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CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

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Agenda

Resource Management and Climate Protection Committee (RMCP)

Date: Wednesday, July 20, 2016

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

Location: 155 Bovet Rd – Ground Floor Conference Room
San Mateo, CA 94402

1. Introductions
2. Public Comment
3. Approval of Minutes from April 20, 2016 and May 15, 2016 meetings
(Kim Springer – Committee Staff) Action
4. Bay Area Water Supply and Conservation Agency update on current water supply and
conservation (Adrienne Carr – BAWSCA) Information, Discussion
5. Presentation on WaterLink energy-water nexus program offered in Santa Clara County
(Susan Wright – Ecology Action) Information, Discussion
6. Update on San Mateo County Energy Watch and Regionally Integrated Climate Action
Planning Suite (RICAPS) programs
(Jacki Falconio, Committee Staff) Information, Discussion
7. Presentation on the regional solar and electric vehicle, Solar Sunshares program
(Rachael Londer, Committee Staff) Information, Discussion
8. Committee Member Updates
9. Next Regular Meeting Date: September 21, 2016

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Resource Management and Climate Protection Committee (RMCP) Minutes of April 20, 2016 Meeting

In Attendance:

Ashleigh Talberth, Presenter
Adrienne Carr, BAWSCA*
Sandy Wong, C/CAG Executive Director
Deborah Hirst, Supervisor Horsley's Office
Deborah Gordon, Committee Chair, Woodside Town Council*
Pradeep Gupta, South San Francisco City Council*
Diane Papan, Councilmember, San Mateo*
Jacki Falconio, County Office of Sustainability
Aaron Tartakovsky, Presenter
Ayelet Greenberg, public
Beth Bhatnagar, SSMC Board Member*
Michael Barber, Supervisor Pine's Office
Don Horsley, County Supervisor*
Bill Chiang, PG&E*
Dave Pine, County Supervisor*
Maya Vardi Shoshani, public
Mark Donig, Presenter
Bob Hitchner, Presenter by phone

Not in attendance:

Rick DeGolia, Town of Atherton*
Robert Cormia, Professor Foothill-DeAnza*
Maryann Moise Derwin, Committee Vice Chair, Mayor Portola Valley*

* Committee Member (voting)

1. Introductions

Attendees introduced themselves and their organizations.

2. Public Comment

There were no public comments.

3. Approval of Minutes from March 16, 2016 meeting

The minutes from the March 16, 2016 meeting were approved. (Gupta/Pine)

The order of the agenda was modified by the Chair in order to meet the needs of the presenters. The following items were presented in the following order: Item 5, Item 6, then Item 4.

4. Update on Current Water Supply and Drought Conditions

Adrienne Carr delivered an update on both precipitation and water conservation outcomes, and snowpack in the Sierras. The SF system will almost fill this year, so the Hetch Hetchy system is sending water out of the system so there is room for the snowmelt in the reservoirs.

Almost every district met the conservation goals and SMC was a shining star in the State of CA.

5. Presentation on Israel water conservation and reuse, and the Israel – California Green-Tech Partnership

Ashleigh Talberth delivered a presentation on the Israel – CA Partnership. She introduced Mark Doing. Ashleigh and Mark are founders of the Israel – CA Cleantech Partnership. March 5, 2014 Governor Brown and Prime Minister Nentanyahu signed an accord on five key areas: the main one of discussion for the Committee is Cleantech development in energy and water.

Since the signing of the accord, there have been a number of events: at Google Tel Aviv, Southern California, Stanford, and the Whitehouse.

About Israel: very little rainfall, severe drought, and in a desert. The country has to create technologies to innovate their way out of the water shortage and have become exporters of water, generating 20% more water than they consume. Desalination is a source of water, but it would not be enough without all the water conservation and recycling being accomplished.

The goal is for what's being done in Israel to become a model for how CA can address its drought and water issues. The book by Seth Siegel: *Let There be Water*, is a good source of information on Israel's effort and CA's predicament. It covers both policy and technologies. Israel recycles nearly 90% of its water. CA is not even close, in fact the waste water is cleaned in CA, but then set out to sea, instead of being used. Leak detection is another area where Israel excels, as well as desalination.

Gordon: This book is a great resource on policy and governance on water.

Israel has a top down approach that requires every stage of water use to be responsible for maximizing its use. In Israel, water is considered a national imperative, a matter of national security.

Papan: An Israeli person came to speak to our group as well Dianne Feinstein came to talk about the cultural reduction, reuse and desalination.

Gordon: There is a need to approach changes in water policy from a pilot perspective, since our

governance of water is very different.

Ashleigh Talberth continued the discussion, giving her story of how she ended up in the Cleantech world in Israel: that Israel is a leader in innovation, especially in water, at the same time that she was hearing about the drought in CA.

She introduced Aaron Tartakofsky and explained the way in which the Cleantech partnership was launched in Sacramento. Though, because of the governance issues on water in CA, many of the Israeli high tech water companies are interested in other parts of the world, there are some events that could be held in the Bay Area as a way to showcase these water technologies. She also mentioned the BIRD grant, a \$1M binational industrial research and development foundation.

Ashleigh also discussed a few companies that have new technologies that are in the proving process: Emefcy, and others. One of the foundational savings has to do with reducing piping networks by processing (recycling) water locally, a distributed system. The other advantage is a great reduction of system management staff hours to run the system, accomplished by

Horsley: Would this kind of a system be allowed to be installed in CA.

Talberth: this is one of the issues that she is working on in order to see these types of system through to installation. This is part of the reason why a lot of technology companies do not want to work to get imbedded in CA. However, there is a lot of political interest, and State Assemblymember Gordon is working on these issues.

Gordon: San Mateo County would be a big opportunity to solve these issues because of the interest and challenges with the many water districts in San Mateo County.

Horsley: I'm interested in something like this because we have a community with a failing wastewater infrastructure and that needs to be able to recharge the groundwater, which is their main source of potable water.

Gupta: So far we have an idea of the technology, what are the costs of water per gallon, what goes in and what comes out.

Talberth: explained the flow of water through the system and some of the projected costs and that the influent is blackwater, and the effluent is nonpotable water.

Chiang: what percentage of the power in Israel is nuclear. PG&E has an existing desalination plant that is used to cool that plant, which is managed by GE.

Aaron Tartakofsky explained how his firm, CB Engineers, is working through issues with the solids in the blackwater treatment systems being used in high rise multifamily complexes. SF has 1000 miles of sewer line, much of which is failing, is not earthquake safe and was built well over 100 years ago. There are also issues with odor, more odor issues are prevalent because of the lower flush fixtures, which do not convey the solids to the treatment plant well.

The solution is onsite sludge handling, which is based on science developed by Pauli Cleantech, and which uses Potassium Permanganate. There is an Israeli pet waste cleanup tool call Ashpoopie, which uses the same technology. The system they are using in buildings uses the same technology just on a bigger scale.

Springer: where does Potassium Permanganate come from, what is the supply?

It's mined in Illinois and other parts of the world.

Gupta: How much nonpotable water can be reused in the building?

At this point all but about 40% of the water is being used in the building. The rest is pushed down the central treatment system.

Gordon: What is the smallest size of the system you're using?

It takes up about one parking space, but with the treatment system as well, it's about 10 parking spaces. The ROI of the system is about 3-4 years.

Ashleigh closed the item by explaining that there are so many possibilities with these technologies, especially in places that have completely run out of water, and properties that cannot be developed due to lack of water supply.

Gordon: We should be looking to lead on these technologies here in San Mateo County.

6. Presentation on Nexus Water residential grey water system

Bob Hitchner delivered a presentation on onsite water reuse for the residential sector, home water recycling. Began with the various approaches to reducing the use of precious potable water sources and options at the municipal water system level.

Onsite water reuse is the best way to drastically reduce water use in the home that engages local citizens in the water challenge. Local leadership has a big role to play in the speed of adoption of onsite residential water reuse.

The history of legislation or policy has a short history, about 25 years, with a lot of undocumented use until about 2010, when there was language added to the national plumbing code. CPC Chapter 16 added how indoor plumbing sources can be used. In 2013, greywater was included into the code. CA code requires that installed equipment meet NSF350 as a quality standard for water reuse. The 2016 code will likely expand the opportunity for reuse of this kind of water.

Untreated water has to be distributed to the landscape through a subterranean watering system and cannot be stored. Treated greywater can be stored and used in the home for flushing toilets.

He then described the Nexus eWater solution, showed the components and how they are installed. He also described the filtration and cleaning process for the water.

Gordon: What happens if there is more supply of cleaned grey water than is being used in the home? Where does it flow?

There is an overflow into the regular sanitary sewer system.

7. Committee Member Updates

8. Next Regular Meeting Date: May 18, 2016

Presentations from the meeting are posted on the C/CAG RMCP website.

