

# 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*

### Agenda

#### Resource Management and Climate Protection Committee (RMCP)

**Date:** Wednesday, February 17, 2016

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

**Location:** 555 County Center – 5<sup>th</sup> Floor Conference Room 1  
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 on Climate Action Planning and Implementation Technical Support for 2016  
(Kim Springer – Committee Staff) Information, Discussion
6. Review and Recommendation on Proposed Change to Composition of RMCP Committee  
(Kim Springer – Committee Staff) Action
7. Review and Approval of Calendar Year 2016 RMCP Committee Meeting Dates  
(Kim Springer – Committee Staff) Action
8. Presentation on Multiple Approaches to Address Upward Trend in Building Plug Load  
(Kari Binley – PG&E) Information, Discussion
9. Update on Current Water Supply and Drought Conditions  
(Adrienne Carr - BAWSCA staff) Information, Discussion
10. Committee Member Updates
11. Next Regular Meeting Date: (proposed) March 16, 2016

**C/CAG**  
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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 3<sup>rd</sup> 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

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:** February 17, 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)

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## **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.

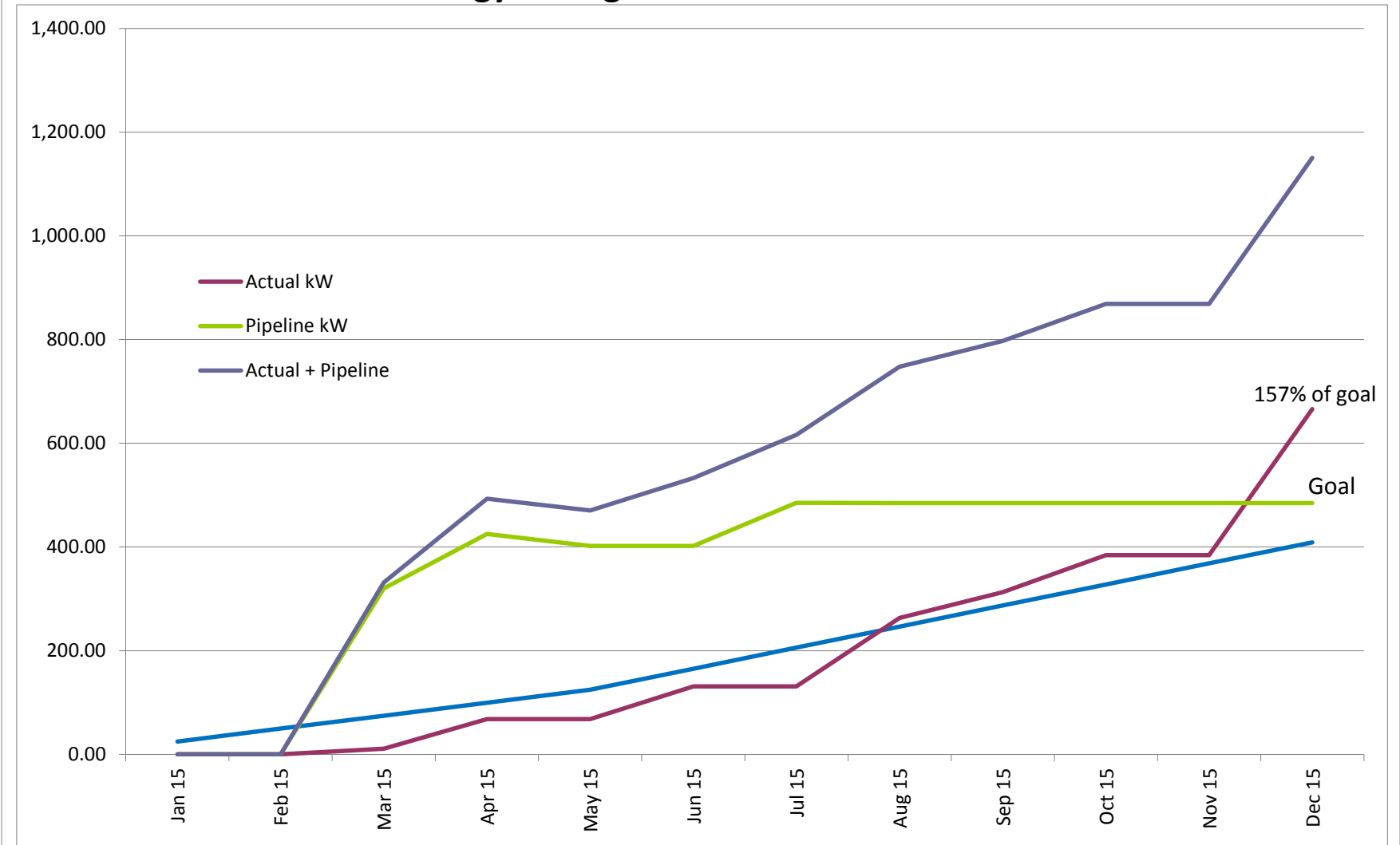
Staff will provide a presentation of outcomes for the 2015 program cycle. SMCEW energy savings charts, updated through December 2015 are provided for your review as attachments to this staff report.

