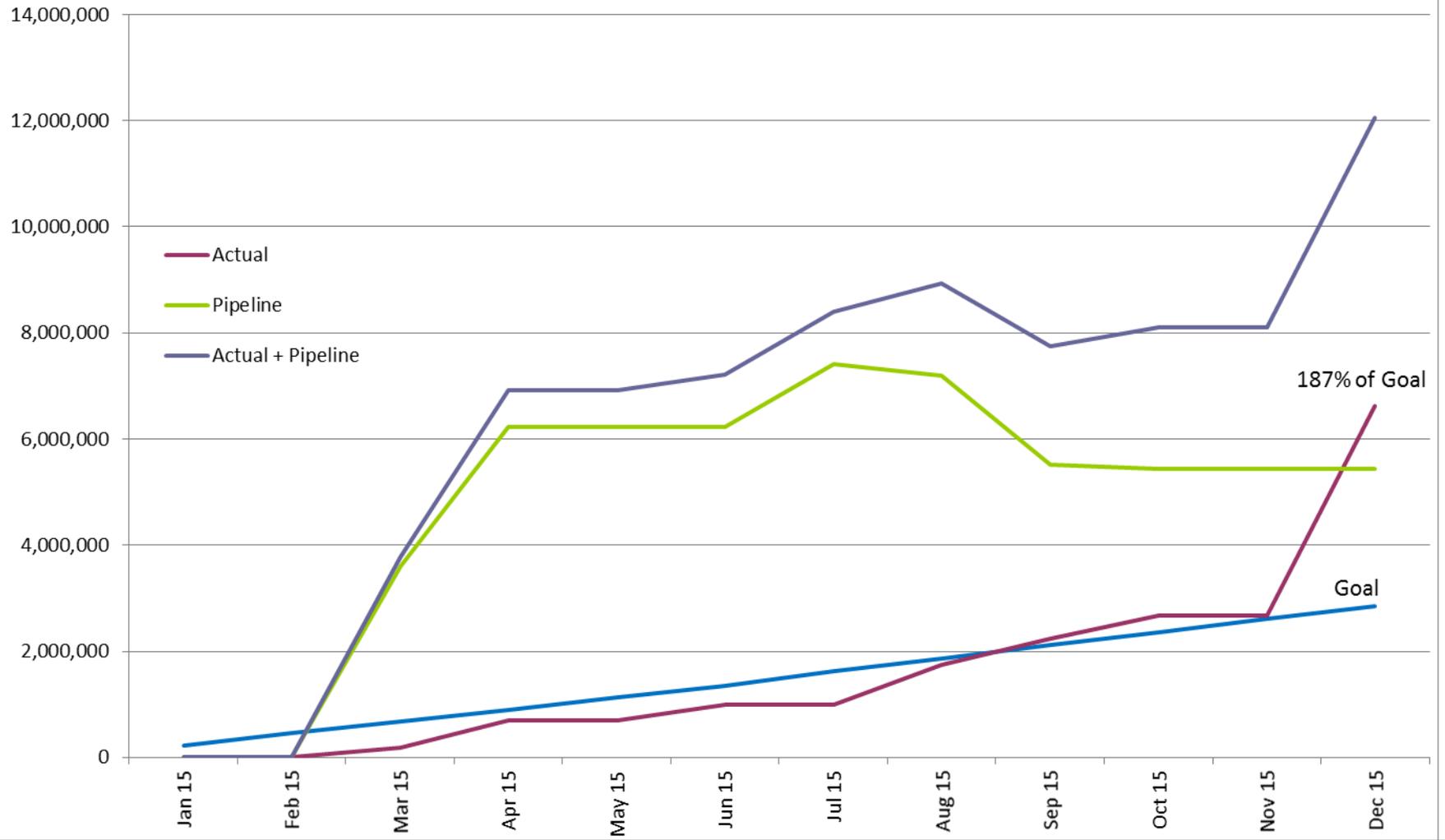
San Mateo County Energy Watch Calendar Year 2015 Energy Savings