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Resource Management and Climate Protection Committee (RMCP) Minutes of May 18, 2016 Meeting

In Attendance:

Adrienne Carr, BAWSCA*
Sandy Wong, C/CAG Executive Director
Deborah Gordon, Committee Chair, Woodside Town Council*
Maryann Moise Derwin, Committee Vice Chair, Mayor Portola Valley*
Jacki Falconio, County Office of Sustainability
Michael Barber, Supervisor Pine's Office
Don Horsley, County Supervisor*
Bill Chiang, PG&E*
Jim Burch, City of San Bruno
Vicki Sherman, City of Redwood City
Bryan Chen, SSMC Board Member
Kim Springer, County Office of Sustainability
Craig Lewis, Clean Coalition (presenter)
Craig Molar, Golden State (presenter)

Not in attendance:

Rick DeGolia, Town of Atherton*
Robert Cormia, Professor Foothill-DeAnza*
Pradeep Gupta, South San Francisco City Council*
Diane Papan, Councilmember, San Mateo*
Dave Pine, County Supervisor*
Beth Bhatnagar, SSMC Board Member*

* Committee Member (voting)

1. Introductions

Attendees introduced themselves and their organizations.

2. Public Comment

There were no public comments.

3. Approval of Minutes from April 20, 2016 meeting

Approval of the minutes from the April 20, 2016 meeting were deferred to the next meeting due to lack of quorum.

4. Bay Area Water Supply and Conservation Agency update on current water supply and recent State actions

Adrienne Carr delivered an update on both precipitation and water conservation outcomes, and snowpack in the Sierras. Snow pack is about 75%, up from the last several years. BAWSCA agencies have achieved 26.3% savings, much more than required.

A new governor's executive order was recently delivered, which requires the water board extend mandatory water savings and require long-term reporting requirements for water agencies. It will also institute new standards for indoor water use. It will also modify water contingency plans. The planning horizon will also likely be extended from three year to five years. Water system leaks will also be addressed. Prohibited practices will also be codified into law. Agricultural water management plans will also be required.

San Francisco will continue to call for voluntary restrictions, but will not be asking for compliance with past mandatory restrictions. Likely, there will be a blended conservation standard for some jurisdictions.

5. Presentation on City of San Bruno Advanced Metering Infrastructure for water

Jim Burch delivered a presentation on the City of San Bruno's Advanced Metering Infrastructure (AMI), the project, the meter capabilities, and how it has helped to increase the city's ability to provide good customer service and to detect leaks and other issues.

The city installed about 10,500 meters with a total construction cost of about \$4.7M, which includes the cost of data collection infrastructure.

6. Discussion on Israel - California Green-Tech Partnership, water technologies, and next steps

Kim Springer launched an inquiry for feedback on presentations presented at the April meeting by various manufacturers of water treatment systems. The April meeting was very busy and staff seeks direction from the committee on best next steps for developing these technologies by bringing them to pilot in San Mateo County.

The committee provided feedback:

- Some of these providers reach out to end users trying to sell their systems and are met with varying regulations in different jurisdictions. Perhaps efforts can be made to sort out regulatory issues on behalf of the manufacturers.
- Environmental Health should be approached first to discern the barriers.
- Sustainable Silicon Valley has been doing a lot of work on this issue and they have an event coming up soon where they will address some of these issues, and other efforts are underway to train building staff to help coordinate: Waternow Alliance.
- EcoCenter in San Francisco is another model of a water treatment approach.

The committee, suggested that staff follow up on some of the above feedback.

7. Presentation on Clean Coalition, California Energy Commission EPIC Grant scope, Peninsula Advanced Energy Community.

Craig Lewis from the Clean Coalition, delivered a presentation on the Peninsula Advanced Energy Community project, funded by the CEC through a recent EPIC Grant program.

The PAEC is a 20 month \$1.3M planning and design grant for advanced energy communities. The effort will be to work on policy and to identify projects in southern portion of San Mateo County in order to pave the way to advanced energy community outcomes as a demonstration for other areas of the state.

The EPCI grant has two phases. Phase I is policy and project scoping, Phase II is a competition of Phase I grant recipients, for up to \$8M of funding to construct projects. The following are the core task for the grant:

- Streamlining of Permits, Codes, and Ordinances that facilitate AECs
- Streamlining interconnection of AEC projects to the grid
- Financial and Business Models that facilitate AECs
- Solar Emergency Microgrids (SEM)
- Electric Vehicle Charging Infrastructure (EVCI) Master Plan
- Atherton Civic Center Net Zero Energy (NZE) & Fuel Switching (FS) Showcase
- Solar Siting Survey (SSS)
- PAEC Case Study & Master Community Design

8. Committee Member Updates

9. Next Regular Meeting Date: June 22, 2016

Presentations from this meeting have been posted on the C/CAG RMCP website:
<http://ccag.ca.gov/committees/resource-management-and-climate-protection-committee/>

C/CAG AGENDA REPORT

Date: May 18, 2016
To: Resource Management and Climate Protection Committee
From: Adrienne Carr, BAWSCA, RMCP Committee Member
Subject: Bay Area Water Supply and Conservation Agency update on current water supply and conservation

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

RECOMMENDATION

Receive an update on current water supply and recent State actions.

FISCAL IMPACT

None

BACKGROUND/DISCUSSION

The Bay Area Water Supply and Conservation Agency (BAWSCA), which represents the 26 wholesale customers of the San Francisco Regional Water System, has been working with its member agencies to track water use, drought conditions, and progress towards mandatory water use reduction goals. On Monday, May 9, Governor Brown issued an Executive Order that address short and long-term water conservation policy. The Governor's Order directs the California Department of Water Resources, State Water Resources Control Board, and the California Public Utilities Commission to perform specific actions.

BAWSCA staff has been providing short updates of water supply conditions, monthly, to the RMCP Committee. The most recent update was at the April 20, 2016 meeting. Adrienne Carr, Senior Water Resources Specialist, will provide an update again at this meeting on the current water supply outlook, conservation performance, and implications of the recent State actions.

ATTACHMENTS

None

C/CAG AGENDA REPORT

Date: July 20, 2016
To: Resource Management and Climate Protection Committee
From: Susan Wright, Ecology Action
Subject: Presentation on WaterLink energy-water nexus program offered in Santa Clara County
(For further information contact Kim Springer at 650-599-1412)

RECOMMENDATION

Receive a presentation on WaterLink energy-water nexus program offered in Santa Clara County.

FISCAL IMPACT

None

BACKGROUND/DISCUSSION

Ecology Action recently launched an energy-water nexus program in Santa Clara County. Energy-water nexus programs seek to address both water conservation and energy efficiency in one program by implementing retrofits that focus on heated water, thereby addressing the embedded energy in water, both from water delivery and water heating or treatment.

The program, called WaterLink, serves homes, commercial kitchens, public facilities, and laundry facilities. The focus area is typical underserved areas of San Jose, Gilroy, Santa Clara and Morgan Hill, and is a collaboration with the Santa Clara Valley Water District.

Susan Wright, formerly of the County of San Mateo working on the San Mateo County Energy Watch, will provide a presentation on this innovative program. A WaterLink Flyer is provided as an attachment.

ATTACHMENTS

WaterLink Flyer



WaterLink

A grant-funded program for providing direct installation of free water- and energy-saving measures in Santa Clara County communities that have experienced disproportionately severe impacts of pollution and poverty.

Services

Free turnkey water and energy upgrades by expert teams for homes, businesses, and schools.

Goals

- Pioneer door-to-door installation methods while maximizing the water and energy conserved per grant dollar spent.
- Tackle drought and climate change concurrently by targeting water end-uses with high embedded energy to maximize the reduction of greenhouse gas emissions.
- Provide job training and reduce utility bills in order to help communities thrive economically while protecting the environment.
- Engage and assist community residents, businesses, schools, and nonprofit organizations with limited resources to prepare for climate change in their communities by reducing water demand indoors and in their landscapes.

Impact

The WaterLink program will serve at least 6,000 homes and 4,000 businesses. Our team will implement conservation measures to save an estimated 535 million gallons of water and 138 million kilowatt-hours of electricity, reducing greenhouse gas emissions by an estimated 31 million kg CO2 equivalent over the measures' lifetime.

Program Partners

[Ecology Action](#)
[Santa Clara Valley Water District](#)
[California Conservation Corps](#)

Timing

[March 2016 - December 2017](#)

Funding

[California Department of Water Resources 2014 Water-Energy Grant Program](#)

Project Descriptions

Project 1:

Indoor Water- and Energy-Conservation Retrofits for Single- and Multi-Family Homes

Door-to-door multilingual teams will serve 6,000 homes.

- Install no-cost low-flow shower heads and faucet aerators.
- Test toilets for leaks and make referrals to water agency rebate programs.
- Enter residents into a raffle for an energy-efficient clothes washer or hot water heater.
- Provide no-cost, high-efficiency clothes washers and hot water recirculation pumps or water heaters to multi-family facility managers who help us achieve high levels of tenant participation.

Project 3:

Replacement of Turfgrass with Climate-Appropriate Landscaping at Schools

California Conservation Corps members and our expert team will serve 20 schools and institutions. The teams will retrofit 50,000 square feet of thirsty, non-functional turf with attractive, climate-appropriate landscapes that will require little or no summer water use once established.