**ATTACHMENT**

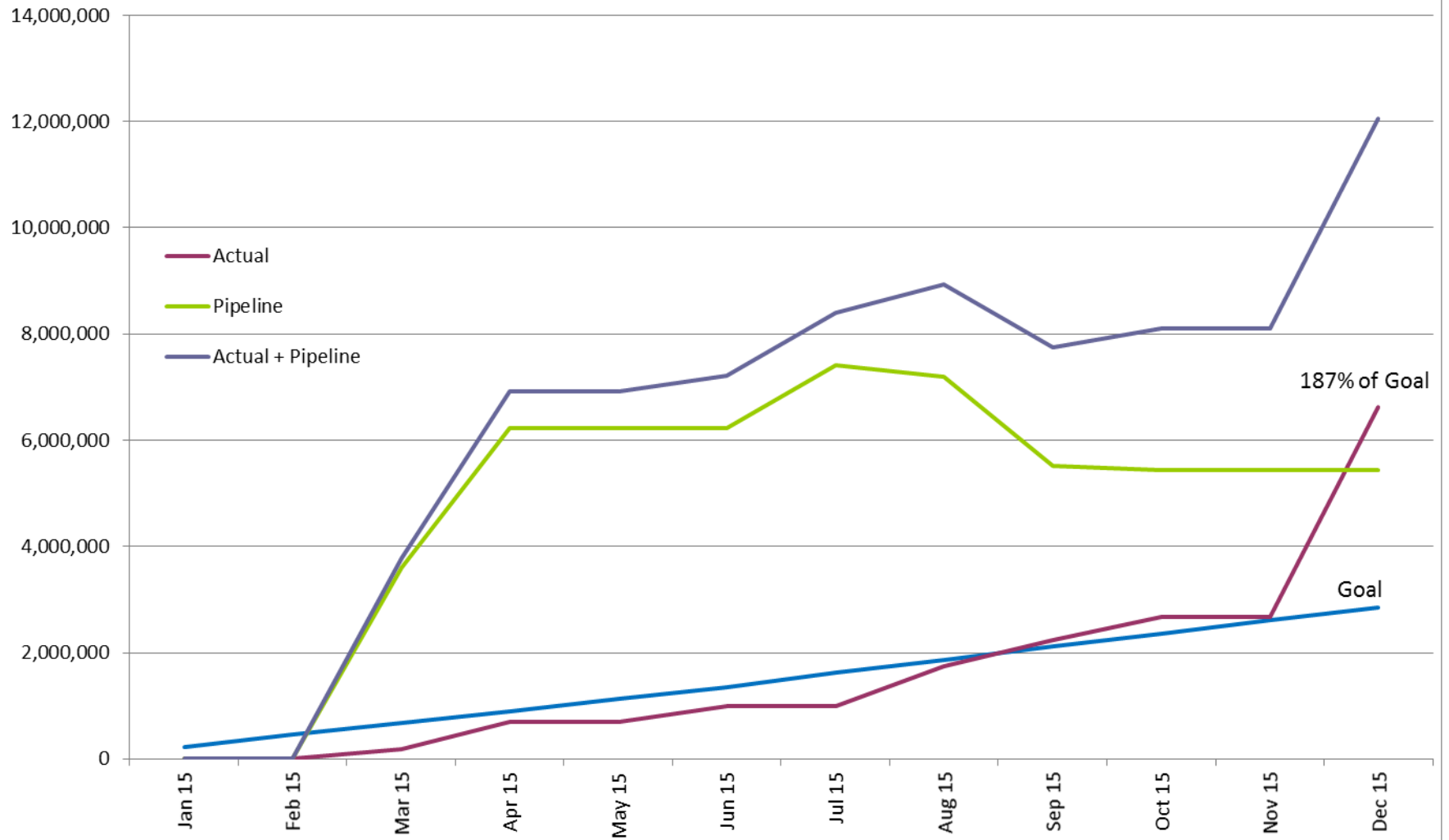
San Mateo County Energy Watch Calendar Year 2015 Energy Savings



