



**Marin Clean Energy
Board of Directors Meeting
Thursday, February 5, 2015
7:00 P.M.**

Dawn Weisz
Chief Executive Officer

Kathrin Sears
Chair
County of Marin

Tom Butt
Vice Chair
City of Richmond

Bob McCaskill
City of Belvedere

Alan Schwartzman
City of Benicia

Sloan C. Bailey
Town of Corte Madera

Barbara Coler
Town of Fairfax

Kevin Haroff
City of Larkspur

Garry Lion
City of Mill Valley

Brad Wagenknecht
County of Napa

Denise Athas
City of Novato

Carla Small
Town of Ross

Ford Greene
Town of San Anselmo

Genoveva Calloway
City of San Pablo

Andrew McCullough
City of San Rafael

Ray Withy
City of Sausalito

Emmett O'Donnell
Town of Tiburon

1 (888) 632-3674
mceCleanEnergy.org

7811 Lincoln Ave. #320

**San Rafael Corporate Center, Tamalpais Room
750 Lindero Street, San Rafael, CA 94901**

Agenda Page 1 of 2

1. Swearing in of New MCE Board Members
2. Board Announcements (Discussion)
3. Public Open Time (Discussion)
4. Report from Chief Executive Officer (Discussion)
5. Consent Calendar (Discussion/Action)
 - C.1 12.4.14 Board Minutes
 - C.2 Approved Contracts Update
 - C.3 2nd Addendum to 3rd Agreement with Ellison Schneider & Harris
 - C.4 1st Agreement with Corporate Media Systems, Inc.
 - C.5 2nd Addendum to 2nd Agreement with Troutman Sanders
6. Resolution 2014-09 Honoring Board Member Lawrence W. Bragman (Discussion/Action)



Agenda material can be inspected in the Marin County Sheriff's lobby, located at 3501 Civic Center Drive, San Rafael, CA 94903. The meeting facilities are in accessible locations. If you are a person with a disability and require this document in an alternate format (example: Braille, Large Print, Audiotape, CD-ROM), you may request it by using the contact information below. If you require accommodation (example: ASL Interpreter, reader, note taker) to participate in any MCE program, service or activity, you may request an accommodation by calling (415) 464-6032 (voice) or 711 for the California Relay Service or by e-mail at djackson@mceCleanEnergy.org not less than **four work days** in advance of the event.



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Agenda Page 2 of 2

7. Budget
 - a. Monthly Budget Update (Discussion)
 - b. Budget Adjustment for FY 2014/15 (Discussion/Action)
 - c. Proposed Budget for FY 2015/16 (Discussion/Action)
8. Proposed Rates for FY 2015/16 (Discussion/Action)
9. Communications Update (Discussion)
10. Board Member & Staff Matters (Discussion)
11. Adjourn



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February 5, 2015

TO: Marin Clean Energy Board of Directors

FROM: Emily Goodwin, Director of Internal Operations

RE: First Agreement with Corporate Media Systems, Inc. (Agenda Item #05 – C.4)

ATTACHMENTS:

- A. First Agreement with Corporate Media Systems, Inc.
- B. CMS Project Bid

Dear Board Members:

SUMMARY:

MCE is requesting Board approval for the proposed agreement with Corporate Media Systems, Inc. (CMS). CMS has proposed to provide: 1) custom audio visual (A/V) system design, 2) new high quality, full service audio visual equipment, 3) installation services, and 4) staff training at MCE's new headquarters at 700 Fifth Avenue San Rafael. The proposed scope of work enables MCE to host community group meetings, MCE Board and Committee meetings, planned exhibits in the Energy Efficiency Demonstration Room, and facilitate staff meetings or gatherings in the dedicated MCE conference rooms. The proposed technology allows access to information or resources online or streaming, high speed wireless internet and secure connectivity to the server.

This technology upgrade will support on-site, versatile, up-to-date meeting space that will serve MCE's needs as well as those of community based organizations who will be able to rent the conference room at reasonable rates.

CMS is a locally owned and operated, full service provider of audio visual system design and equipment. CMS has 40 years' experience servicing municipalities and non-profit agencies like MCE throughout the Bay Area.

Background

The proposed CMS bid will equip MCE's new headquarters with the necessary AV equipment to support full business operations which will be permanently installed throughout key locations in the building. The equipment is capable of being safely

removed should MCE decide to relocate before the useful life of the hardware has been reached. The system is designed to accommodate seamless addition of new components with simple add-ons, such as cameras and microphones or complex upgrades that could synchronize presentations broadcast to multiple rooms. All hardware and equipment comes with the standard manufacturer's warranty of one to three years.