San Mateo County Energy Watch 2015

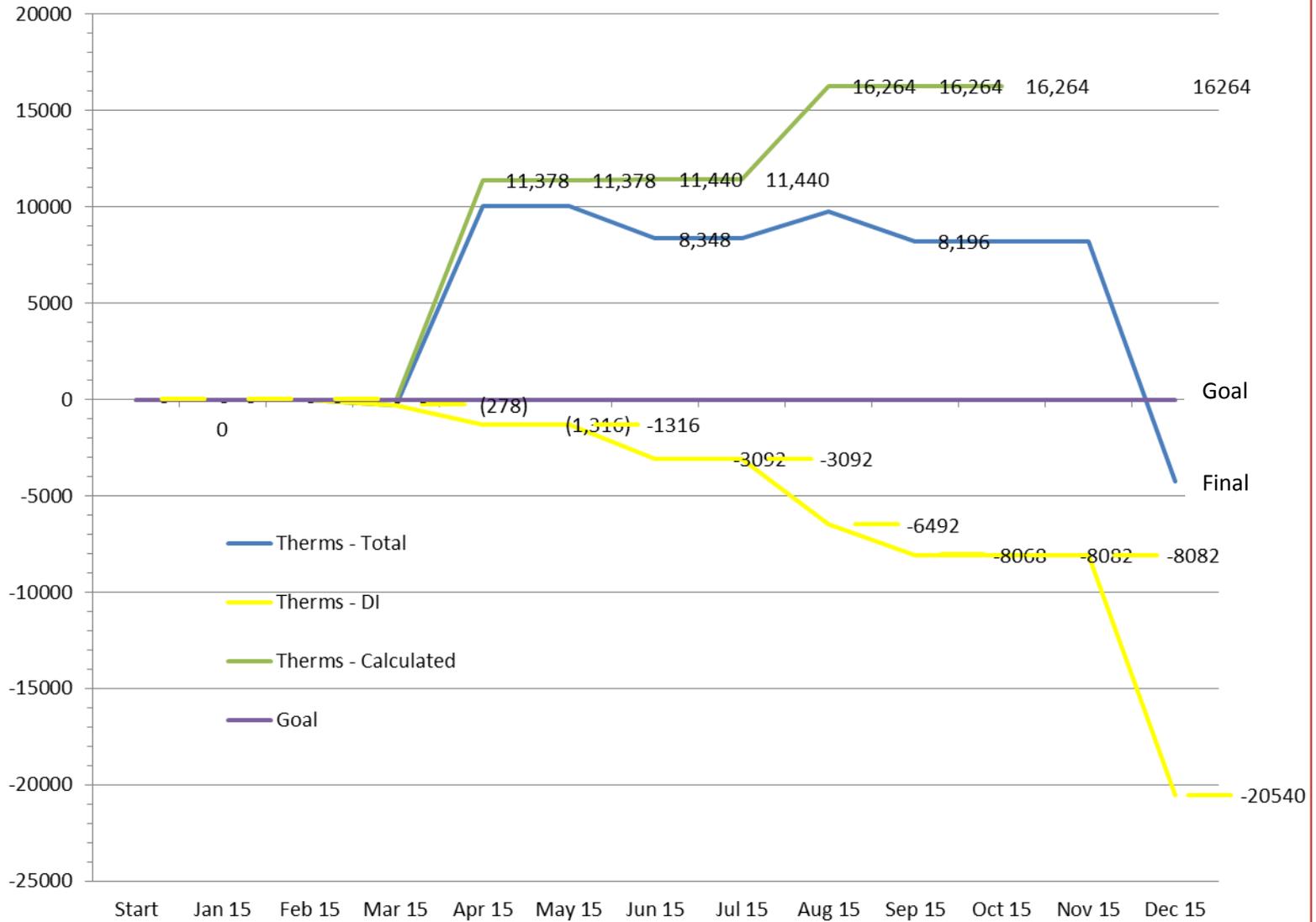
Energy Savings - kW Goal vs. Achieved



San Mateo County Energy Watch 2015 Energy Savings - kWh Goal vs. Achieved



San Mateo County Energy Watch 2015 Accumulated Therms



C/CAG AGENDA REPORT

Date: January 20, 2016
To: Resource Management and Climate Protection Committee
From: Kim Springer, County staff to RMCP Committee
Subject: Presentation of Request for Proposal for Regionally Integrated Climate Action Planning Suite Climate Action Planning and Implementation Technical Support

(For further information contact Kim Springer at 650-599-1412)

RECOMMENDATION

Receive a presentation on the Request for Proposal for Regionally Integrated Climate Action Planning Suite Climate Action Planning and Implementation Technical Support

FISCAL IMPACT

Once approved by the C/CAG Board, approximately \$150,000.