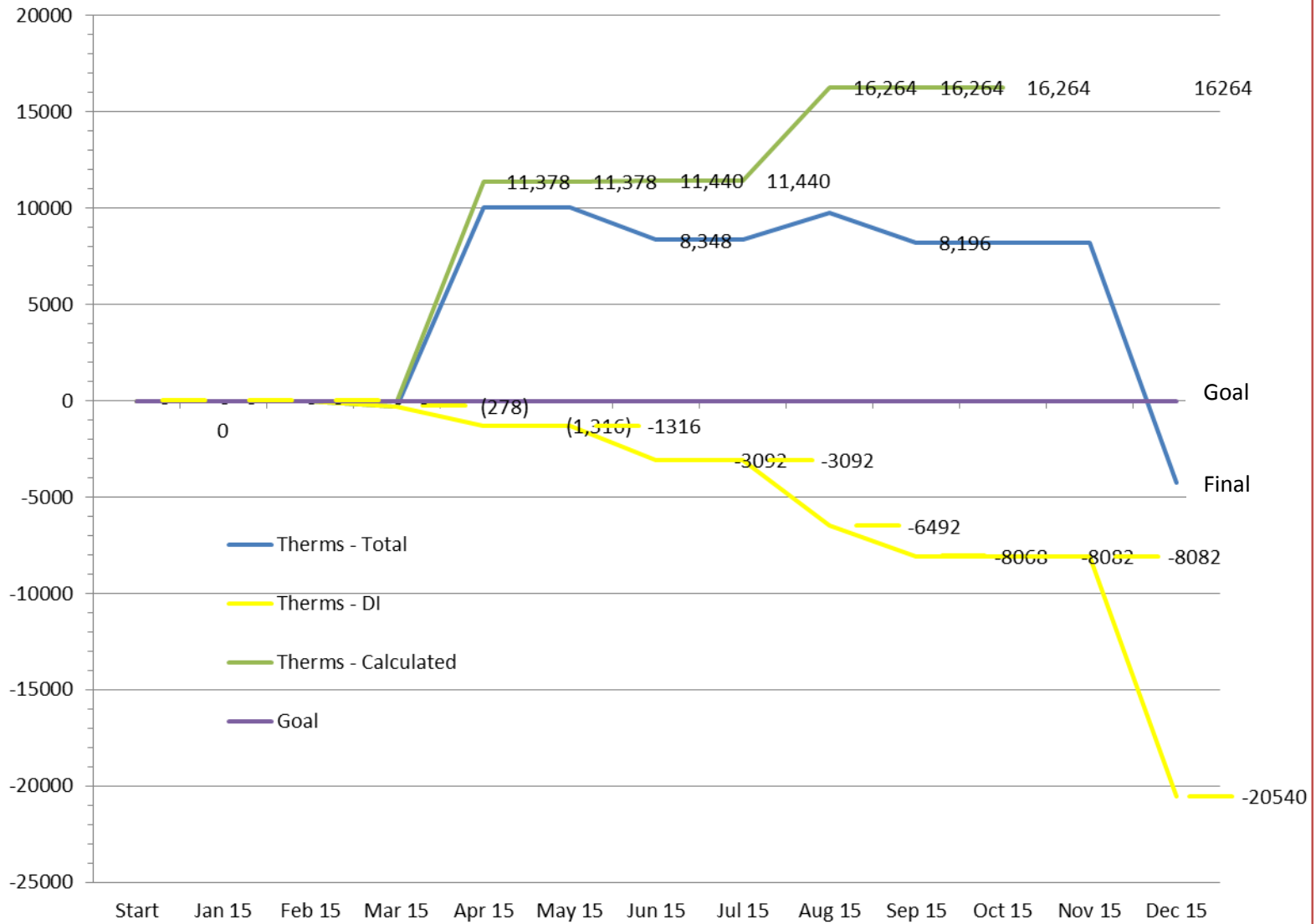
## San Mateo County Energy Watch 2015 Energy Savings - kW Goal vs. Achieved



## 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:** February 17, 2016  
**To:** Resource Management and Climate Protection Committee  
**From:** Kim Springer, County staff to RMCP Committee  
**Subject:** Presentation on Climate Action Planning and Implementation Technical Support for 2016

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

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## **RECOMMENDATION**

Receive a presentation on climate action planning and implementation technical support for 2016.

## **FISCAL IMPACT**

None.

## **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 for an outside contractor 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 was taken to the C/CAG Board on February 11, 2016 for execution.

The scope of work cover the climate action planning technical and implementation support to be provided to SAMC cities and the County in calendar year 2016 (and perhaps two additional calendar years).

Staff will present the scope of work to the RMCP Committee. The final contract document (unsigned) is provided as an attachment to this staff report.

### **ATTACHMENT**

RICAPS Climate Action Planning and Implementation Technical Support Agreement

AGREEMENT BETWEEN  
CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY  
AND  
DNV GL

This Agreement entered this \_\_\_\_ day of February, 2016, by and between the City/County Association of Governments of San Mateo County, a joint powers agency, hereinafter called “C/CAG” and DNV GL, hereinafter called “Contractor.”

W I T N E S S E T H

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 climate action planning technical assistance to cities in San Mateo County, the County, and to C/CAG in support of the Countywide Transportation CAP; and

WHEREAS, C/CAG has determined that Contractor has the requisite qualifications to perform this work, consistent with the C/CAG procurement policy.

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 January 31, 2017.
2. Payments. In consideration of Contractor providing the Services, C/CAG shall reimburse Contractor on a time and materials basis based on the cost rates set forth in Exhibit A up to a maximum amount of one hundred forty five thousand dollars (\$145,000) for Services provided during the Contract Term as set forth below. 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 without advance consultation and approval from C/CAG.
5. Contract Term. This Agreement shall be in effect as of February 1, 2016 and shall terminate on January 31, 2017; provided, however, C/CAG may terminate this Agreement at any time for any reason by providing 30 days' notice to Contractor. Termination to 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. Either party shall have the right to terminate this Agreement and/or any Task Order should the other party default in its obligations under this Agreement and either fail to correct such default within ten (10) days after receipt of written notice specifying same, or, if the default is not curable within such time, fail to take the reasonable and necessary steps to begin to cure the default.
6. Hold Harmless/ Indemnity: Contractor shall indemnify and save harmless C/CAG from all third party claims, suits or actions for death, bodily injury and direct property damage to the extent caused by the negligence of the Consultant, 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.

In no event shall either party be liable to the other for any indirect, consequential, exemplary, special, incidental or punitive damages including, without limitation, lost profits or revenues even if such damages are foreseeable or the damaged party has been advised of the possibility of such damages.