Project 2:

Pre-Rinse Spray Valve and Aerator Replacement in Commercial Kitchens

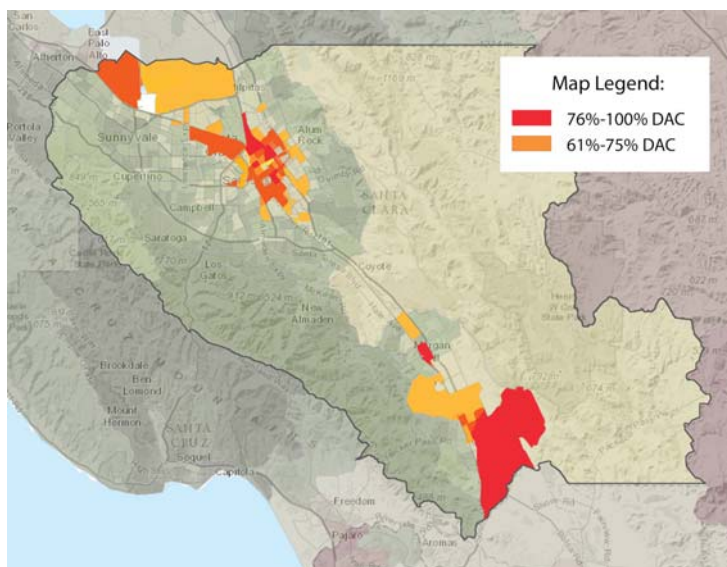
Multilingual staff will serve 4,000 commercial kitchens and groceries.

- Install low-flow, pre-rinse spray nozzles and faucet aerators.
- Test toilets for leaks and make referrals to water agency rebate programs.
- Make referrals to energy rebate programs.

Project 4:

Ozone Laundry System Upgrades at Skilled Nursing Facilities and Hotels

Our team will engage contractors to install ozonating systems on existing commercial washers at 15 to 30 high-priority facilities to eliminate the need for water heating and reduce the number of cycles required for washing.



Service Areas

The program will serve 22 census tracts designated as disadvantaged communities (DACs) on the grounds of scoring 76% or higher on the California Communities Environmental Health Screening Tool (CalEnviroScreen 2.0). These communities are primarily in San Jose, with a few in Santa Clara, Morgan Hill, and Gilroy (shown in red and orange areas on map). Although 14 languages are spoken in the DAC census tracts the program will serve, 90% of the residents can be reached in three languages: Spanish, Vietnamese, and English.

Contact

Ecology Action WaterLink Program Manager
Susan Wright (831) 515-1385 swright@ecoact.org

C/CAG AGENDA REPORT

Date: July 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 and Regionally Integrated Climate Action Planning Suite (RICAPS) programs

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

RECOMMENDATION

Receive an update on the San Mateo County Energy Watch and Regionally Integrated Climate Action Planning Suite (RICAPS) programs.

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

The SMCEW launched a new program cycle on January 1, 2016. The new program cycle runs through December 2018, however the program tracks progress yearly on a calendar year basis. Since the new program cycle launch, a number of key deliverables have been completed per the contract:

- Program Management Plan – describes the program scope, goals, partners, and planning
- Policy and Procedures Manual – describes the SMCEW role in customer interactions
- Draft training materials – provides basic information about the program for PG&E staff and other stakeholders (to be reviewed by PG&E)

Annual savings goals for the program are provided in the following chart. The overall annual goals are a combination of the Direct Install efforts of Ecology Action, contracted directly by PG&E for San Mateo County, and various types of calculated savings projects lead by SMCEW staff. All of the work of the SMCEW program is a team effort coordinated through semi-monthly meetings and regular communication.

	Overall	Direct Install (Per Ecology Action Contract)	Non-Direct Install (calculated, residential, streetlights, etc.)
Gross kW	376	284	92
Gross kWh	2,711,736	2,026,627	413,973
Therms	0	n/a	0

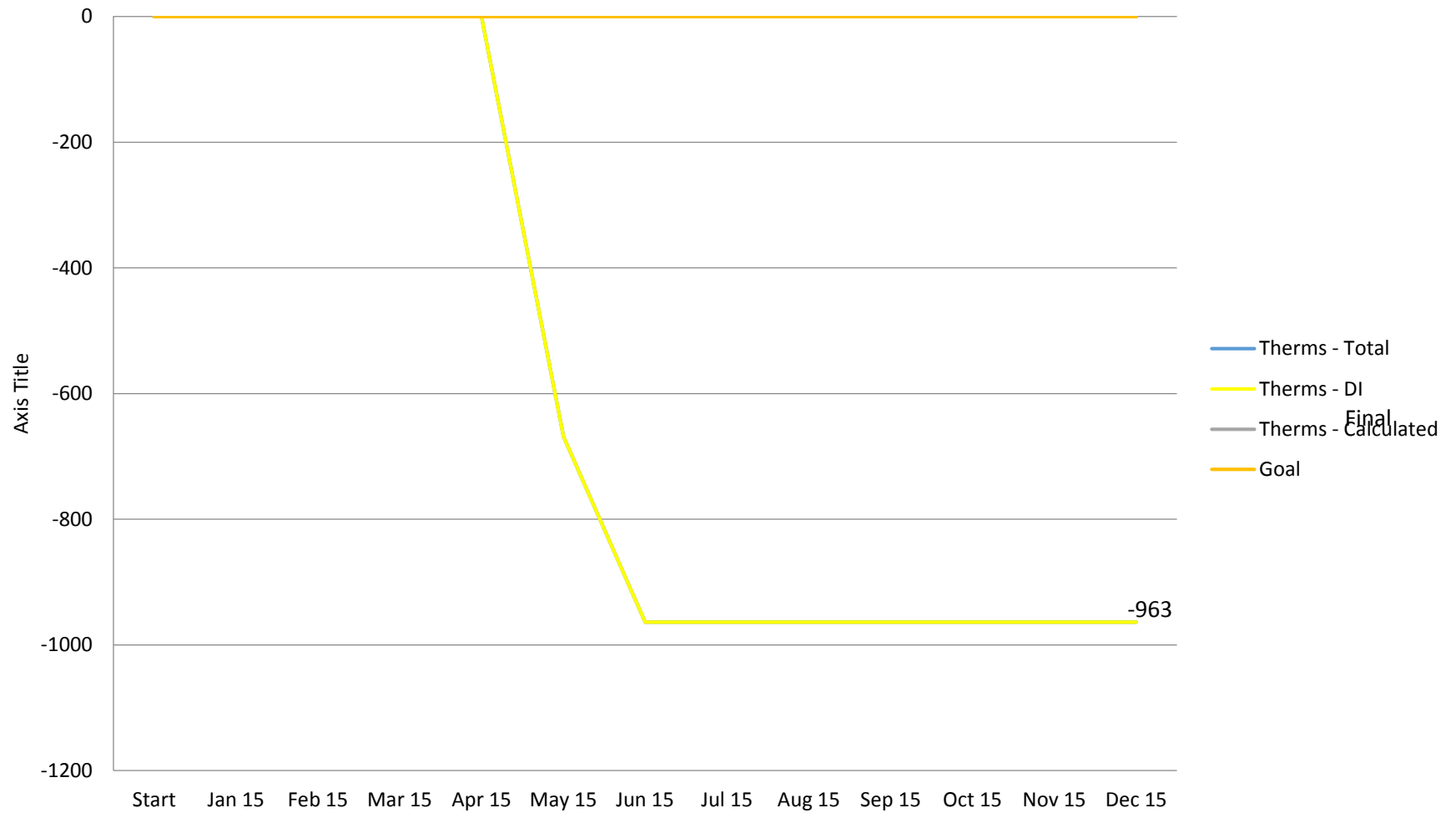
Savings through June 2016 are provided in charts as attached to this staff report along with the Program Management for the new program cycle.

SMCEW staff will provide an update on current SMCEW projects, current outreach to cities and other customers, and the efforts of the Regionally Integrated Climate Action Planning Suite (RICAPS) working group.