SOURCE OF FUNDS

Paid for by funding under the C/CAG – PG&E Local Government Partnership (LGP) agreement. Additional matching funds, specifically for transportation-related Climate Action Planning efforts, come from C/CAG Congestion Relief Funds.

BACKGROUND/DISCUSSION

The Regionally Integrated Climate Action Planning Suite (RICAPS) project launched in 2008 with funding support from the Bay Area Air Quality Management District, C/CAG and ratepayer funds through the C/CAG – PG&E Local Government Partnership.

The funds were used to create and are currently being used to expand a suite of tools to help San Mateo County jurisdictions create climate action plans (CAPs) and to provide ongoing technical support for development of CAPs and greenhouse gas emission inventories. The tools developed include a template climate action plan (CAP) document, menu of CAP measures with measure worksheets for each measure, a measure prioritization spreadsheet, a “business” as usual/ CAP goal worksheet, and other supporting documents. The various tools can be found at:

<http://www.smcenergywatch.com/countywide-climate-action/ricaps-tools>

The last technical support contract expired on December 31, 2015 and staff was (rightly) unable to extend the contract end date and funding at the C/CAG Board on November 12, 2015 because of the overall term length of the contract.

Staff prepared and posted an RFP for services and notified a list of potential contractors. The closing date of the RFP was January 14, 2016. The resulting contract is expected to be taken to the C/CAG Board on February 10, 2016.

The RFP represents the scope of work for climate action planning technical and implementation support to be undertaken through the RICAPS program in calendar year 2016 (and perhaps two additional calendar years).

Staff will present the RFP and scope of work to the RMCP Committee. The RFP is provided as an attachment to this staff report.

ATTACHMENT

Request or Proposal – RICAPS Climate Action Planning and Implementation Technical Support

Request for Proposal

Regionally Integrated Climate Action Planning Suite (RICAPS) Climate Action Planning and Implementation Technical Support

Greenhouse gas emission inventories, climate action plan
and open data development, and cross-county collaboration

City/County Association of Governments of San Mateo County (C/CAG)
555 County Center, 5th Floor
Redwood City, CA 94063

Posted: December 23, 2015

For further information contact:
Kim Springer
Phone: 650-599-1412
E-Mail: kspringer@co.sanmateo.ca.us

Request For Proposal
**Regionally Integrated Climate Action Planning (RICAPS) Climate Action
Planning and Implementation Technical Support**

The City/County Association of Governments (C/CAG) of San Mateo County, a Joint Powers Agency composed of the County of San Mateo and all twenty cities within the county, invites your firm to submit its proposal and costs estimates for provision of climate action planning and implementation technical support, and meeting coordination, working with C/CAG and County of San Mateo (County) staff.

Proposals must be received **NO LATER THAN 4:00 P.M. Thursday, January 14, 2016.** Four (4) copies of your proposal materials should be mailed to: delivered to: or a copy in .pdf of your materials should be e-mailed to:

City/County Association of Governments of San Mateo County (C/CAG)
555 County Center, 5th Floor
Redwood City, CA 94063

Attention: Kim Springer
Phone: (650) 599-1412
E-mail: kspringer@smcgov.org

Faxed Proposals Will Not Be Accepted

SUBMITTAL REQUIREMENTS

Each submittal must include the following information. This information should be confined to **no more than ten pages** excluding resumes of staff members and references.

1. **Project Understanding/Approach:** Briefly present your firm's understanding of the project and address how your firm will approach all of the major tasks of the proposed scope of work as included in "Attachment A" of this Request for Proposal. **Please include additional task(s) that you consider may add value to the project.**
2. **Schedule:** Provide a project schedule (timeline) that illustrates key project milestones for accomplishing the work in your proposal, per the tasks in "Attachment A".
3. **Experience:** Briefly identify any past experience and include how your firm's experience fits the needs of this project.
4. **Qualifications:** Identify the qualifications of your staff that would be assigned to work closely with C/CAG or County staff for this project. Brief resumes of key staff may also be included. Please identify the individual who will be the primary point of contact (project manager) and the backup individual.
5. **References:** Provide a list of references, including contact information, from at least five (5) organizations.

6. Cost Estimate: Provide a cost proposal for each of the tasks in “Attachment A” of this Request for Proposal and a total cost for the project.
7. Exceptions of Contract Terms: Please detail any exceptions your firm has to the terms of the contract as contained in “Attachment B”.