7. Hold Harmless/ Indemnity: Contractor shall indemnify and save harmless C/CAG from all third party claims, suits or actions for death, bodily injury and direct property damage to the extent caused by the negligence of the Consultant, its agents, officers or employees related to or resulting from performance, or non-performance under this Agreement.

The duty of the parties 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.

8. 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 sub-contractor 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 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.

9. Compliance with PG&E Contracts. The Contractor HAS BEEN PROVIDED A COPY OF THE C/CAG Local Government Partnership Agreement between C/CAG and PG&E, AND AGREES TO comply with all contract requirements contained THEREIN WITH REGARD TO THE requirements for CONTRACTORS AND subcontractors, specifically including Data Security, Background Checks, Confidentiality and Data Security, Customer Satisfaction, and Escalation of Complaints and Safety.



10. 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 of 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.
11. 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.
12. Substitutions: If particular people are identified in this Agreement are 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.
13. 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. Contractor shall retain and may use the general knowledge acquired as a result of its creation of the work product or the performance of services hereunder, for its general reference, enhancement of its technical capabilities, and for other purposes. All information and material which was owned by Contractor prior to this Agreement and used by Contractor in the performance of the Agreement shall remain the property of Contractor whether or not such information or material was incorporated in or used to produce any of the work products delivered under this Agreement.
14. 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.

15. 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.

16. Governing Law. This Agreement shall be governed by the laws of the State of California and any suit or action initiated by either party shall be brought in the County of San Mateo, California.
17. 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, 5<sup>th</sup> Floor – DPW155  
Redwood City, CA 94063  
Attention: Kim Springer

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

DNL GL  
155 Grand Avenue, Suite 500  
Oakland, CA 94612  
Attention: Karin Corfee, Director

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

DNV GL (Contractor)

By \_\_\_\_\_ Date \_\_\_\_\_

City/County Association of Governments (C/CAG)

By \_\_\_\_\_ Date \_\_\_\_\_  
Mary Ann Nihart, C/CAG Chair

C/CAG Legal Counsel  
Approved as to Form:

By \_\_\_\_\_

**Exhibit A - Scope of Work**

**RICAPS Climate Action  
Planning and  
Implementation Technical  
Support**

**City/County Association of Governments of San Mateo  
County**

**January 14, 2016**



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1.5 Task 5 High Performance and Zero Energy Building Technical Support

### 2. COST ESTIMATE

2.1 Task by Task Cost Estimates

2.2 Total Cost Estimate

## **Project Approach**

DNV GL presents a comprehensive vision and actionable approach for the City/County Association of Governments (C/CAG) to support the San Mateo County jurisdictions to continue its leadership in sustainability and climate action planning. Our approach is for the Regionally Integrated Climate Action Planning Suite (RICAPS) Climate Action Planning and Implementation Technical Support project to provide the catalyst for countywide innovation around sustainability and leverage the collective wisdom of the C/CAG member agencies. DNV GL will provide technical and strategic support to shape a program and syllabus for 2016 that elevates existing climate sustainability initiatives through targeted technical assistance, industry best practices, open data, and peer-to-peer knowledge sharing and support.

This scope of work is designed to build upon the services, tools and templates developed to date by DNV GL and assist the RICAPS program to deliver superior sustainability and climate planning services for local jurisdictions county-wide. Key initiatives for 2016 include climate action progress tracking (open data portal), greenhouse gas inventories, zero net energy strategic planning and updates to climate action plans for 2030 and beyond.

## **Task 1: Climate Action Plan Technical Support**

As of December 2015, 18 jurisdictions (17 cities and the County) have draft climate action plans, with 11 formally adopted. To support RICAPS program goals for all jurisdictions to complete climate action plans, DNV GL has been providing technical assistance to all three remaining cities who are actively working on the draft climate action plans now: towns of Atherton, and cities of San Bruno and Half Moon Bay. Furthermore, DNV GL has assisted many of the jurisdictions with draft CAPs, including the cities of Millbrae, Belmont, and Portola Valley. DNV GL will use our relationship and history working with each of these cities to follow up and address the barriers to finalizing the CAPs for Council adoption.

Additionally, several jurisdictions are interested in CAP updates and assistance with new or updated CAP measures in order to set new GHG reduction goals for 2030. These jurisdictions include Menlo Park, San Carlos, and unincorporated County, and potentially others. DNV GL will provide support to these jurisdictions to develop updated CAPs using the RICAPS tools, including reviewing the GHG inventory update results and how to incorporate into the CAP updates for future years such as 2030 and 2050.

Based on our 10 years experience developing climate action plans in California, cities need the most help in communicating the purpose of the climate action plan to stakeholders, and technical assistance related to the GHG emissions baseline, emissions forecast and reduction target, and selecting and analyzing the emission reduction measures appropriate for their jurisdiction. Sometimes, cities also need assistance understanding how to customize the CAP Template with their GHG savings results. Because we have worked with all San Mateo County jurisdictions since the beginning of the RICAPS program, DNV GL understands the unique needs of each C/CAG member agency. This understanding enables DNV GL to efficiently and effectively facilitate climate planning

with member jurisdictions, identify synergies between cities and build staff capacity countywide. As part of this task, DNV GL will also work with C/CAG and the member agencies to develop new measures or updated measure worksheets for the RICAPS Menu of Measures. The Menu of Measures was originally developed in 2010 and 2011 by DNV GL, and independently reviewed and vetted by the Bay Area Air Quality Management District (BAAQMD) and Pacific Gas & Electric (PG&E). In the past several years, DNV GL has created additional measure worksheets to support cities in developing their CAPs. These additional measure worksheets include community choice energy (CCE), residential energy conservation ordinance (RECO), greywater readiness ordinances, Safe Routes to Schools (SR2S) and local foods/farmers markets, to name a few. DNV GL will work with C/CAG to review emissions factors, assumptions and assess the availability of updated data sources. RICAPS measures which probably need to be updated include the green building/CALGreen measures and energy efficiency incentive programs to incorporate the availability of new incentive programs and zero net energy goals.