Once fully installed, CMS would provide an onsite training for staff to on how to use and care for all components of the equipment. On an on-going basis, CMS offers equipment servicing and repair at client-based pricing on its systems.

CMS is a locally owned and operated, full service provider for audio visual system design, build and rental. CMS has worked with MCE staff to effectively balance current needs at the new office headquarters with budgetary requirements. Other CMS clients include: Local Chambers of Commerce, The City of San Rafael, County of Marin and Marin Municipal Water District (MMWD).

Scope Summary

The proposed agreement covers all key components and installation of the needed A/V equipment for the new office. A summary proposed component is provided below.

Large Conference Room¹

Equipment	Function
Two ceiling mounted projectors	Shared or isolated presentation capability (and related signal distributors and controls)
Customized speaker system with six speakers	Evenly distributed sound quality and control
Wireless power capability	Access control of components within and for the entire system
Image and audio feed hardware	Presentation control and audio recording capabilities
HDMI and Analog feed capability kits	Compatibility with all information input types from standard lap top computers
Nine wireless microphones for panel discussions	Accommodates a variety of table configurations
Two handheld microphones	Located at podium and other table locations
Related audio mixers and controls	Required for wireless and handheld microphones
ADA accessibility kit	For hearing impaired (audio body pack and ear pieces)

¹ MCE inherited two quality projector screens from the previous tenant, hence those items not included in the proposed hardware for the Large Conference Room.

Medium Conference Room

Equipment	Function
52" LED monitor	Viewing of presentations, videos and trainings for staff and business partners
HDMI and Analog feed capability kits	Compatibility with all information input types

Energy Efficiency Demonstration Room

Equipment	Function
52" LED monitor	Viewing of presentations, videos and trainings in support of rotating displays for a variety of outreach and education purposes
HDMI and Analog feed capability kits	Compatibility with all information input types

Staff Meeting Rooms on 2nd floor

Equipment	Function
Two - 42" LED monitor	Viewing of presentations, videos and trainings for staff in dedicated staff meeting rooms

The attached project bid lists all design and engineering, labor and hardware costs for each office locations aforementioned. The attached hardware product descriptions help identify each specific product technology in terms of unit descriptions.

Recommendation: Authorize approval of First Agreement with Corporate Media Systems, Inc.

**MARIN CLEAN ENERGY
STANDARD SHORT FORM CONTRACT**

**FIRST AGREEMENT
BY AND BETWEEN
MARIN CLEAN ENERGY AND CORPORATE MEDIA SYSTEMS, INC.**

THIS FIRST AGREEMENT ("Agreement") is made and entered into this day February 5, 2015 by and between MARIN CLEAN ENERGY, hereinafter referred to as "MCE" and CORPORATE MEDIA SYSTEMS, INC., hereinafter referred to as "Contractor."

RECITALS:

WHEREAS, MCE desires to retain a person or firm to provide the following services: multi-purpose Board room and conference room installation at 700 Fifth Avenue in San Rafael;

WHEREAS, Contractor warrants that it is qualified and competent to render the aforesaid services;

NOW, THEREFORE, for and in consideration of the agreement made, and the payments to be made by MCE, the parties agree to the following:

1. SCOPE OF SERVICES:

Contractor agrees to provide all of the services described in **Exhibit A** attached hereto and by this reference made a part hereof.

2. FURNISHED SERVICES:

MCE agrees to make available all pertinent data and records for review, subject to MCE Policy 001 - Confidentiality.

3. FEES AND PAYMENT SCHEDULE; INVOICING:

The fees and payment schedule for furnishing services under this Agreement shall be based on the rate schedule which is attached hereto as **Exhibit B** and by this reference incorporated herein. Said fees shall remain in effect for the entire term of the Agreement. Contractor shall provide MCE with his/her/its Federal Tax I.D. number prior to submitting the first invoice. Contractor is responsible for billing MCE in a timely and accurate manner. Contractor shall invoice MCE on a monthly basis for any services rendered or expenses incurred hereunder. Fees and expenses invoiced beyond 90 days will not be reimbursable. The final invoice must be submitted within 30 days of completion of the stated scope of services or termination of this Agreement.

4. MAXIMUM COST TO MCE:

In no event will the cost to MCE for the services to be provided herein exceed the maximum sum of **\$47,335**.

5. TIME OF AGREEMENT:

This Agreement shall commence on **February 5, 2015**, and shall terminate on **December 31, 2015**. Certificate(s) of Insurance must be current on the day the Agreement commences and if scheduled to lapse prior to termination date, must be automatically updated before final payment may be made to Contractor.