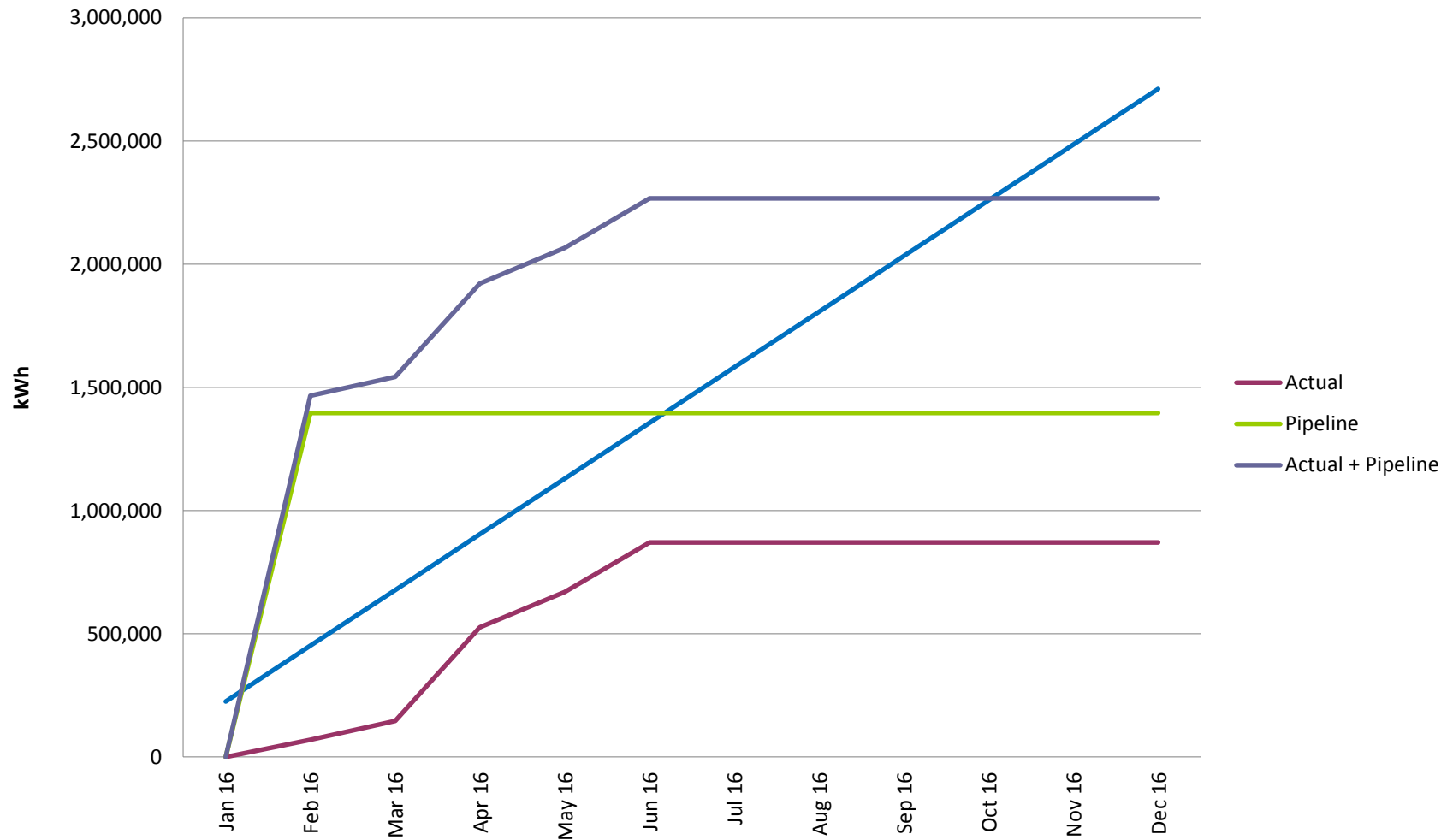
ATTACHMENT

1. San Mateo County Energy Watch Energy Savings Charts, June 2016.
2. San Mateo County Energy Watch Program Management Plan (PMP)

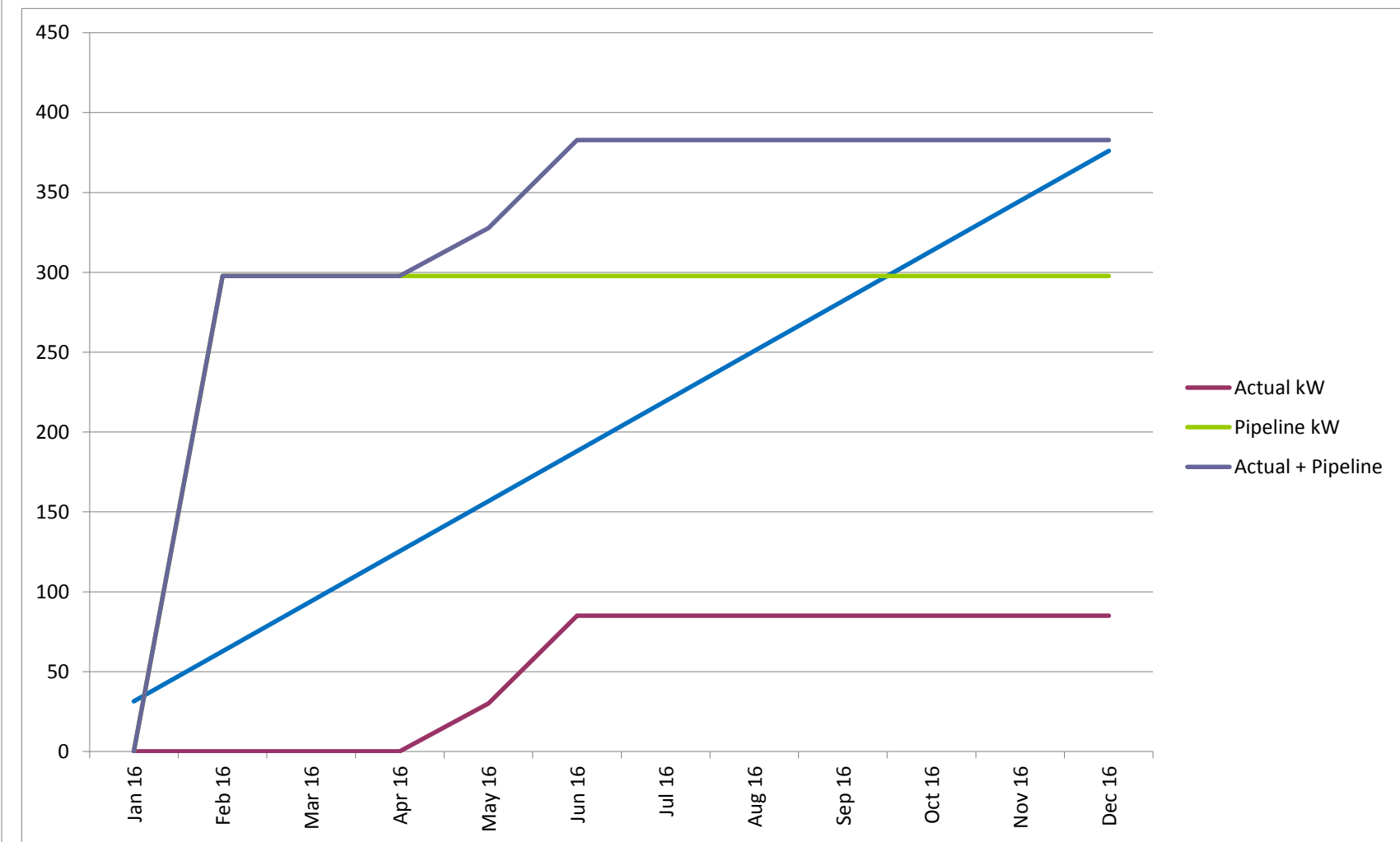
San Mateo County Energy Watch 2016 Energy Savings- Therms Goal vs. Achieved



San Mateo County Energy Watch 2016 Energy Savings- kWh Goal vs. Achieved



San Mateo County Energy Watch 2016 Energy Savings - kW Goal vs. Achieved





San Mateo County Energy Watch Program Management Plan (PMP)

2016 Program Cycle

Prepared For:

*Pacific Gas and Electric Company
San Francisco, CA*

Prepared By:

*City/County Association of Governments (C/CAG) of San Mateo County
555 County Center, 4th Floor
Redwood City CA 94063*

February 29, 2016

1. Introduction: Summarize objectives and the major components of the Partner

San Mateo County Energy Watch (SMCEW) is a Local Government Partnership (LGP) between the City/County Association of Governments of San Mateo County (C/CAG) and Pacific Gas and Electric Company (PG&E). The goal of the SMCEW program is to reduce energy use by providing energy efficiency services to PG&E ratepayers countywide.

C/CAG is a Joint Powers Authority consisting of all twenty cities and the County in San Mateo County. C/CAG is unique in the region for its ability to access and influence cities in the county. SMCEW is able to leverage C/CAG’s structure and relationships to promote its energy efficiency programs at multiple levels within local governments – from public officials to city staff.

C/CAG contracts with the County of San Mateo, Office of Sustainability (OoS) to staff the SMCEW program. Through its many environmental programs, OoS has established working relationships with environmental, planning/building, and public works staff at cities and the County. SMCEW will continue to leverage these connections with local governments, non-profit organizations, businesses, schools, and farms to encourage participation in energy efficiency and water conservation programs.

a. Program Overview

	Direct install	Calculated Incentives	Classes & Workshops	Education & Outreach
Public agencies	X	X	X	X
Non-profits	X	X		X
Moderately low income residential	X			
Businesses	X	X	X	X
Schools	X	X	X	X
Farms	X		X	X

San Mateo County Energy Watch delivers a comprehensive portfolio of energy-efficiency services to public agencies, non-profits, small businesses, schools, farms, and moderately low-income residential customers. These program elements include:

Direct-install programs

- Lighting and refrigeration measures for public agencies, non-profits, special districts, small businesses, schools, and agricultural facilities. The target size for these facilities is under 200 kW per month, though some larger accounts can be served with permission from PG&E.
- Lighting, weatherization, and water conservation measures for moderately low-income residents.
- Enhanced retrofit incentive for “Hard-to-Reach customers.