#### **Technical Assistance Deliverables**

The following deliverables will be completed and customized for jurisdictions developing their climate action plans:

- GHG Forecast and Reduction Target tool
- Menu of Measures: select and analyze emission reduction measures
- Review of CAP documents prepared by each city
- Facilitate meetings with city staff and stakeholder, including one City Council meeting

For cities with draft climate action plans, this task includes:

- Conference calls and technical assistance (e.g., those with questions about updating the climate action plan, or assistance with revisions/initial study/negative declarations or bringing the CAP to City Council for adoption).
- Updated GHG analysis and revisions to CAP measures as needed

Updates and revisions to Menu of Measures:

- Formally incorporate additional CAP measure worksheets into updated Menu of Measures
- Review and update emissions factors, assumptions and methodologies for specific measures.

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

Community-Scale GHG Emission Inventories

On behalf of the RICAPS program, DNV GL will provide community-wide greenhouse gas (GHG) inventory updates to each of the 21 jurisdictions in San Mateo County for the year 2014. DNV GL



has already customized the 2010-2013 inventories to be consistent with each city's baseline GHG inventories for 2005. While the County had previously facilitated 2005 community GHG baseline inventories for all jurisdictions, some cities have since updated their baseline inventories as part of their CAP planning activities utilizing updated methodologies.

Due to the time lag in data availability for completing community GHG inventories, DNV GL only completed the 2011-2013 community GHG inventories for all 21 jurisdictions in San Mateo County in the last program year. Furthermore, during review of the 2011-2013 PG&E data, DNV GL noticed that Unincorporated County and Woodside energy data showed questionable and dramatic fluctuations. For example, PG&E's data for Woodside showed a 1,300% increase in "District" (PG&E category) gas consumption from 2010 to 2011 and a 90% decrease in "District" electricity consumption from 2012 to 2013. PG&E's data for Unincorporated County showed a 50% decrease in "Non-Government" (PG&E category) gas consumption from 2011 to 2012. PG&E has acknowledged these data issues and DNV GL has been working with PG&E to resolve the problem. Since much of the community GHG inventory data has already been collected for all 21 jurisdictions for 2014, DNV GL's proposed scope of work focuses on integrating the energy data from PG&E and water consumption data from various water districts for 2014, as well as quality control and assurance activities. DNV GL has been in close communication with PG&E regarding the 2014 electricity and natural gas community data, which should be released in early 2016. Furthermore, BAWSCA's FY 2014-2015 Annual Survey is scheduled to be released in May of 2016 and contains the data necessary to complete calculations for the 2014 calendar year water consumption for the water districts that serve San Mateo County.

Previous GHG inventory updates for 2010-2013 were completed in compliance with the U.S. Protocol for Community-scale Greenhouse Gas Emissions, the LGOP, and the BAAQMD CEQA Guidance and GHG Plan Level Guidance.<sup>1</sup> However, some customization was provided to individual jurisdictions based on their individual 2005 baseline methodologies. For instance, some changes were made to standard assumptions (e.g., use of Caltrain ridership rather than Caltrain miles of track) to better match each jurisdiction's 2005 baseline GHG emissions inventory. Furthermore, a few jurisdictions chose to use origin-destination for transportation emissions based on their 2005 inventory, while other jurisdictions used in-boundary method.

Because we have worked closely with each jurisdiction in San Mateo County for the past five years, DNV GL is uniquely positioned to efficiently provide updated annual community-wide GHG emissions inventories in a manner consistent with each city's preferred methodology for emissions accounting. Furthermore, in some cases, staff turnover in individual cities has resulted in some loss in institutional knowledge making it especially critical and important for DNV GL to assist cities with understanding the data sources and approach used for consistent GHG data tracking.

Each jurisdiction will receive the data in an Excel workbook, which will include an overview of the city's emissions trend since their baseline year 2005.

<sup>1</sup> Prepared by the Bay Area Air Quality Management District (BAAQMD); available at: <http://www.baaqmd.gov/Divisions/Planning-and-Research/CEQA-GUIDELINES/Tools-and-Methodology.aspx>

### **Community GHG Inventory Deliverables**

- Draft and final Excel workbook of community-wide GHG inventory data for 2014 for 21 jurisdictions in San Mateo County, including summary of emissions trend from 2005, 2010-2014.

### **Additional optional task that may add value**

- The base cost proposal only includes an Excel workbook including the calculations, assumptions and data sources. Some cities may find it valuable to have an updated GHG inventory report for 2014 in Word document format providing narrative on the 2014 inventory results.

### **Government Operations GHG Emission Inventories**

On behalf of the RICAPS program, DNV GL will also provide technical assistance to jurisdictions to complete a government operations GHG inventory related to government operations (e.g., city-owned facilities, city-paid utility bills, fleet vehicles, etc). DNV GL will develop customized Excel data collection templates for each city to use in its data collection efforts.