6. INSURANCE:

All required insurance coverages shall be substantiated with a certificate of insurance and must be signed by the insurer or its representative evidencing such insurance to MCE. The general liability policy shall be endorsed naming the Marin Clean Energy and its employees, officers and agents as additional insureds. The certificate(s) of insurance and required endorsement shall be furnished to MCE prior to commencement of work. Each certificate shall provide for thirty (30) days advance written notice to MCE of any cancellation or reduction in coverage. Said policies shall remain in force through the life of this Agreement and shall be payable on a per occurrence basis only, except those required by paragraph 6.4 which may be provided on a claims-made basis consistent with the criteria noted therein.

Nothing herein shall be construed as a limitation on Contractor's obligations under paragraph 16 of this Agreement to indemnify, defend and hold MCE harmless from any and all liabilities arising from the Contractor's negligence, recklessness or willful misconduct in the performance of this Agreement. MCE agrees to timely notify the Contractor of any negligence claim.

Failure to provide and maintain the insurance required by this Agreement will constitute a material breach of the agreement. In addition to any other available remedies, MCE may suspend payment to the Contractor for any services provided during any time that insurance was not in effect and until such time as the Contractor provides adequate evidence that Contractor has obtained the required coverage.

6.1 GENERAL LIABILITY

The Contractor shall maintain a commercial general liability insurance policy in an amount of no less than one million dollars (\$1,000,000) with a two million dollar (\$2,000,000) aggregate limit. MCE shall be named as an additional insured on the commercial general liability policy and the Certificate of Insurance shall include an additional endorsement page. (see sample form: ISO - CG 20 10 11 85).

6.2 AUTO LIABILITY

Where the services to be provided under this Agreement involve or require the use of any type of vehicle by Contractor in order to perform said services, Contractor shall also provide comprehensive business or commercial automobile liability coverage including non-owned and hired automobile liability in the amount of one million dollars combined single limit (\$1,000,000.00).

6.3 WORKERS' COMPENSATION

The Contractor acknowledges the State of California requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of the Labor Code. If Contractor has employees, a copy of the certificate evidencing such insurance or a copy of the Certificate of Consent to Self-Insure shall be provided to MCE prior to commencement of work.

6.4 PROFESSIONAL LIABILITY INSURANCE

Coverages required by this paragraph may be provided on a claims-made basis with a "Retroactive Date" either prior to the date of the Agreement or the beginning of the contract work. If the policy is on a claims-made basis, coverage must extend to a minimum of twelve (12) months beyond completion of contract work. If coverage is cancelled or non-renewed, and not replaced with another claims made policy form with a "retroactive date" prior to the Agreement effective date, the contractor must purchase "extended reporting" coverage for a minimum of twelve (12) months after completion of contract work. Contractor shall maintain a policy limit of not less than \$1,000,000 per incident. If the deductible or self-insured retention amount exceeds \$100,000, MCE may ask for evidence that contractor has segregated amounts in a special insurance reserve fund or contractor's general insurance reserves are adequate to provide the necessary coverage and MCE may conclusively rely thereon.

7. NONDISCRIMINATORY EMPLOYMENT:

Contractor and/or any permitted subcontractor, shall not unlawfully discriminate against any individual based on race, color, religion, nationality, sex, sexual orientation, age or condition of disability. Contractor and/or any permitted subcontractor understands and agrees that Contractor and/or any permitted subcontractor is bound by and will comply with the nondiscrimination mandates of all Federal, State and local statutes, regulations and ordinances.

8. SUBCONTRACTING:

The Contractor shall not subcontract nor assign any portion of the work required by this Agreement without prior written approval of MCE except for any subcontract work identified herein. If Contractor hires a subcontractor under this Agreement, Contractor shall require subcontractor to provide and maintain insurance coverage(s) identical to what is required of Contractor under this Agreement and shall require subcontractor to name Contractor as additional insured under this Agreement. It shall be Contractor's responsibility to collect and maintain current evidence of insurance provided by its subcontractors and shall forward to MCE evidence of same.

9. ASSIGNMENT:

The rights, responsibilities and duties under this Agreement are personal to the Contractor and may not be transferred or assigned without the express prior written consent of MCE.