Technical assistance leveraging PG&E’s Calculated Retrofit Incentive (CRI) program

- Comprehensive energy recommendations, which includes energy audits and engineering specifications for public agencies, schools, businesses, and nonprofit organizations.

Energy-efficiency training

- Workshops for a variety of audiences on a variety of topics
- Localized PG&E classes
- Promotion or organization of Builder Operator Certification training

General outreach and education about energy efficiency

- SMCEW website
- Email newsletters
- Email broadcasts to cities

Strategic energy resources – see Section 6

b. Goals: List energy saving and non-energy saving goals

Overall LGP Energy Savings Goals

The goal of SMC Energy Watch is to reduce energy usage through energy efficiency implementation in San Mateo County, including twenty cities, County government and the unincorporated areas, special districts, non-profit organizations.

	Overall	Direct Install (Per Ecology Action Contract)	Non-Direct Install (calculated, residential, streetlights, etc.)
Gross kW	376	284	92
Gross kWh	2,711,736	2,026,627	413,973
Therms	0	n/a	0

Non-Energy-Saving Goals

- Provide pathways for customers to move forward with energy-efficiency retrofits by promoting financial mechanisms that reduce or eliminate “first cost.”
- Work with cities to provide opportunities for city streamlining of permitting processes, beyond solar, to include energy efficiency.
- Support San Mateo County Energy Strategy and its energy reduction goals of 25% below 2005 levels. Provide ongoing visibility on progress being made toward that goal.
- Continue supporting the process of establishing a Job Order Contracting (JOC) for SMC cities, jointly.
- Provide recognition to cities through the Local Government Commission’s, Beacon Award program.

- Promote Automated Demand Response (ADR) opportunities to reduce countywide peak energy use.
- Support AB 32, California’s Global Warming Solutions Act.
- Support the California Public Utilities Commission’s Long-Term Strategic Plan.
- Advance countywide climate action (inventorying and planning) efforts.
- Support all of PG&E’s existing programs through partnership and referrals.
- Enhance marketing of energy efficiency and related programs by providing channel-specific content

c. Targeted Customer Segments, Eligibility Requirements

All public agencies (cities, towns, County government, special districts, etc.), non-profits, businesses, farms, public schools (private schools with PG&E approval) and middle income (just above low income) in San Mateo County that are PG&E ratepayers are eligible for SMCEW.

Targeted segments	Direct install eligibility requirements
Public agencies	A1/A6, A10, and E19V rate schedule
Non-profits	A1/A6, A10, and E19V rate schedule
Businesses	A1/A6, A10, and E19V rate schedule
Farms	A1/A6, A10, and E19V rate schedule
Schools	A1/A6, A10, and E19V rate schedule
Residential - moderately low income (MIDI)	Household income 200-400% above federal poverty level

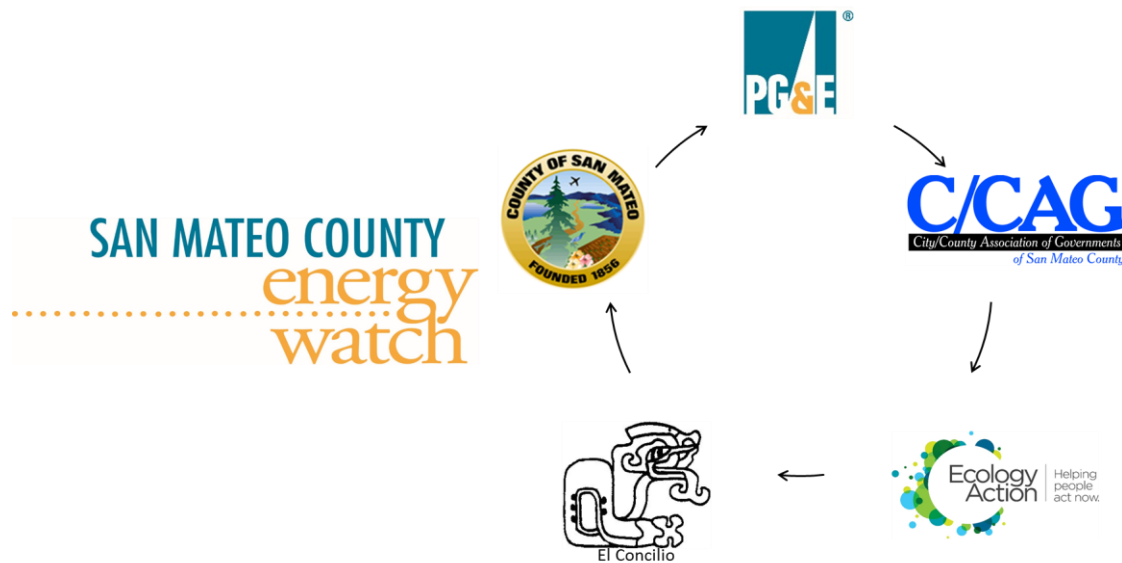
d. Program Dates

Start date: January 1, 2016
 Contract Completion Date: January 26, 2016
 PMP and P&P Manuals February 26, 2016
 Training Materials March 11, 2016
 Marketing Materials Ongoing
 End date: December 31, 2018

e. Staff and Subcontractor Responsibilities

i. Team Org Chart - departments, subcontractors, and reporting structure

The graphic below describes the San Mateo County Energy Watch as a collaborative of program partners. Though there is ultimately a reporting structure to PG&E, the program partners are responsible to each other to meet the goals of the program. Each of the partners have specific knowledge of the program requirements, process or procedures. The program is a team effort.



City/County Association of Governments (C/CAG) of San Mateo

C/CAG provides management and oversight of the SMCEW program. C/CAG is uniquely poised to coordinate outreach and encourage municipal customer participation due to its structure, strong relationships with member cities, and proven track record of facilitating successful countywide programs and policy consensus.

C/CAG’s structure consists of a Board of Directors and several committees:

- *Board of Directors:* Elected official from each city and the County.
- *Technical Advisory Committee (TAC):* Public works directors, engineers, and planners from the cities and the County. Provides professional recommendations to CMEQ (below) and the Board.
- *Congestion Management and Environmental Quality Committee (CMEQ):* Elected officials from the cities and representatives from transit agencies and the environmental community. Advises the Board on transportation, air quality, and other environmental issues.
- *Resource Management and Climate Protection Committee (RMCP):* Elected officials from seven local governments, plus representatives from utilities (PG&E, water, etc.), businesses, and non-profits. Staffed by the SMCEW Program Manager. Developed the San Mateo County Energy Strategy (regional policy document adopted by the County Board of Supervisors and all 20 cities that sets countywide energy conservation goals). Provides policy guidance to SMCEW.

The Board and these committees have monthly meetings, which gives SMCEW the opportunity to promote the program, get direction on new initiatives, share success stories, and encourage important government decision makers to participate. When SMCEW makes proposals for energy-efficiency projects, C/CAG leverages its existing relationships to convince customers to move forward with them.

C/CAG contracts with County of San Mateo, Office of Sustainability (OoS) to manage the program. C/CAG partners with Ecology Action for direct install and engineering services and with EI Concillio for residential direct install services (MIDI). PG&E contract directly with Ecology Action and EI Concilio for these service.

PG&E

PG&E is a key stakeholder in the SMCEW partnership. PG&E Local Government Partnership program managers (government, community and partnership managers) attend partner meetings and assist C/CAG, OoS, and Ecology Action in scoping projects, and accessing PG&E programs and staff.

PG&E provides customer leads, account information for customers, and information on PG&E programs such as Demand Response, 0% financing, Sustainable Solutions Turnkey (SST) and 3rd-party programs. They act as liaison between SMCEW and the Municipal LED Streetlights Turnkey Program. They assist C/CAG/OoS in coordinating with other PG&E programs, and provide a monthly update of completed projects and savings totals.

County of San Mateo, Office of Sustainability

C/CAG contracts with OoS to manage the SMCEW program. OoS has expertise in managing countywide environmental programs and program outreach, and manages a number of other programs including: County Green Business Program, resource conservation at County Facilities and unincorporated areas, environmental outreach and recycling hotline, a Volunteer Academy, training in composting, Schools Recycling program, and solid waste site project management (landfills and a transfer station).

OoS staff handle general SMCEW program management and administration, including monthly reporting and invoicing to PG&E. OoS staff also coordinate outreach and marketing activities including the SMCEW website, and hosts semi-monthly conference calls and in-person meetings for all program partners.

OoS staff coordinate with Ecology Action for direct install and engineering services and with EI Concillio for residential Middle Income Direct Install (MIDI) services. Staff partners with Ecology Action to develop leads.

2016 begins with two fellows, one working on water conservation, specifically at public schools and one working on supporting identifying leads for both the Ecology Action direct install program and larger commercial projects that leverage engineering funds.

Ecology Action

C/CAG partners with non-profit Ecology Action to coordinate the direct-install program and provide engineering services for comprehensive energy recommendations. As a PG&E third-party implementer, Ecology Action has successfully operated a direct-install program for small businesses for several years, and SMCEW leverages that expertise. Ecology Action contracts directly with PG&E.