The customized templates will be based on each city's previous government operations GHG inventory (e.g., 2005 or 2010) and include the necessary data fields (e.g., related to wastewater treatment plant (if any), type of fleet data previously obtained, list of buildings, etc.

Our overall approach to assisting the jurisdictions is to develop customized tools and templates, and be available for questions and technical assistance, support and training; with city staff completing the bulk of the work needed to collect the data and follow up with the necessary contacts to obtain and compile the actual data. DNV GL will coordinate with C/CAG and individual City staff to work with PG&E to collect the necessary data for the cities. DNV GL will assist with parsing out the data for each city.

DNV GL will provide general training to the participating jurisdictions on how to write an inventory update report, utilizing previous inventory reports as a template. Each jurisdiction will customize the template and add their jurisdiction-specific results to produce final government operations GHG update report.

Finally, DNV GL will provide individualized technical assistance to answer questions from jurisdictions and provide recommended assumptions/calculation methodologies and data sources, where needed. These "working" or "study" sessions may also be provided as part of the monthly RICAPS meetings as part of Task 4, or separately.

### **Government Operations GHG Inventory Deliverables**

- Customized government operations GHG inventory data collection Excel templates
- Assistance with employee commute surveys
- Answer questions related to the template and provide additional support as needed.

## **Task 3: Progress Tracking and Open Data Portal**

The overall objective of the progress tracking and open data portal task is to raise awareness and

urgency in climate mitigation programs and policies with elected officials, city staff and the public. This task will also celebrate successes achieved by individual jurisdictions and facilitate the identification of best practices for other agencies to emulate. The RICAPS program seeks to help cities to communicate their achievements in a consistent and cost-effective manner, including developing standard graphics, infographics, charts and information that can be easily embedded on individual city websites.

To support cities and the public in tracking progress on GHG emissions reductions across the County, DNV GL previously helped to identify a set of inventory metrics and CAP progress indicators to be posted on the county's Open Data Portal. DNV GL has worked with key staff from the County's Information Services Department (ISD) and offers a seamless transition to immediately ramp up activities to support ISD and C/CAG to meet its deadlines for launching the Open Data Portal.

DNV GL will support the RICAPS program by providing the inventory metrics data to the county's data team to be posted on the new dashboard. Furthermore, DNV GL will also assist with the CAP progress indicators, as identified previously in 2015, with a focus on the highest priority (Priority 1) CAP progress indicators. DNV GL has already worked with C/CAG to identify data typology available from PG&E, the County and will also work with Sustainable San Mateo County (SSMC) to identify the data tracked as part of their annual indicators project to achieve cost efficiencies. Where possible, DNV GL will help identify data sources and organize the results, based on input from the cities.

DNV GL will also help advise on how the information should be displayed and some suggested narrative language around any embedded graphics for city websites. Based on our experience with ICLEI's ClearPath tool, and other GHG accounting tools like Hara and thinkstep's SoFi, DNV GL is uniquely positioned to help avoid the pitfalls of previous efforts and leverage the expertise and resources of ISD to meet the goals of the RICAPS program.

#### **Progress Tracking and Open Data Portal Deliverables**

- Participate in up to four planning meetings with county staff
- Assist with data compilation and formatting of data.

### **Task 4: Monthly RICAPS Collaboration Meetings**

On behalf of RICAPS, DNV GL will continue to provide strategic support and assistance with facilitating monthly meetings to support peer-to-peer knowledge sharing and technical best practices for climate action planning and implementation. While DNV GL assumes these meetings will be primarily held as webinars, with four in-person meetings planned in 2016, our team can accommodate alternate formats. The purpose of these meetings is three-fold:

1. To provide training and technical assistance related to climate planning, tracking and implementation.
2. To enable information sharing and peer-to-peer learning amongst the San Mateo County jurisdictions.

3. To encourage regional collaboration in regards to energy and emission reduction activities.

A key benefit of the monthly meetings is providing a forum for city staff to come together in a format similar to the Urban Sustainability Director's Network (USDN) to share information, best practices, and lessons learned in relation to developing and implementing their climate action plans. DNV GL will use its industry relationships with leading local government climate programs to help convene speakers around timely topic areas and to facilitate discussions amongst San Mateo County jurisdictions to coordinate and advance local sustainability initiatives.

DNV GL will work with C/CAG staff to identify speakers, facilitate coordination calls amongst speakers, and put together the agendas and presentation templates for the meetings. DNV GL will participate in planning calls, develop a syllabus or curriculum for the year, and provide input on specific meeting topics. Based on our extensive and long history working in San Mateo County, we are intimately familiar with past RICAPS monthly meeting topics and how to develop meeting agenda that introduces new climate planning ideas and concepts while building upon the foundation of past meetings.

#### **Monthly RICAPS Collaboration Meeting Deliverables**

- Develop draft 2016 syllabus of RICAPS meeting topics and objectives, including setting goals and a time line
- Attendance and assistance in leading monthly RICAPS working group meetings (assume 11 meetings in 2016; with four in-person and seven by webinar)
- Attend and participate in RICAPS monthly strategic planning sessions, provide to C/CAG monthly progress reports, tracking sheets, and other reports as needed.