10. RETENTION OF RECORDS AND AUDIT PROVISION:

Contractor and any subcontractors authorized by the terms of this Agreement shall keep and maintain on a current basis full and complete documentation and accounting records, employees' time sheets, and correspondence pertaining to this Agreement. Such records shall include, but not be limited to, documents supporting all income and all expenditures. MCE shall have the right, during regular business hours, to review and audit all records relating to this Agreement during the Contract period and for at least five (5) years from the date of the completion or termination of this Agreement. Any review or audit may be conducted on Contractor's premises or, at MCE's option, Contractor shall provide all records within a maximum of fifteen (15) days upon receipt of written notice from MCE. Contractor shall refund any monies erroneously charged.

11. WORK PRODUCT:

All finished and unfinished reports, plans, studies, documents and other writings prepared by and for Contractor, its officers, employees and agents in the course of implementing this Agreement shall become the sole property of MCE upon payment to Contractor for such work. MCE shall have the exclusive right to use such materials in its sole discretion without further compensation to Contractor or to

any other party. Contractor shall, at MCE's expense, provide such reports, plans, studies, documents and writings to MCE or any party MCE may designate, upon written request. Contractor may keep file reference copies of all documents prepared for MCE.

12. TERMINATION:

- A. If the Contractor fails to provide in any manner the services required under this Agreement or otherwise fails to comply with the terms of this Agreement or violates any ordinance, regulation or other law which applies to its performance herein, MCE may terminate this Agreement by giving five (5) calendar days written notice to the party involved.
- B. The Contractor shall be excused for failure to perform services herein if such services are prevented by acts of God, strikes, labor disputes or other forces over which the Contractor has no control.
- C. Either party hereto may terminate this Agreement for any reason by giving thirty (30) calendar days written notice to the other parties. Notice of termination shall be by written notice to the other parties and be sent by registered mail.
- D. In the event of termination not the fault of the Contractor, the Contractor shall be paid for services performed to the date of termination in accordance with the terms of this Agreement so long as proof of required insurance is provided for the periods covered in the Agreement or Amendment(s).

13. AMENDMENT:

This Agreement may be amended or modified only by written agreement of all parties.

14. ASSIGNMENT OF PERSONNEL:

The Contractor shall not substitute any personnel for those specifically named in its proposal unless personnel with substantially equal or better qualifications and experience are provided, acceptable to MCE, as is evidenced in writing.

15. JURISDICTION AND VENUE:

This Agreement shall be construed in accordance with the laws of the State of California and the parties hereto agree that venue shall be in Marin County, California.

16. INDEMNIFICATION:

Contractor agrees to indemnify, defend, and hold MCE, its employees, officers, and agents, harmless from any and all liabilities including, but not limited to, litigation costs and attorney's fees arising from any and all claims and losses to anyone who may be injured or damaged by reason of Contractor's negligence, recklessness or willful misconduct in the performance of this Agreement.

17. NO RECOURSE AGAINST CONSTITUENT MEMBERS OF MCE:

MCE is organized as a Joint Powers Authority in accordance with the Joint Exercise of Powers Act of the State of California (Government Code Section 6500, et seq.) pursuant to the Joint Powers Agreement and is a public entity separate from its constituent members. MCE shall solely be responsible for all debts, obligations and liabilities accruing and arising out of this Agreement. Contractor shall have no rights and shall not make any claims, take any actions or assert any remedies against any of MCE's constituent members in connection with this Agreement.

18. COMPLIANCE WITH APPLICABLE LAWS:

The Contractor shall comply with any and all Federal, State and local laws and resolutions (including, but not limited to the County of Marin Nuclear Free Zone, Living Wage Ordinance, and Resolution #2005-97 of the Board of Supervisors prohibiting the off-shoring of professional services involving employee/retiree medical and financial data) affecting services covered by this Agreement. Copies of any of the above-referenced local laws and resolutions may be secured from MCE's contact person referenced in paragraph 19. NOTICES below.

19. NOTICES

This Agreement shall be managed and administered on MCE's behalf by the Contract Manager named below. All invoices shall be submitted and approved by this Agreement Manager and all notices shall be given to MCE at the following location:

Contract Manager: Sarah Estes-Smith, Administrative Associate

MCE Address: 781 Lincoln Ave., Suite 320

San Rafael, CA 94901

Email Address: invoices@mcecleanenergy.org

Telephone No.: (415) 464-6028

Notices shall be given to Contractor at the following address:

Contractor:	Karl Dannecker
Address:	1261-K Andersen Drive
	San Rafael, CA 94901
Email Address:	karld@cmsrents.com
Telephone No.:	(415) 457-9550

20. ACKNOWLEDGEMENT OF EXHIBITS

	<input checked="" type="checkbox"/>	<u>Check applicable Exhibits</u>	<u>CONTRACTOR'S INITIALS</u>
<u>EXHIBIT A.</u>	<input checked="" type="checkbox"/>	Scope of Services	
<u>EXHIBIT B.</u>	<input checked="" type="checkbox"/>	Fees and Payment	
<u>EXHIBIT C.</u>	<input checked="" type="checkbox"/>	Quote for Installation Services	

IN WITNESS WHEREOF, the parties have executed this Agreement on the date first above written.