EVALUATION CRITERIA / SELECTION PROCESS

Evaluation of the proposals will be based on the following criteria:

- Understanding of project objectives and requirements
- Familiarity with the type of work required in “Attachment A”
- Proposed approach to the project scope and time line
- Qualifications of team and Project Manager, organization experience and availability to begin work

The selection panel will rank the proposals and recommend the top firm. The top firm shall be prepared to enter into a contract agreement as shown in sample “Attachment B”.

C/CAG reserves the right to reject all proposals, and not enter into any contract for the services described in the RFP. C/CAG may also, at its discretion, extend an eventual agreement for two additional one-year extensions.

TENTATIVE SCHEDULE FOR THE PROPOSAL REVIEW PROCESS

<u>Date</u>	<u>Description</u>
Dec 23, 2015	Request for Proposals released and posted on C/CAG Website: http://ccag.ca.gov/opportunities/rfpsrfqs/
Jan 4, 2015	Questions about the RFP due to Kim Springer by email
Jan 6, 2015	Responses to questions posed posted on C/CAG Website: http://ccag.ca.gov/opportunities/rfpsrfqs/
Jan 14, 2016	Request for Proposals Due 4:00 p.m.
Week of January 18th, 2016	Potential Panel interviews (at the discretion of the selection panel)

ATTACHMENT A

SCOPE OF WORK

Background

The City and County Association of Governments of San Mateo County (C/CAG) is a joint powers authority and is the congestion management agency in San Mateo County. Its board is composed of 21 elected officials, one from each city (20) and one from the County of San Mateo.

Because of C/CAG's structure, it is in a unique position to coordinate various countywide efforts related to transportation, energy, and climate action. C/CAG is working on behalf of the cities in San Mateo County, through the Regionally Integrated Climate Action Planning Suite (RICAPS) to drive a regional effort in San Mateo County to reduce greenhouse gas (GHG) emissions. The RICAPS program provides technical support to San Mateo County cities and the County through monthly working group meetings, climate action plan development and emission inventory updates. RICAPS includes tools developed specifically for supporting these efforts, which can be found on the San Mateo County Energy Watch website at: <http://www.smcenergywatch.com/countywide-climate-action/ricaps-tools>.

In addition, the San Mateo County Energy Watch (SMCEW) program, partly funded by a PG&E Local Government Partnership grant, provides funding for long-term strategic energy and climate action planning, which includes some codes and standards work related to high performance and zero energy (ZE) building construction. The program is also developing a "portal" for displaying measured progress towards climate goals on the County's Open Data Portal website.

The selected consultant will support the overall RICAPS effort, including climate action plan (CAP) development or updates, GHG emission inventories, working group meeting coordination, CAP measure development, technical support on high performance building, and data development for the aforementioned open data portal.

Tasks

Task 1: Climate Action Plan Technical Support

San Mateo County cities and the County have developed or are in the process of developing CAPs, with a RICAPS goal of every city in the county having an adopted CAP as soon as possible. A few of the cities and the County are interested in updating their existing (2020) CAPs extending out to 2030 or even 2050 by updating their existing measures and plan document. The consultant will support the cities and the County in finalizing or updating their CAP using the RICAPS tools and process, perhaps adding or updating the existing "menu" of measures in the process.

Please provide a cost per city to assist a city or the County to develop or update a climate action plan. Please provide a cost per measure to create a new or updated RICAPS measure. The existing list of RICAPS measures and the Excel-based worksheet system can be found near the bottom of the following web page:

<http://www.smcenergywatch.com/countywide-climate-action/ricaps-tools>.

Please propose the hours, the hourly rate(s) and total cost for the following:

- a. Completion of one (1) new CAP using the RICAPS tools
- b. Updating of one (1) existing CAP using the RICAPS tools
- c. Creation of one (1) new measure in the RICAPS Excel worksheet system
- d. Updating of one (1) existing measure in the RICAPS Excel worksheet system

Task 2: Community-Scale and Government Operations GHG Emission Inventories

One of the services provided to SMC cities and County through the RICAPS program is updates to GHG emission inventories. The RICAPS program updates community-scale emission inventories annually for the cities. Inventories have been updated though 2013, and 2014 should be completed in calendar year 2016. In addition, the cities and the County should update their government operation emission inventories at least every five years.