Ecology Action will develop its own leads for direct install projects, as well as follow up on any forwarded by C/CAG/OoS. Ecology Action will handle auditing, development of project

proposals, customer contracting, installation contracting, customer invoicing, and quality-control/inspection. Ecology Action will track projects and provide data and reporting to C/CAG and PG&E on program performance. Ecology Action will input invoices into PG&E's Bulk Load invoicing tool for payment.

Ecology Action, PG&E, and OoS will work in partnership to promote and develop comprehensive energy recommendations.

El Concilio of San Mateo County

C/CAG partners with El Concilio for residential Middle Income Direct Install (MIDI) services. El Concilio contracts directly with PG&E.

El Concilio will develop its own leads for direct install projects, as well as follow up on any forwarded by C/CAG/OoS. El Concilio will handle auditing, installation contracting, and quality-control/inspection. El Concilio will track projects and provide data and reporting to C/CAG and PG&E on program performance.

C/CAG, PG&E, and El Concilio will continue to coordinate efforts in 2016 to refine and expand the MIDI program, if possible in the 2016 program cycle.

ii. Key staff names, titles, and responsibilities

C/CAG & County

Sandy Wong, Executive Director, C/CAG

Program and contract oversight.

Kim Springer, Resource Conservation Programs Manager, County of San Mateo

Program lead - design and management, management of strategic energy resources activities, budget and procurement and contracting, and supervision of staff.

Jacqueline Falconio, Resource Conservation Specialist, County of San Mateo

Coordination with program partners on direct install program and comprehensive energy recommendations, design and implementation of strategic energy resources activities, tracking of energy savings.

Andrea Pappajohn, Resource Conservation Specialist, County of San Mateo

Outreach to school districts in support of Prop 39 funding and project progress, support to local governments for participation in the ILG Beacon Awards, identification of other resources to businesses, schools and residences from the SMCEW program.

Climate Corps Bay Area and Civic Spark Fellows – fellowship programs implemented by Strategic Energy Innovations and the Local Government Commission, respectively.

Development of Direct Install pipeline and Management of water/energy nexus projects.

PG&E

Mike Foster, LGP Program Manager

Contract and program management.

Kathy Lavezzo, Service and Sales Representative for local governments

Coordination with C/CAG, RecycleWorks, and Ecology Action regarding outreach to local governments, account information, customer leads.

Sapna Dixit, Community Energy Manager for local governments

Community-wide energy use data for climate action planning, and other aggregated customer data.

Ecology Action

Scott Farmer, Energy Program Manager

Program and operation management for San Mateo County Energy Watch to ensure timely and accurate proposal development, proper project installation, customer satisfaction and reporting to PG&E for the Direct Install program.

Kisha Christal, Senior Energy Manager

Management of energy efficiency field staff and supports implementation of partnership outreach campaigns.

Garvin Lee, Energy Efficiency Specialist

Jack Lu, Energy Efficiency Specialist

Audits of public agencies, schools, and small-medium and non-profit businesses, direct install proposal development, project management, customer satisfaction with installation and project tracking.

Michelle Morales, Senior Program Manager, Engineering Services

Program management for San Mateo County Energy Watch engineering services. Ensures program compliance, coordinates rebate application process, financing and proposal development. Maintains forecasting and reporting to PG&E for engineering projects.

Phil Boutelle, Energy Efficiency Engineer

Comprehensive audits (ASHRAE Level 2) of facilities, proposal development including financial analysis, development of bid documents.

Nick Sudano, Engineering Manager

Engineering team management, resource coordination and project implementation support, utility rebate application processing.

El Concilio of San Mateo County

Ortensia Lopez, Executive Director

Overall program administration and management of education and residential direct-install program and project tracking.

Gloria Samayoa, Energy Specialist Supervisor

Management and coordination of Energy Specialist activities including outreach, education, enrollment of customers, QA of paperwork, and follow-up with customer issues.

f. Local Hiring

Though C/CAG nor the County has a specific policy for local hiring, SMCEW will make all reasonable efforts, as mutually determined by PG&E and C/CAG, to promote the creation of local green jobs by locally hiring individuals or subcontracting with local entities to perform services.

As for Ecology Action, they encourage local green job creation by:

- Employing 20 staff in the turnkey lighting program and using local resources for hiring
- Providing energy-efficiency installation work opportunity to 8 local area program contractors and 12 non-program contractors
- Hiring a local engineer to work on comprehensive energy recommendations

g. Work Scheduling Methodology

Cities and Special Districts – Comprehensive energy recommendations

SMCEW has provided Comprehensive Energy Recommendations for the past several years. In 2015, some projects that had been scoped late in 2012, finally completed yielding great energy savings for the program. Most of these projects were in municipal facilities across San Mateo County.

Early in 2016, SMCEW staff plans to meet with staff from every city in San Mateo County to reassess potential projects and savings opportunities in the municipal sector. Meetings will include PG&E's service and sales and community energy managers, Ecology Action, and County staff, on the program side, and capital project, facilities maintenance, and finance staff on the customer side.

Non-profits

Ecology Action generates leads through cold calling and drop-in visits and SMCEW staff, specifically the Climate Corps Bay Area fellow, continues to drive opportunities to Ecology Action to help improve the cost-effectiveness of the program.

Small and Medium businesses

In 2014 and 2015, SMCEW created an outreach campaign for business, which was somewhat successful. Based on lessons learned, in 2016 the program will expand commercial outreach to include buildings just under 200 kW for the direct install pipeline and establish a new pipeline for opportunities aligned with the calculated side of the program. Municipal accounts will continue

to be the priority and, based on the outcome of the meetings with staff from all the cities mentioned earlier, the SMCEW will use some engineering funds for commercial sites.

Schools

Our priority in 2016 is to reassess any remaining funds available to school districts in San Mateo County that are at risk of not being realized by the end of the five-year Prop 39 program cycle. We will encourage and support those remaining school districts (especially our 8 focus districts) to submit an Expenditure Plan to receive their Prop 39 allocation for energy efficiency projects, if they have not already done so.

Farms

SMCEW will continue to offer services to the agricultural sector via referrals from PG&E's service and sales representatives and in coordination with Ecology Action and PG&E's 3rd party agricultural programs as appropriate.

Residential – moderately low income

The MIDI program, run by El Concilio, coordinates with SMCEW and BayREN to make sure that the Home Energy Advisor hotline refers eligible residents to PG&E's low-income program and SMCEW's MIDI program. We have connected El Concilio with BAWSCA, PG&E's water/energy nexus program manager, and Rebuilding Together with the goal of incorporating water initiatives, namely low-flow toilets and lawn conversions, into the program. SMCEW will continue to foster those connections.

General

All program partners will meet semi-monthly in either one or both of the following meetings, to aid in coordination of targeting customers, implementing projects at customer sites, and assessing targets dates that project will complete to support the accrual reporting requirement of the contract:

- Semi-monthly City and MIDI program meetings
- Semi-monthly School and Small/Medium Business meetings

h. Implementation Timetable (template provided by PG&E)

Because of the startup uncertainties of the new 2016-2018 program cycle, this information will be provided directly by program partner/implementers. SMCEW staff will work cooperatively to support all implementation timetables.

Early deadlines include the delivery of this Program Management Plan and Policy and Procedures Manual, and training material. All other implementation timelines are either monthly (reporting and billing) or ongoing.

i. Coordination Plan: Indicate how partner will coordinate with other programs offered by PG&E

C/CAG and Ecology Action will work with PG&E program managers and sales and service representatives to identify the best pathways to stay informed about PG&E's evolving programs.

In particular, we will discuss the programs that would best serve a public agency or non-profit/small and medium business customer needs at our semi-monthly team meetings. Our goal is to connect customers with the rebate or incentive that is the most advantageous and/or most convenient: SMCEW, a third-party program, or another PG&E program. All efforts are aimed at how to best serve the customer.

SMCEW posts information about PG&E programs on our website, and includes links to direct interested customers to PG&E web pages for up-to-date and detailed information.

SMCEW will also coordinate more closely with PG&E's marketing department, suggesting that they provide useful content specific to stakeholder types. For instance, real estate agents need content for newsletters. The content can be inviting, concise and lead to a website link with additional information or resources.

j. E3 calculator (template provided by PG&E)

N/A – handled by Ecology Action.

k. Process for providing Incentives: Discuss process and requirements for incentive payment to customer

N/A – handled by Ecology Action.

l. IRS 1099 reporting procedures

N/A – handled by Ecology Action.