APPROVED BY

Marin Clean Energy:

By: _____
Executive Officer
Date: _____

By: _____
Chairperson
Date: _____

CONTRACTOR:

By: _____
Name: _____
Date: _____

MCE COUNSEL REVIEW AND APPROVAL (Only required if any of the noted reason(s) applies)

REASON(S) REVIEW:

- Standard Short Form Content Has Been Modified
- Optional Review by MCE Counsel at Marin Clean Energy's Request

MCE Counsel: _____

Date: _____

EXHIBIT A
SCOPE OF SERVICES (required)

Contractor will provide audio visual installation services at 700 Fifth Avenue in San Rafael, as outlined in the attached bid, as requested and directed by MCE staff, up to the maximum time/fees allowed under this Agreement.

1. Design and installation of a full audio visual system for the large conference room. The large conference room will allow for display of computer content on two (owner provided) projection screens. The video connects to a computer output to project systems at two locations (west and north wall). The audio will include ceiling mounted speakers to support computer audio program content. Wireless microphone system will capture participants and presenter. Control and interface with the system will be managed by wall plate controller which provides for: power on/off, volume up/down and selection of source input. This scope includes equipment racks and misc. hardware. All hardware items are listed below.

Hardware Components:

- 1 Shure SLX HH Wireless Podium/Presenter
- 1 Shure DFR EQ/Feedback Reducer
- 1 Shure SCM800 Series Microphone Auto/Mixer
- 1 Equipment Cabinet Power Supply – AC power for equipment
- 1 ADA Four Receiver System – listening required system for the hearing impaired
- 1 Lot/Speaker Cable
- 1 Lot/Microphone Cable
- 1 Misc. Hardware, Connectors
- 1 Line In/Line Out Patch Panel – Presentations and recording
- 2 Shure Antenna Power & Distribution
- 9 Shure SLX Desk Set
- 6 EXTRON Ceiling Speaker/70V
- 2 EXTRON MLC Controller for projectors
- 1 EXTON MLS Switcher for inputs to projectors
- 2 EXTRON SY IST VGA Kit
- 2 EXTRON HSA Insert – connections on input panel
- 2 EXTROM MLM – connections on input panel
- 2 Chief Projector Mount w/CMS,RPAU,CMS – for suspended ceiling
- 2 Eiki EIP55 Projector
- 2 EXTRON HDMI Cable Kit
- 2 Credenza Rack Cabinet – assembly for mounting equipment in credenza
- 1 Credenza Cable Install kit – equipment connectivity
- 1 EXTRON AV Signal distribution
- 1 Shure SCM Aux mixer for presentations
- 1 Shure SLX HH Wireless/Staff
- 1 Shure SCM400 Series Auto/Mixer

2. Design and installation of audio/visual equipment for the energy efficiency demonstration room and the medium conference room on the 1st floor. Both rooms involve the same scope of work and include display on monitors of computer content from the wall input and video for connectivity of computer video output to the LED display. Audio will come directly from speakers in the monitors and they will be remote controlled for power on/off, volume and source input with remote control included with monitor purchase. All hardware items are listed below:

Hardware Components:

- 1 EXTRON Input Panel VGA/HDMI
- 1 EXTRON Install Kit/Connectors
- 1 Chief Universal Wall Mount/Tilt
- 1 SAMSUNG 52" Monitor

3. Design and installation of audio visual equipment for two staff meeting rooms on the 2nd floor. Work includes display on monitors of computer content from the wall input and video for connectivity of computer video output to the LED display. Audio will come directly from speakers in the monitors and they will be remote controlled for power on/off, volume and source input with remote control included with monitor purchase. All hardware items are listed below:

Hardware Components:

- 1 EXTRON Input Panel VGA/HDMI
- 1 EXTRON Install Kit/Connectors
- 2 Chief Universal Wall Mount/Tilt
- 2 SAMSUNG 42" Monitor

EXHIBIT B
FEES AND PAYMENT SCHEDULE

For services provided under this agreement, MCE shall pay the Contractor in accordance with the following payment fees/schedule:

1. \$15,778.33 can be invoiced for payment upon execution of the contract scheduled for Friday 2/06/15.
2. \$15,778.33 can be invoiced for payment upon completion of all work detailed in item #1 of scope for the large conference room.
3. \$15,778.33 can be invoiced for payment upon completion of all work detailed in items #2 and #3 of scope for the energy efficiency room demonstration room, medium conference room and both staff meeting rooms.