Please propose the hours, the hourly rate(s) and total cost for the following:

- a. Community-scale GHG emissions inventory for one (1) city
- b. Community-scale GHG emissions inventory for all twenty-one (21) jurisdictions in San Mateo County, including a “roll-up” of total of countywide community GHG emissions
- c. Government Operations GHG emissions inventory for one (1) city, including data templates, and assuming city staff will collect data with technical guidance from consultant

Task 3: Progress Tracking and Open Data Portal

The County of San Mateo has an Open Data Portal used to track performance of internal County departments and to make multiple data sets accessible to the public. The RICAPS project is just beginning the development of a new “dashboard” specifically for tracking resource conservation- and GHG emission-related efforts across San Mateo County. The new dashboard will include both countywide measures and a common set of measures for which the data will be collected and tracked by cities and the County.

Please provide an hourly rate for supporting the development of the Open Data Portal.

- a. Support for data collection and formatting

Task 4: Monthly RICAPS Collaboration Meetings

In order to coordinate countywide sharing of information and implementation efforts, C/CAG and County staff plan and provide monthly countywide RICAPS working group meetings. The consultant will support the planning process, setting goals and a time line

for the year, based on feedback from the cities and the County, existing projects, and other outside variables, such as availability of resource data. This is accomplished by two (2) one-hour planning meetings and attendance at a three-hour RICAPS meeting per month, or twelve (12) times per year. The consultant will provide additional hours to help coordinate, develop materials, and provide speakers for the meetings.

Please provide an hourly rate for supporting the monthly RICAPS working group meetings.

- a. Support for monthly RICAPS collaboration meetings

Task 5: High Performance and Zero Energy Building Technical Support

Zero Net Energy (ZNE) construction is a strategic goal for the California Public Utilities Commission (CPUC) in coordination with the California building code, for residential by 2020 and commercial by 2030. For the purpose of achieving climate action and workforce development progress in San Mateo County, C/CAG, under the SMCEW, is developing resources for various stakeholders to the construction industry on high performance building design and zero energy concepts. The consultant will support this effort by providing technical and workshop support as C/CAG and County staff develops a ZNE action plan for the cities and the County.

Please provide an hourly rate for providing technical and workshop support for the high performance building, codes, and action plan development.

- a. Support for high performance and zero energy action plan development

Total Cost

C/CAG has a limited budget for annual work on the RICAPS project. Please describe how you will best leverage those funds to provide the best benefit to the jurisdictions in San Mateo County.

Pricing for each task should be provided by hour, city or by calendar year 2016, whichever is suggested in the task description. As noted above, C/CAG may extend an eventual agreement for up to two additional years.

Extension of Pricing for Other Cities or Counties

Proposers are requested to indicate in their firm's proposal if they will extend the pricing, terms and conditions to other government agencies, if the proposer is the successful vendor per Public Contract Code Sections 20118, 20652. If the successful vendor agrees to this provision, participating agencies may enter into a contract with the successful vendor for the purchase of the service and commodities described herein based on the terms, conditions, prices, and percentages offered by the successful vendor to this RFP. Minor changes in terms and conditions may be negotiated by participating agencies for up to two (2) years following the award of this contract.

ATTACHMENT B

SAMPLE AGREEMENT BETWEEN
CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY
AND

This Agreement entered this ____ day of _____, 2016, by and between the City/County Association of Governments of San Mateo County, a joint powers agency, hereinafter called "C/CAG" and _____, hereinafter called "Contractor."

WITNESSETH

WHEREAS, C/CAG is a joint powers agency formed for the purpose of preparation, adoption and monitoring of a variety of county-wide state-mandated plans; and,

WHEREAS, C/CAG is prepared to award funding for _____ for the San Mateo County Energy Watch (SMCEW) Regionally Integrated Climate Action Planning Suite project; and

WHEREAS, C/CAG has acquired multiple bids and determined that Contractor has the requisite qualifications to perform this work.