## **Task 5: High Performance and Zero Energy Building Technical Support**

On behalf of the RICAPS program, DNV GL will support C/CAG and County staff to support high performance buildings and zero net energy goals for the county. DNV GL will provide technical assistance with zero net energy (ZNE) action plans for cities focused on workforce development, training, and advancing high performance public buildings and privately developed buildings. DNV GL can provide a range of services, including working with design teams for public buildings to explore different high performance design strategies, developing fact sheets, assisting with trainings and workshops with building officials.

For the past decade, DNV GL has worked with over a dozen cities to develop green building ordinances and reach codes. Our team will leverage this experience to assist C/CAG member agencies to identify their own commitments and priority initiatives to advance high performance buildings countywide. While DNV GL could provide building specific simulation modeling and design charrettes, this is not included in this scope of work.

## High Performance and Zero Energy Building Support Deliverables

- Targeted technical assistance related to building specific ZNE strategies, including example ZNE action plans templates, models, ordinances, etc.
- Technical and workshop support related to ZNE action planning for cities and the County

## Schedule

Below, we provide a project schedule (timeline) of key project milestones in Table 1. One of the immediate tasks is to develop a draft RICAPS syllabus of topics for 2016. We also propose a “deadline” for cities to sign up for 2015 government operations GHG inventories assistance.

**Table 1. Proposed Project Schedule (Timeline) for 2016 Calendar Year**

	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<b>Task 1: Climate Action Plan Technical Support</b>											
Ongoing technical support related to climate action plans	Including meetings with city staff, stakeholders										
Target date to complete all draft CAPs							X				
Target dates for formal CAP adoption											
<b>Task 2: Community-Scale and Government Operations GHG Emission Inventories</b>											
Draft community GHG inventory results for 21 jurisdictions				X							
<i>review and comment period by individual jurisdictions</i>											
Final community GHG inventory results for 21 jurisdictions									X		
Identify commitments for 2015 government ops inventories		X									
Customized municipal GHG inventory data collection Excel templates			X								
<i>data collection by individual jurisdictions (DNV GL to assist)</i>											
Assistance with employee commute surveys											
Draft government operations GHG inventories								X			
Review and finalize government operations GHG inventories										X	
<b>Task 3: Progress Tracking and Open Data Portal</b>											
Participate in up to four planning meetings with county staff											
Assist with data compilation, format data, infographics											
Outreach to cities to update results on city websites											
<b>Task 4: Monthly RICAPS Collaboration Meetings</b>											
Draft syllabus of topics for 2016	X										
Webinar RICAPS collaboration meetings	X		X	X		X	X		X	X	
In-person RICAPS collaboration meetings		X			X			X			X
Assistance RICAPS monthly strategic planning sessions											
<b>Task 5: High Performance and Zero Energy Building Technical Support</b>											
Ongoing technical support											

## Cost Estimate

In this section, we outline the proposed costs associated with the above scope of work, on a task-by-task basis, inclusive of reimbursable expenses. The DNV GL team proposes to perform the work on a time and material (T&M) basis with a proposed not-to-exceed of \$145,000. Table 2 provides the proposed hourly rates for the DNV GL staff identified for this project that will be applicable for all project tasks.

**Table 2. Staff Hourly Rates**

Classifications	DNV GL Staff	Hourly Rate
Principal Consultant	Sonia Punjabi	\$190
Senior Consultant	Betty Seto Douglas Kot	\$180
Senior Engineer	Celia King-Scott	\$165
Senior Analyst	Ben Butterworth	\$125

Having worked with C/CAG for the past five years, we understand that limited funds are available for the RICAPS project. We seek to meet the needs of C/CAG and the RICAPS program, and are committed to finding mutually agreeable budget and rates.

Furthermore, if we are the successful vendor, DNV GL is willing to extend the pricing, terms and conditions to other government agencies per Public Contract Code Sections 20118, 20652.

## Task by Task Cost Estimates

The cost estimates provided in this section are based on our past experience working with individual cities and the County. For Task 1, the cities of Atherton, Half Moon Bay and San Bruno are the primary cities developing draft climate action plans. The estimated hours are focused on finalizing CAP measure selection, update GHG emission forecasts for 2020 and beyond, estimate GHG emissions savings, facilitate stakeholder meetings (including Council Study Sessions and public hearings) and provide review of the climate action plan itself.

**Table 3. Detailed Breakdown for Tasks 1 and 2**

Task Activities	Estimated hours	Total cost
<b>Task 1: Climate Action Plan Technical Support</b>		
(a) Completion of 1 new CAP using RICAPS tools (per City)	50	\$8,000
(b) Updating of 1 existing CAP (per City)	40	\$6,400
(c) Creation of 1 new measure in RICAPS workbook	6	\$960
(d) Update of 1 existing measure in RICAPS workbook	4	\$640

<b>Task 2: Community-Scale and Government Operations GHG Emissions Inventories</b>		
<b>(a) Community-scale inventory (1 City)</b>	8	\$1,280
<b>(b) Community-scale inventory (all 21) and countywide roll-up</b>	168	\$26,880
<b>(c) Government operations (1 City)</b>	17	\$2,720

The above estimated hours and total cost is based on an estimated blended hourly staff rate of \$160. The RFP request, the specific hourly rates for Tasks 3, 4 and 5 are shown previously in Table 2.