In no event shall the total cost to MCE for the service provided herein exceed the maximum sum of **\$47,335** for the term of the agreement.



Corporate Media Systems, Inc.
1261-K Andersen Drive
CA License # 764095
San Rafael, CA 94901

Voice: (415) 457-9550
Fax: (415) 258-9616
cms@cmsrents.com

To: Emily Goodwin

Marin Clean Energy

781 Lincoln Ave. - Ste. 320

San Rafael, CA 94901

Phone: (415) 464-6035 Ext:

Fax:

Email: egoodwin@marinenergy.com

From: Karl W. Dannecker
Attached: Job for MCE Multi-Purpose Board Room

Job Start: FEB 18 15
Job End: FEB 28 15
Our Job #: 15178-2

Status: Inquiry
Job Total: \$ 47,334.11
Terms: COD
Pages:

I (WE) in agreement with CORPORATE MEDIA SYSTEMS, Inc. do hereby purchase the equipment specified. It is agreed that equipment pricing is good for only 30 days from the proposal date.

Cancellations are subject to a 100% fee unless canceled at least 72 hours prior to delivery or pick up at which point a 25% restocking fee will apply. Please review the following proposal; confirm the information on the upper right, sign at the lower right and FAX back to confirm your order.

**** ALL ORDERS THAT REQUIRE CMS LABOR MAY INCUR A 15% LATE BOOKING FEE IF NOT CONFIRMED BY SPECIFIC DATE.
FAX #: 415-258-9616**

Date: _____ Date: _____

Corporate Media Systems, Inc.

Marin Clean Energy

Signature: _____ Signature: _____

Name & Title: _____ Name & Title: _____



Corporate Media Systems, Inc.
 1261-K Andersen Drive
 CA License # 764095
 San Rafael, CA 94901

Voice: (415) 457-9550
Fax: (415) 258-9616
cms@cmsrents.com

Job provided on FEB 2 15 For:
 Emily Goodwin
Marin Clean Energy
 781 Lincoln Ave. - Ste. 320
 San Rafael, CA 94901

Phone: (415) 464-6035
Cell:

Ext:
Fax:

Quote By: Karl W. Dannecker
Our Job #: IN - 15178-2
Job Status: Inquiry
Purchase Order: TBD

Ship Via:
Return Via:

Invoice To: Marin Clean Energy
 781 Lincoln Ave. - Ste. 320
 San Rafael, CA 94901
Terms: COD

Job Site: MCE Office Building
Room: Multi-Purpose Board Room
Address: 700 Fifth Street

Installation Wed FEB 18 15 08:00

San Rafael, CA 94901
Contact: Emily Goodwin (415) 464-6035

Installation Sat FEB 28 15 12:00

Description: MCE Multi-Purpose Board Room

RESALE ITEMS

QTY	Description
1	XXXX BOARD ROOM EQUIPMENT XXXX
1	Shure DFR EQ/Feedback Reducer
1	Shure SCM800 Series Auto/Mixer
1	Equipment Cabinet Power Supply
1	LISTEN ADA Four Receiver System
1	Lot/Speaker Cable
1	Lot/Microphone Cable
1	Misc. Hardware,Connectors
1	Line In/Line Out Patch Panel
2	Shure Antenna Power & Distribution
9	Shure SLX Desk Set
6	EXTRON Ceiling Speaker/70V
2	EXTRON MLC Controller
1	EXTRON MLS Switcher
2	EXTRON SY IST VGA Kit
2	EXTRON HSA Insert
2	EXTRON MLM
2	Chief Projector Mount w/CMS,RPAU
2	Eiki EIP55 Projector
2	EXTRON HDMI Cable Kit
2	Credenza Rack Cabinet
1	Credenza Cable Insall kit
1	EXTRON AV Distribution
1	Shure SCM Aux Mixer
1	Shure SLX HH Wireless/Staff
1	Shure SCM400 Series Auto/Mixer
1	Shure SLX HH Wireless Podium/Presenter
1	XX CONFERENCE ROOM B EQUIPMENT XX
1	EXTRON Input Panel VGA/HDMI
1	EXTRON Install Kit/Connectors
1	Chief Universal Wall Mount/Tilt
1	SAMSUNG 52" Monitor
1	XXXXX EE ROOM EQUIPMENT XXXXX
1	EXTRON Input Panel VGA/HDMI
1	EXTRON Install Kit/Connectors
1	Chief Universal Wall Mount/Tilt
1	SAMSUNG 52" Monitor
1	XXXXX EMPLOYEE LOUNGE XXXXX
1	Chief Universal Wall Mount/Tilt