NOW, THEREFORE, IT IS HEREBY AGREED by the parties as follows:

1. Services to be provided by Contractor. In consideration of the payments hereinafter set forth, Contractor agrees to perform the services described in Exhibit A, attached hereto (the "Services"). All Services are to be performed and completed by December 31, 2016.
2. Payments. In consideration of Contractor providing the Services, C/CAG shall reimburse Contractor based on the cost rates set forth in Exhibit A up to a maximum amount of _____ (\$ _____) for Services provided during the Contract Term as set forth below. The hours stated in Exhibit A are intended to be an estimate of the amount of time Contractor expects to spend on each task. Payments shall be made to Contractor monthly based on an invoice submitted by Contractor that identifies expenditures and describes services performed in accordance with the agreement. C/CAG shall have the right to receive, upon request, documentation substantiating charges billed to C/CAG.
3. Relationship of the Parties. It is understood that Contractor is an Independent Contractor and this Agreement is not intended to, and shall not be construed to, create the relationship of agent, servant, employee, partnership, joint venture or association, or any other relationship whatsoever other than that of Independent Contractor.
4. Non-Assignability. Contractor shall not assign this Agreement or any portion

thereof to a third party.

5. Contract Term. This Agreement shall be in effect as of _____ and shall terminate on _____; provided, however, C/CAG may terminate this Agreement at any time for any reason by providing 30 days' notice to Contractor. Termination shall be effective on the date specified in the notice. In the event of termination under this paragraph, Contractor shall be paid for all Services provided to the date of termination.

5. Hold Harmless/ Indemnity: Contractor shall indemnify and save harmless C/CAG from all claims, suits or actions to the extent caused by the negligence, errors, acts or omissions of the Contractor, its agents, officers or employees related to or resulting from performance, or non-performance under this Agreement.

The duty to indemnify and save harmless as set forth herein, shall include the duty to defend as set forth in Section 2778 of the California Civil Code.

7. Insurance: Contractor or any subcontractors performing the services on behalf of Contractor shall not commence work under this Agreement until all Insurance required under this section has been obtained and such insurance has been approved by the C/CAG Staff. Contractor shall furnish the C/CAG Staff with Certificates of Insurance evidencing the required coverage and there shall be a specific contractual liability endorsement extending the Contractor's coverage to include the contractual liability assumed by the Contractor pursuant to this Agreement. These Certificates shall specify or be endorsed to provide that thirty (30) days notice must be given, in writing, to C/CAG of any pending change in the limits of liability or of non-renewal, cancellation, or modification of the policy. Such Insurance shall include at a minimum the following:

Workers' Compensation and Employer Liability Insurance: Contractor shall have in effect, during the entire life of this Agreement, Workers' Compensation and Employer Liability Insurance providing full statutory coverage.

Liability Insurance: Contractor shall take out and maintain during the life of this Agreement such Bodily Injury Liability and Property Damage Liability Insurance as shall protect C/CAG, its employees, officers and agents while performing work covered by this Agreement from any and all claims for damages for bodily injury, including accidental death, as well as any and all operations under this Agreement, whether such operations be by the Contractor or by any subcontractor or by anyone directly or indirectly employed by either of them. Such insurance shall be combined single limit bodily injury and property damage for each occurrence and shall be not less than \$1,000,000 unless another amount is specified below and shows approval by C/CAG Staff.

Required insurance shall include:

	Required Amount	Approval by C/CAG Staff if under \$1,000,000
a. Comprehensive General Liability	\$ 1,000,000	_____
b. Workers' Compensation	\$ Statutory	_____

C/CAG and its officers, agents, employees and servants shall be named as additional insured on any such policies of insurance, which shall also contain a provision that the insurance afforded thereby to C/CAG, its officers, agents, employees and servants shall be primary insurance to the full limits of liability of the policy, and that if C/CAG, or its officers and employees have other insurance against a loss covered by such a policy, such other insurance shall be excess insurance only.

In the event of the breach of any provision of this section, or in the event any notice is received which indicates any required insurance coverage will be diminished or canceled, the C/CAG Chairperson, at his/her option, may, notwithstanding any other provision of this Agreement to the contrary, immediately declare a material breach of this Agreement and suspend all further work pursuant to this Agreement.

8. Non-discrimination. The Contractor and any subcontractors performing the services on behalf of the Contractor shall not discriminate or permit discrimination against any person or group of persons on the basis or race, color, religion, national origin or ancestry, age, sex, sexual orientation, marital status, pregnancy, childbirth or related conditions, medical condition, mental or physical disability or veteran's status, or in any manner prohibited by federal, state or local laws.
9. Compliance with All Laws. Contractor shall at all times comply with all applicable laws and regulations, including without limitation those regarding services to disabled persons, including any requirements of Section 504 of the Rehabilitation Act of 1973.
10. Substitutions: If particular people are identified in this Agreement as providing services under this Agreement, the Contractor will not assign others to work in their place without written permission from C/CAG. Any substitution shall be with a person of commensurate experience and knowledge.
11. Sole Property of C/CAG. Work products of Contractor which are delivered under this Agreement or which are developed, produced and paid for under this Agreement, shall be and become the property of C/CAG. Contractor shall not be liable for C/CAG's use, modification or re-use of products without Contractor's participation or for purpose other than those specifically intended pursuant to this

Agreement.