2. Program Elements: Describe activities in the following areas:

a. Energy Efficient Retrofits (as applicable)

SMCEW assists public agencies, non-profits, and school districts in completing incentive applications for calculated projects. Direct install work will be performed by Ecology Action and EI Concilio.

i. Implementation Process

Implementation of calculated projects is handled by customers or through PG&E's 3rd-party engineering/project management contract. Implementation of direct install projects is handled by Ecology Action or EI Concilio.

ii. Eligible product specification or standards

SMCEW coordinates with PG&E, Ecology Action, and EI Concilio to determine if a product for an energy efficiency measure meets PG&E's criteria for receiving a calculated incentive or deemed rebate, if any questions arise.

b. Direct Install (as applicable)

SMCEW coordinates with Ecology Action (public agencies, special districts, non-profits businesses, farms, and schools) and EI Concilio (moderately low income residential) on direct install projects.

i. Eligible product specification or standards

Ecology Action and EI Concilio confirm eligibility for this program.

ii. Single Family and Multifamily Direct Install

EI Concilio contracts directly with PG&E regarding the specifics of this program.

iii. Implementation Process

Ecology Action and EI Concilio handle the implementation for this program.

c. Retro-Commissioning (RCx) (as applicable)

There is some gray area regarding RCx measures that can be included as part of SMCEW's Comprehensive Energy Recommendations program, since it makes sense to bundle RCx measures along with retrofits rather than handle them separately. In certain cases, Ecology Action has referred projects to PG&E's RCx program manager.

For 2016, SMCEW continues to urge PG&E to streamline the delivery of RCx into the SMCEW program to best serve the customer.

i. Implementation Process

TBD based on access to this program offering.

ii. Eligible product specification or standards

TBD based on access to this program offering.

d. Technical Assistance (as applicable)

SMCEW began piloting Comprehensive Energy Recommendations in 2012 with the goal of achieving deeper energy savings by promoting Return on Investment as opposed to simple payback. We have provided Comprehensive Energy Recommendations to most all cities in San Mateo County, plus County government.

i. Energy Assessment Reports

SMCEW presents findings, including a bundled list of projects and financial analysis, to city staff. SMCEW requests that senior financial staff attend the presentation of findings so they can properly evaluate the opportunity to use PG&E's 0% financing as a mechanism for proceeding with the entire package of retrofits.

ii. Audit Services

Ecology Action's engineer uses benchmarking data along with anecdotal information from city staff to determine which buildings to audit. Audits focus on heating and cooling systems, but also include pool audits, direct install lighting and refrigeration audits, and recommendations about energy management systems where appropriate.

SMCEW will focus efforts on cities in 2016, but will launch provision of Comprehensive Energy Recommendations to other sectors, such as business and nonprofit.

e. Policy Assistance (as applicable)

i. Policy development and implementation

Policy development efforts are covered under strategic energy resources.

ii. Codes and standards

SMCEW doesn't plan to take too active a role in this area, since the SF Bay Area Regional Energy Network (BayREN) has received funding to do work on codes and standards. However, our programs (BayREN and SMCEW) will coordinate efforts on policy and codes and standards as much as possible in San Mateo County.

3. Management Activities

a. Meetings

Development and budget meetings

In 2016, Kim Springer is the main program contact for contracting between C/CAG and PG&E. Kim Springer holds regular (weekly) meetings with SMCEW staff to develop plans and strategies for the program, including input for the development of this and future PMPs.

Collaboration meetings

C/CAG, OoS, Ecology Action, and El Concilio participate in meetings with representatives from PG&E internal and 3rd-party programs and meet monthly to help all parties learn about each other's services so they can better collaborate and provide best services to customers.

Monthly status meetings

C/CAG, OoS, Ecology Action, El Concilio (if applicable), the PG&E Program Manager, PG&E Sales & Service Representatives, the PG&E Community Energy Manager, and PG&E account representatives for schools participate in three meetings per month:

2nd Thursday of each month, 10-11am by phone (city projects only)

2nd Friday of each month, 10-11am by phone (school projects only)

4th Thursday of each month, 10-noon in person at County offices in Redwood City

During the meetings, partners discuss program activities, implementation, strategy, progress and issues, opportunities to leverage PG&E programs and resources, and contractual issues.

b. Communications

Kim Springer is the main program contact between C/CAG, PG&E, and Ecology Action regarding program planning, management, reporting, and coordination issues. Kim's contact information is: kspringer@smcgov.org (650) 599-1412.

The PG&E Program Manager (PM) will assist Kim in coordinating with other PG&E programs as needed and appropriate. The PM will attend all partnership meetings, or send an appropriate replacement in the event of an unavoidable conflict. The current PM, Mike Foster is in the process of promotion at PG&E and will ensure a smooth transition to the new PM.

Coordination on customer account information will be handled through Kathy Lavezzo and other ESS Representatives as their contact information become available to the SMCEW program. The ESS system underwent a complete assignment revision in late 2015, and the new assignments in San Mateo County have not yet been announced by PG&E.

c. Data Collection and Management

The PG&E Program Manager will provide Kim Springer or other SMCEW program staff with a monthly update of all projects completed through SMCEW along with their associated energy savings. Data will be transferred according to contractually agreed upon data security protocols. SMCEW will follow the terms of the non-disclosure agreement regarding sharing of data.

d. Reporting

Report	Due Date	Frequency
Monthly Reports/Invoices	15 th day of each month following the reporting month	Ongoing throughout length of contract
Monthly Accrual Report	15 th day of each month following the reporting month	Ongoing throughout length of contract
Final Report	January 30, 2018	Once

e. Customer Satisfaction Surveys

N/A – Will be handled by Ecology Action.

4. Outreach, Coordination and Marketing Plan

a. Objectives

Primary goal:

Make information about SMCEW's offerings widely available to the various customer segments.

Secondary goals:

Promote the value of energy efficiency and high performance building to a wider audience in order to stimulate demand and support market transformation.

Provide access to programs and resources, other than those offered by the SMCEW.

b. Target Audience

Primary:

Local governments – staff and elected officials

Schools – San Mateo County Office of Education, school district administrators, school Chief Building Officials, facilities, planning and sustainability staff

Small businesses and small business property owners and managers

Non-profits – staff and board members

Farms – Owners and managers

Secondary:

Building contractors

Developers

Commercial property owners and managers

Architects

Real estate professionals

Home owners

c. Outreach Activities

Host SMCEW website and publish monthly email newsletters for three audiences: municipal, general and schools.

d. Coordination with other stakeholders

SMCEW will continue to work closely with PG&E program managers, other departments within PG&E, and appropriate sales and service representatives to provide customers with comprehensive information about PG&E resources and programs for which they may be eligible, including demand response, Enovity, PG&E SMART program, high-tech energy efficiency incentives, 0% financing, etc. SMCEW will identify related outside resources that may benefit each customer segment, as well, including CEC financing and technical assistance grants and other funding programs.

e. Marketing Material and Collateral

The website includes information and resources about financing, energy efficiency technologies, and climate action planning. It includes an online request form to receive an energy audit, a calendar of events and trainings, and a news section with information about energy efficiency

and climate action. In the first quarter of 2016, we will be posting three new videos to promote zero energy ready construction on a whole new section about zero net energy strategies and resources.

i. Web site structure (as applicable)

Please see <http://smcenergywatch.com/>

ii. Co-Branding

The SMCEW and all flyers and promotional materials will include logos for PG&E, C/CAG, and OoS, and all designs that include PG&E will be reviewed by PG&E marketing before publishing.

f. Marketing Message

i. Outline the major components of the message

The SMCEW tagline is “Save Energy. Save Money. Help the Environment.”

ii. Customer disclosure text and partnership agreement

This program is funded by California utility customers and administered by Pacific Gas and Electric Company, under the auspices of the California Public Utilities Commission.

g. Marketing Schedule

The new ZNE section will appear by the end of the first quarter 2016. Three email newsletters, published using Constant Contact, will be published monthly.

h. Distribution Channels

Email newsletters will be sent to our current email distribution lists. Staff will promote the SMCEW website and email newsletters at classes, events and through the RICAPS program. We will be coordinating with the County’s Chief Communications Officer and Social Media Coordinator to leverage traditional and social media channels to promote our turnkey lighting program for local businesses.

We are assisting cities in participating in the Beacon Award program (administered by the Institute for Local Government). As cities meet specific milestones, ILG provides PR to highlight the city’s achievements. ILG also highlights the fact that C/CAG is a Beacon Award Champion.

5. Training and Education Plan

a. Objectives

- Educate elected officials about energy efficiency opportunities how they support climate action goals.
- Bring Pacific Energy Center classes to San Mateo County.
- Educate school districts and facilities personnel about how to decrease the energy use of buildings.
- Increase knowledge about and support of zero net energy and high-performance building principles for residential and commercial buildings.
- Increase knowledge about and investment in energy efficiency technologies and energy management systems (EMS) and strategies for commercial buildings.
- Educate real estate professionals about energy efficiency features in buildings and the business case for increasing the energy efficiency of buildings, residential and/or commercial.
- Promote streamlining of permits for energy efficiency and other customer-side programs aimed at reducing energy and water use.
- Reduce greenhouse gas emissions

b. Target Audience

- Elected officials
- Municipal, school district and school facilities personnel
- Residential and commercial building professionals (contractors, architects, etc.)
- Residential and commercial real estate professionals
- Small business owners and managers
- Farm owners and personnel

c. Classes and presentations

i. Schedule

Audience	Type	Estimated Frequency
C/CAG Board (elected officials) and/or CMEQ Committee (elected officials and public)	Presentations and reporting	Twice annually
RMCP Committee (elected officials and public)	Presentations and reporting	Bi-monthly
TAC Committee (municipal staff)	Presentation	Once annually
City Managers Association (city/County managers)	Presentation	Once annually
Building contractors and real estate professionals	PG&E residential energy efficiency and/or ZNE classes	Twice annually
Municipal and school staff	PG&E commercial energy efficiency classes	Twice annually

ii. Curriculum

Presentations:

SMCEW will update elected officials about special energy efficiency opportunities available through SMCEW and other agencies.