Corporate Media Systems, Inc.
 1261-K Andersen Drive
 CA License # 764095
 San Rafael, CA 94901

Voice: (415) 457-9550
 Fax: (415) 258-9616
 cms@cmsrents.com

Job provided on FEB 2 15 For:
 Emily Goodwin
Marin Clean Energy
 781 Lincoln Ave. - Ste. 320
 San Rafael, CA 94901

Phone: (415) 464-6035
 Cell:

Ext:
 Fax:

Description: MCE Multi-Purpose Board Room

RESALE ITEMS

QTY	Description
1	SAMSUNG 42" Monitor
1	XXXXX SECOND FLOOR/TBD XXXXX
1	Chief Universal Wall Mount/Tilt
1	SAMSUNG 42" Monitor
1	EXTRON Input Panel VGA/HDMI
1	EXTRON Install Kit/Connectors

Resale Items Total: \$ 33,212.00
Resale Items Tax: \$ 3,072.11

LABOR

**THIS IS AN ESTIMATED LABOR COST. ACTUAL LABOR WILL BE CHARGED.*

Date	Time	QTY	Personnel/Task
FEB 18 15			
08:00	16:00	1	Shop Labor/Board Room-Installation
FEB 19 15			
08:00	16:00	1	Shop Labor/Board Room-Installation
FEB 20 15			
08:00	16:00	1	Shop Labor/Board Room-Installation
FEB 23 15			
08:00	16:00	1	Shop Labor/Board Room-Installation
FEB 24 15			
08:00	16:00	1	Shop Labor/Board Room-Installation
FEB 25 15			
08:00	16:00	1	Shop Labor/Conf Rm B-Installation
FEB 26 15			
08:00	16:00	1	Shop Labor/EE&Lounge-Installation
FEB 27 15			
08:00	16:00	1	Shop Labor/EE&Lounge-Installation
FEB 28 15			
08:00	12:00	1	Shop Labor/2nd Floor-Installation

Labor Total: \$ 8,550.00

MISCELLANEOUS

QTY	Description
1	Design & Engineering
1	Freight N/C

Misc. Total: \$ 2,500.00



Corporate Media Systems, Inc.
1261-K Andersen Drive
CA License # 764095
San Rafael, CA 94901

Voice: (415) 457-9550
Fax: (415) 258-9616
cms@cmsrents.com

Job provided on FEB 2 15 For:
Emily Goodwin
Marin Clean Energy
781 Lincoln Ave. - Ste. 320
San Rafael, CA 94901

Phone: (415) 464-6035
Cell:

Ext:
Fax:

**Description: MCE Multi-Purpose Board Room
MISCELLANEOUS**

QTY	Description
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Job Grand Total:	\$ 47,334.11
PAID TO DATE:	\$ 0.00
BALANCE:	\$ 47,334.11



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Job provided on FEB 2 15 For:

Emily Goodwin
Marin Clean Energy
781 Lincoln Ave. - Ste. 320
San Rafael, CA 94901

Phone: (415) 464-6035 Ext:
Fax:

Quote By: Karl W. Dannecker
Our Job #: IN - 15178-2
Job Status: Inquiry
Purchase Order: TBD

Ship Via:
Return Via:

Invoice To: Marin Clean Energy

781 Lincoln Ave. - Ste. 320
San Rafael, CA 94901

Terms: COD

Job Site: MCE Office Building
Room: Multi-Purpose Board Room
Address: 700 Fifth Street

Installation Wednesday FEB 18 15 08:00

San Rafael, CA 94901
Contact: Emily Goodwin (415) 464-6035

Installation Saturday FEB 28 15 12:00

Description: MCE Multi-Purpose Board Room

General Notes: THE INSTALLATION DATES ON THIS ORDER ARE NOT DETERMINED. SPECIFIC LOCATIONS OF SOME OF THE EQUIPMENT ON THIS ORDER ARE STILL TO BE DETERMINED.