12. Access to Records. C/CAG, or any of their duly authorized representatives, shall have access to any books, documents, papers, and records of the Contractor which are directly pertinent to this Agreement for the purpose of making audit, examination, excerpts, and transcriptions.

The Contractor shall maintain all required records for three years after C/CAG makes final payments and all other pending matters are closed.

13. Merger Clause. This Agreement, including Exhibit A attached hereto and incorporated herein by reference, constitutes the sole agreement of the parties hereto with regard to the matters covered in this Agreement, and correctly states the rights, duties and obligations of each party as of the document's date. Any prior agreement, promises, negotiations or representations between the parties not expressly stated in this document are not binding. Any subsequent modifications must be in writing and signed by the parties. In the event of a conflict between the terms, conditions or specifications set forth herein and those in Exhibit A attached hereto, the terms, conditions or specifications set forth herein shall prevail.
14. Governing Law. This Agreement shall be governed by the laws of the State of California, without regard to its choice of law rules, and any suit or action initiated by either party shall be brought in the County of San Mateo, California.
15. Notices. All notices hereby required under this agreement shall be in writing and delivered in person or sent by certified mail, postage prepaid and addressed as follows:

City/County Association of Governments of San Mateo County
555 County Center, 5th Floor
Redwood City, CA 94063
Attention: Kim Springer

Notices required to be given to contractor shall be addressed as follows:

Name
Address
City, State, Zip
Attention:

IN WITNESS WHEREOF, the parties hereto have affixed their hands on the day and year first above written.

(Contractor)

By _____ Date _____

City/County Association of Governments (C/CAG)

By _____ Date _____

C/CAG Chair

C/CAG Legal Counsel

C/CAG AGENDA REPORT

Date: January 20, 2016
To: Resource Management and Climate Protection Committee
From: Kim Springer, County Staff
Subject: Review and Discussion of Proposed Change to Composition of RMCP Committee

(For further information contact Kim Springer at 599-1412)

RECOMMENDATION

Review and discuss proposed change to composition of RMCP Committee.

FISCAL IMPACT

None.

BACKGROUND/DISCUSSION

The C/CAG Board makes final decisions on the composition and membership of C/CAG committees. However, committees' members can give direction to staff before a proposal is delivered to the C/CAG Board.

After review of the 2015 attendance record and existing vacant seats on the RMCP Committee, staff recommends that three of the seats be combined into one seat. The three seats that have been most challenging, from a standpoint of both filling the seats and attendance are: Chamber of Commerce, Small Business and Large Business. Staff is proposing that, since these seats are all related to business, these three seats be combined into one RMCP Committee seat called "Business". Staff proposes that the seat could be filled by either a business or chamber individual.

Staff's rationale for proposing a change in composition to the RMCP Committee is that business employees (especially small business employees), when approached for interest in joining the committee, have shared that it's hard to make the time to attend the meetings. Another concern is that the additional seats have, at times, made it difficult to achieve a quorum.

Another option to combining the three seats into a new seat called "Business" is to simply eliminate the Small Business and Large Business seats and leave the Chamber of Commerce seat intact. Staff will then reach out to chambers of commerce in San Mateo County to find an individual to represent business.

ATTACHMENT

Current RMCP Committee Roster (January 2016)

C/CAG

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

*Atherton • Belmont • Brisbane • Burlingame • Colma • Daly City • East Palo Alto • Foster City • Half Moon Bay • Hillsborough •
Menlo Park • Millbrae • Pacifica • Portola Valley • Redwood City • San Bruno • San Carlos • San Mateo • San Mateo County • South
San Francisco • Woodside*