## Total Cost Estimate

Below we provide our total cost estimate for the 2016 calendar year. Note that DNV GL is able to target funds to provide technical assistance with no time wasted on transition or review of past work products to come up to speed on the status of climate planning. Our established relationships with all key stakeholders enables DNV GL to immediately re-launch and continue work from previous years with an understanding of each city's needs, culture and past efforts.

**Table 4. Proposed Project Budget**

<b>Project Tasks</b>	<b>Number (Units)</b>	<b>Cost per Unit</b>	<b>Hours per Unit</b>	<b>Total cost</b>
<b>Task 1: Climate Action Plan Technical Support</b>				
<b>Complete new climate action plans (CAPs)</b>	3 cities	\$ 8,000	50	\$ 24,000
<b>Update existing climate action plans (CAPs)</b>	2 cities	\$ 6,400	40	\$ 12,800
<b>Create new measures for RICAPS Menu of Measures</b>	2 measures	\$ 960	6	\$ 1,920
<b>Update existing measures in RICAPS Menu of Measures</b>	4 measures	\$ 640	4	\$ 2,560
<b>Total Task 1</b>				<b>\$ 41,280</b>
<b>Task 2: Community-scale and Government Operations GHG inventories</b>				
<b>Complete community-scale GHG inventory</b>	21 jurisdictions	\$ 1,280	8	\$ 26,880
<b>County-wide roll-up of emissions for 2014</b>	1 county	\$ 960	6	\$ 960
<b>Data template and assistance for government operations inventory</b>	10 jurisdictions	\$ 2,720	17	\$ 27,200
<b>Total Task 2</b>				<b>\$ 55,040</b>
<b>Task 3: Progress Tracking and Open Data Portal</b>				
<b>Participate in additional planning meetings</b>	4 meetings	\$ 320	2	\$ 1,280

Project Tasks	Number (Units)	Cost per Unit	Hours per Unit	Total cost
Assist with data compilation and formatting	1	\$ 3,360	21	\$ 3,360
<b>Total Task 3</b>				<b>\$ 4,640</b>
<b>Task 4: Monthly RICAPS Collaboration Meetings</b>				
Planning and preparation of materials, program support (e.g., surveys, outreach, planning calls, etc)	11 months	\$ 2,560	16	\$ 28,160
Monthly RICAPS meeting (assume 1-2 staff, 4 in-person)	11 months	\$ 960	6	\$ 10,560
<b>Total Task 4</b>				<b>\$ 38,720</b>
<b>Task 5: High Performance and Zero Energy Building Technical Support</b>				
Provide technical assistance	1	\$ 1,920	12	\$ 1,920
Participate in meetings/workshops	3 meetings	\$ 960	6	\$ 2,880
<b>Total Task 5</b>				<b>\$ 4,800</b>
<b>Direct Costs:</b>				<b>\$ 520</b>
<b>Project Total:</b>				<b>\$145,000</b>



# C/CAG AGENDA REPORT

**Date:** February 17, 2016  
**To:** Resource Management and Climate Protection Committee  
**From:** Kim Springer, County Staff  
**Subject:** Review and Recommendation on Proposed Change to Composition of RMCP Committee

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

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## **RECOMMENDATION**

Review and make recommendation to staff on proposed change to composition of RMCP Committee for possible consideration by the C/CAG Board.

## **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 for a change to the structure of a committee is delivered to the C/CAG Board for review and approval.

After review of the 2015 attendance record and existing vacant seats on the RMCP Committee, staff recommends that three 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, the 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 contact.

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*

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

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

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



# C/CAG AGENDA REPORT

**Date:** February 17, 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)

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## **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:

March 16	August 17
April 20	September 21
May 18	October 19
June 15 (one week later)	November 16
July 20	December 21

Note that the date of the June meeting is shifted one week later, due to required staff attendance at the annual State Energy Efficiency Collaborative Forum (SEEC) on June 15-16.

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

## **ATTACHMENTS**

None

# C/CAG AGENDA REPORT

**Date:** February 17, 2016  
**To:** Resource Management and Climate Protection Committee  
**From:** Kim Springer, County staff to RMCP Committee  
**Subject:** Presentation on Approaches to Address Upward Trend in Building Plug Load  
(For further information contact Kim Springer at 650-599-1412)

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## **RECOMMENDATION**

Receive a presentation on approaches to address upward trend in building plug load.

## **FISCAL IMPACT**

None.

## **BACKGROUND/DISCUSSION**

Plug loads are one of the fastest growing sources of energy use in commercial and residential buildings. Plug load describes use of energy that is typically not connected to major building components such as heating or air conditional, hard wired lighting circuits or water heating.

Instead, these loads are typically associated with the other needs of the occupants of the building and, most often, do not tie to the design of the building itself. Typical plug loads are associated with large and small kitchen appliances such as refrigerators or coffee makers, computers or phones and associated equipment, and parasitic or “phantom” loads, which are, generally, transformers or lights on idle equipment or for appliance charging.

Kari Binley, PG&E Sr. Industry Relations Manager, will provide a presentation on some of the research and approaches PG&E is conducting to combat the growth of building plug loads.  
(Presenter subject to change)

## **ATTACHMENT**

None

# C/CAG AGENDA REPORT

**Date:** February 17, 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)

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## **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 RCMP 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