Classes:

SMCEW will work with PG&E Pacific Energy Center staff to select and customize trainings to achieve desired objectives. This may include using a webinar format and posting a recording on the SMCEW website.

d. Workshops

i. Schedule

SMCEW will partner with PG&E's Pacific Energy Center, 3rd-party programs, outside contractors, and/or Joint Venture Silicon Valley to offer specialty workshops.

ii. Curriculum

SMCEW will work with partners to develop content for workshops in order to achieve desired objectives.

6. Strategic Energy Resources

SER Activity Name	Description	Expenditures	a. Strategic Plan Menu Activity	b. Climate Planning Activity
Support CAP implementation and tracking	Host monthly RICAPS meetings via webinar and in person, and support development of Open Data Portal	\$43,880		X
Support development of climate action plans using RICAPS	Provide technical assistance to remaining cities creating new CAPs or updating existing CAPs to 2030 and beyond	\$41,280	X	X
Support cities collecting municipal GHG inventories	Create a collection template, provide guidance and coaching	27,200		X
Collect community GHG inventories for 2014 and 2015	Develop community-wide inventories for all San Mateo County cities and a roll up of Countywide	\$27,840		X
Technical Support High Performance Building/Zero Net Energy	Support technical needs and workshop development as needed	\$4,800 plus requesting additional funding from PG&E groups	X	
ZNE Strategic Plan and Permit Streamlining	For the purpose of reducing GHG emissions, work with cities to develop ZNE actions plans to help usher in ZNE by 2020 and 2030 and work to streamline permitting for EE	\$55,000		X
TOTAL Budget:		\$200,000		

a. Climate Planning Activities

1. Support the development of climate action plans using RICAPS

SMCEW and C/CAG will continue to provide support for cities to develop CAPs using the RICAPS tools. Some cities and the County are interested in updating their CAPS to

2030 or 2050. Typically, the cities need help to developing a GHG emissions forecast and reduction target, selecting and analyzing the emission reduction measures appropriate for their jurisdiction, and in customizing the CAP Template with their results. Cities may also request assistance related to review of their existing baseline GHG inventory or tying the CAP to their general plan.

RICAPS will also provide assistance to other cities in the County to formally adopt their drafted climate action plans. The assistance for these cities include answering questions and providing technical assistance with revising draft CAPs to address stakeholder comments and to bring these modifications to Council.

DNV GL, under contract to C/CAG to provide these services. DNV GL will provide to C/CAG and the cities the community GHG inventory results for 2011, 2012, 2013 and 2014 in spreadsheet format. Each city will be responsible for collating their data and information for government operation inventories using templates and technical assistance provided by DNV GL.

Deliverables:

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

- Review baseline inventory for compliance with the Bay Area Air Quality Management District (BAAQMD) Guidelines
- GHG Forecast and Reduction Target via the RICAPS tool
- Menu of Measures: Select and Analyze Emission Reduction Measures
- CAP Template document
- Attend kick-off meetings with new cities starting CAPs and one City Council meeting for adoption.

For cities with draft (or final) climate action plans, this task includes:

- Conference calls and additional assistance for jurisdictions (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)

2. Support the implementation and tracking of CAPs

RICAPS will continue to host monthly meetings related to the technical aspects of climate action planning and implementation. These meetings will be primarily held by conference call, with 4 in-person meetings planned in 2016. The purpose of these meetings is three-fold:

- To provide training and technical assistance in the use of the RICAPS tools to enable cities to complete CAPs by the end of 2016;
- To enable information sharing amongst the jurisdictions;
- To encourage regional collaboration in regards to emission reduction activities and tracking.

The monthly RICAPS working group meetings are not only unique, they are extremely effective. A key benefit of the monthly meetings is providing a forum for city staff to share

information, best practices, and lessons learned in relation to developing and implementing their CAPs. They also provide a venue to discuss countywide initiatives.

A regional collaborative group encompassing the cities with larger, high-energy-use residential sectors was previously formed to develop new GHG emission reduction strategies for the residential sector, and a significant collaboration is also underway to coordinate commercial direct install marketing and outreach.

RICAPS will continue to bring together speakers around timely topic areas and to facilitate discussions amongst the jurisdictions around effective methodologies for tracking and monitoring climate action plan progress.

C/CAG staff will develop topics, find speakers, set up coordination calls amongst speakers, and put together the agendas, presentation templates and webinar coordination for the monthly working group meetings.

In 2015 the RICAPS group began the process of developing a new data portal for countywide, city and County resource conservation and GHG emissions data and visualization. This will be housed on the County government Socrata Open Data Portal. Development of the initial data and visualization should be complete by the end of April 2016. Additional data will be posted over time.

Deliverables:

- Leading monthly RICAPS working group meetings (assume 12 meetings in 2016; with 4 in-person and 8 by webinar)
- RICAPS monthly strategic planning sessions
- Posting of data and visualization on the County Open Data Portal to be leveraged by cities.

3. Support jurisdictions in creating municipal inventories

Under the RICAPS program, DNV GL will also provide technical assistance and Excel templates to jurisdictions wishing to complete a municipal GHG inventory related to government operations (e.g., city-owned facilities, city-paid utility bills, fleet vehicles, etc) for 2015. RICAPS will develop customized Excel data collection templates for each city to use in its data collection efforts.

Deliverables:

- Customized municipal GHG inventory data collection Excel templates that generate GHG emissions data
- Answer questions related to the template and provide additional support as needed

4. Create community-wide GHG inventories

The RICAPS program will provide community-wide greenhouse gas (GHG) inventory updates to each of the 21 jurisdictions in San Mateo County for 2014. 2011, 2012, and 2013 have already been completed. The community-wide inventories will be completed consistent with the 2010 community-wide GHG inventory updates completed by DNV GL, with transportation data being migrated to the more common methodology: origin – destination modeling.

Deliverables:

- Draft and final Excel workbook of community-wide GHG inventory data for 2011-2014 for 21 jurisdictions in San Mateo County
- Draft and final summary of community-wide GHG inventory results in Word document.
- 1-2 phone meetings with each jurisdiction to confirm results
- Draft and final summary of the county-wide roll-up of GHG inventory for 2005, 2010-2014.

7. Quality Assurance and Quality Control Plan

a. Verification: Describe at a minimum the percentage of inspections to be conducted, the inspection agent and who will pay inspection costs

N/A – Handled by Ecology Action and/or PG&E.

b. Tracking customer complaints

SMCEW shall maintain a log of all customer complaints it receives and notify PG&E and C/CAG's executive director within 24 hours. SMCEW shall retain that log in electronic form for at least three years after the end of the contract term or receipt of final payment, whichever is later. SMCEW will record any complaints and the resolution status in Monthly Reports.

c. Resolving customer complaints

SMCEW's implementers (Ecology Action and EI Concilio) have detailed plans in place for handling customer complaints. If C/CAG and/or OoS staff learn about a customer complaint, staff will coordinate with the customer and implementer to make sure the issue is adequately resolved within an appropriate timeframe. Staff will keep Kim Springer and Sandy Wong informed and will coordinate with them to develop additional strategies for resolving the situation if necessary.

d. Avoiding double dipping

C/CAG and OoS staff count on PG&E, Ecology Action, and EI Concilio to provide guidance to customers about appropriate rebates and incentives.

e. Dispute resolution procedures (applies to subcontractors and customers)

N/A

8. Appendix (include appropriate program documents such as applications and agreement)

N/A

C/CAG AGENDA REPORT

Date: July 20, 2016
To: Resource Management and Climate Protection Committee
From: Rachael Londer, County of San Mateo BayREN Staff
Subject: Presentation on the regional solar and electric vehicle, Solar Sunshares program
(For further information contact Kim Springer at 650-599-1412)

RECOMMENDATION

Receive a presentation on the regional solar and electric vehicle, Solar Sunshares program.

FISCAL IMPACT

None

BACKGROUND/DISCUSSION

In 2015, the City of Foster City launched a program called Peninsula SunShares in partnership with Vote Solar. Though the program was initiated by Foster City, the program reached out for additional partners and grew in San Mateo County and beyond.

The outcome of the program was approximately 1,100 community members across the Bay Area signed up for free consultations to assess the solar potential of their properties, and there were more than 200 installations for a total of 975 kilowatts installed in the Bay Area. Participating customers saved approximately 15% on the cost of their systems compared to the market rate.

A new round of the program has been launched and cities are being asked to partner in the program, which includes both electric vehicle purchasing as well as solar photovoltaic installations. The Business Council on Climate Change (BC3) is managing the program, which includes a procurement process for qualified solar installers and electric vehicle manufacturers, management of a registration website, promotional materials, and educational workshops. The program is currently in the procurement stage.

Rachael Londer from the County of San Mateo, Office of Sustainability, BayREN program will provide a presentation on this opportunity.

ATTACHMENTS

None