Resource Management and Climate Protection Committee (June 2014)	
Elected Officials (7)	
Deborah Gordon – Committee Chair Former Mayor/Councilwoman Woodside dcgordon@stanford.edu Work (650) 725-6501	Dave Pine President, Board of Supervisors County of San Mateo dpine@smcgov.org Work (650) 363-4571
Maryann Moise Derwin – Vice-Chair Former Mayor/Councilwoman Portola Valley mderwin@portolavalley.net Home (650) 851-8074 Cell (650) 279-7251	Don Horsley Supervisor County of San Mateo – District 3 dhorsley@smcgov.org 650-363-4569
Pradeep Gupta Councilmember South San Francisco pradeep.gupta@ssf.net Home (650) 892--8495	Vacant
Rick DeGolia Vice Mayor Atherton rdegolia@ci.atherton.ca.us 650-793-2800	
Stakeholder Representatives (8)	
<u>Energy – Ecology Action</u>	Vacant
<u>Water - BAWSCA</u>	Nicole Sandkulla, P.E. CEO and General Manager nsandkulla@bawsca.org (650) 349-3000 Adrienne Carr – Sr. Water Resource Spec. acarr@bawsca.org (650) 349-3000

Resource Management and Climate Protection Committee (June 2014)	
<u>Utility – PG&E</u>	Kathy Lavezzo Senior Account Manager Pacific Gas and Electric Company KOL1@pge.com (650) 598-7267 cell (650) 279-3864
<u>Nonprofit</u>	Robert Cormia Professor, Foothill - De Anza Community College CormiaRobert@foothill.edu (650)747-1588
<u>Large Business</u>	was Facebook
<u>Small Business</u>	was A+ Japanese Auto Repair
<u>Chamber of Commerce</u>	was SMC Hispanic Chamber of Commerce
<u>Environmental</u>	Beth Bhatnagar Board Member Sustainable San Mateo County bethbh@comcast.net (650) 638-2323

<u>RMCP Committee Staff</u>	
<u>C/CAG:</u>	Sandy Wong Executive Director swong@smgov.org (650) 599-1420
<u>County of San Mateo Office of Sustainability:</u>	Kim Springer Resource Conservation Programs Manager kspringer@smcgov.org (650) 599-1412
<u>Climate Corps Bay Area (CCBA) Fellow</u> Adrian Almaguer	<u>CiviSpark Fellow</u> Megan Waters

C/CAG AGENDA REPORT

Date: January 20, 2016
To: Resource Management and Climate Protection Committee
From: Kim Springer, Committee Staff
Subject: Review and Approval of Calendar Year 2016 RMCP Committee Meeting Dates
(For further information contact Kim Springer at 650-599-1412)

RECOMMENDATION

Review and approve RMCP meeting dates for calendar year 2016

FISCAL IMPACT

None

BACKGROUND/DISCUSSION

At the transition of calendar years, the committee reviews and approves the meeting dates for the new calendar year.

The RMCP Committee will continue to meet on the third Wednesday of each month from 2:00 to 4:00 p.m., provided staff has sufficient business to conduct at the meeting. Staff may cancel a meeting or shift a meeting date with notice to the committee and the public. Meetings will continue to be held at either the 155 Bovet Rd., San Mateo location or at County Center in Redwood City based on room availability.

The following are the proposed remaining meeting dates for the RMCP Committee in 2016:

	July 20
February 17	August 17
March 16	September 21
April 20	October 19
May 18	November 16
June 15	December 21

Once approved, staff will send out MS Outlook meeting invitations to committee members and participants.

ATTACHMENTS

None

C/CAG AGENDA REPORT

Date: January 20, 2016
To: Resource Management and Climate Protection Committee
From: Adrienne Carr, BAWSCA, RMCP Committee Member
Subject: Update on Current Water Supply and Drought Conditions
(For further information contact Kim Springer at 650-599-1412)

RECOMMENDATION

Receive an update on current water supply and drought conditions.

FISCAL IMPACT

None

BACKGROUND/DISCUSSION

California's historic drought has not ended, so the Bay Area Water Supply and Conservation Agency (BAWSCA), which represents the 26 wholesale customers of the San Francisco Regional Water System, is working with its member agencies to track water use, ongoing drought conditions, and progress towards mandatory water use reduction goals.

BAWSCA staff has been providing short updates of water supply conditions, monthly, to the RMCP Committee. The most recent update was at the October 2015 meeting. BAWSCA staff will provide an update again at this meeting on the current water supply outlook, conservation performance, the potential for El Niño to bring drought relief, and other topics.

Adrienne Carr, Senior Water Resources Specialist, will provide an update on current water supply and drought conditions.

ATTACHMENTS

None