MARIN CLEAN ENERGY

OPERATING FUND

Proposed Budget

Fiscal Year 2015/16

	2014/15 Proposed Amended Budget	2015/16 Proposed Budget	Increase (Decrease)
REVENUE AND OTHER SOURCES:			
Revenue - Electricity (net of allowance)	\$ 99,126,394	\$ 145,933,097	\$ 46,806,703
Revenue - Consideration from lease termination	400,000	-	(400,000)
Total sources	<u>99,526,394</u>	<u>145,933,097</u>	<u>46,406,703</u>
EXPENDITURES AND OTHER USES:			
CURRENT EXPENDITURES			
Cost of energy	87,900,551	129,522,715	41,622,164
Personnel	2,140,000	2,964,000	824,000
Technical consultants	545,000	629,000	84,000
Legal counsel	405,000	360,000	(45,000)
Communications consultants and related expenses	750,000	751,000	1,000
Data manager	2,550,000	2,862,000	312,000
Service fees - PG&E	705,000	921,000	216,000
Other services	354,000	418,000	64,000
General and administration	370,000	329,000	(41,000)
Occupancy	-	260,000	260,000
Integrated demand side pilot programs	-	50,000	50,000
Marin County green business program	15,000	10,000	(5,000)
Low income solar programs	25,000	35,000	10,000
Total current expenditures	<u>95,759,551</u>	<u>139,111,715</u>	<u>43,352,164</u>
CAPITAL OUTLAY	420,000	150,000	(270,000)
DEBT SERVICE	1,195,000	1,020,000	(175,000)
INTERFUND TRANSFER TO:			
Renewable Energy Reserve Fund	-	1,000,000	1,000,000
Local Renewable Energy Development Fund	109,994	151,383	41,389
Total interfund transfers	<u>109,994</u>	<u>1,151,383</u>	<u>1,041,389</u>
Total expenditures	<u>97,484,545</u>	<u>141,433,098</u>	<u>43,948,553</u>
Net increase (decrease) in available fund balance	<u>\$ 2,041,849</u>	<u>\$ 4,500,000</u>	<u>\$ 2,458,151</u>

NOTES/COMMENTS

Electricity Revenue - projected revenue includes expanded territories and rate increases.

Cost of energy - projected cost of energy includes expanded territories.

Personnel - increase due to planned staff hires for new territories, transitioning work performed by external communications consultants to staff, and cost of living adjustments and raises.

Technical consultants - costs increase with expanded territory.

Legal - drop from prior year, when unexpected costs related to AB 2145 occurred.

Communications - essentially holding flat, with transition to replace external consultants with staff.

Data Manager - Noble Solutions charges per meter, which increased with territory expansion.

Service Fees PG&E - charged by the account which increased with territory expansion.

Other Services - planned increase for inflation, costs related to setting up the new building.

G&A - this category no longer includes office lease, so the budget is reduced from last year. Costs associated with the new building and additional staff will offset some of this savings.

Occupancy - this new category includes office lease, utilities and maintenance in the new office building.

Capital Outlay - capital required for tenant improvements, employee workstations in new building.

MARIN CLEAN ENERGY

ENERGY EFFICIENCY PROGRAM FUND

**Proposed Budget
Fiscal Year 2015/16**

	<u>2014/15 Budget</u>	<u>2015/16 Proposed Budget</u>	<u>Increase (Decrease)</u>
REVENUE AND OTHER SOURCES:			
Public purpose energy efficiency program	\$ 1,505,702	\$ 1,505,702	-
EXPENDITURES AND OTHER USES:			
CURRENT EXPENDITURES			
Public purpose energy efficiency program	1,505,702	1,505,702	-
Net increase (decrease) in fund balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

LOCAL RENEWABLE ENERGY DEVELOPMENT FUND

**Proposed Budget
Fiscal Year 2015/16**

	<u>2014/15 Budget</u>	<u>2015/16 Proposed Budget</u>	<u>Increase (Decrease)</u>
REVENUE AND OTHER SOURCES:			
Transfer from Operating Fund	\$ 109,994	\$ 151,383	41,389
EXPENDITURES AND OTHER USES:			
Capital Outlay	109,994	151,383	41,389
Net increase (decrease) in fund balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

RENEWABLE ENERGY RESERVE FUND

**Proposed Budget
Fiscal Year 2015/16**

	<u>2014/15 Budget</u>	<u>2015/16 Proposed Budget</u>	<u>Increase (Decrease)</u>
REVENUE AND OTHER SOURCES:			
Transfer from Operating Fund	\$ -	\$ 1,045,000	1,045,000
EXPENDITURES AND OTHER USES:			
	-	1,045,000	1,045,000
Net increase (decrease) in fund balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>