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

San Rafael Corporate Center, Tamalpais Room  
750 Lindaro 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)
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
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 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 Room**

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

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

<table>
<thead>
<tr>
<th>Equipment</th>
<th>Function</th>
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</thead>
<tbody>
<tr>
<td>52” LED monitor</td>
<td>Viewing of presentations, videos and trainings for staff and business partners</td>
</tr>
<tr>
<td>HDMI and Analog feed capability kits</td>
<td>Compatibility with all information input types</td>
</tr>
</tbody>
</table>

### Energy Efficiency Demonstration Room

<table>
<thead>
<tr>
<th>Equipment</th>
<th>Function</th>
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<tbody>
<tr>
<td>52” LED monitor</td>
<td>Viewing of presentations, videos and trainings in support of rotating displays for a variety of outreach and education purposes</td>
</tr>
<tr>
<td>HDMI and Analog feed capability kits</td>
<td>Compatibility with all information input types</td>
</tr>
</tbody>
</table>

### Staff Meeting Rooms on 2nd floor

<table>
<thead>
<tr>
<th>Equipment</th>
<th>Function</th>
</tr>
</thead>
<tbody>
<tr>
<td>Two - 42” LED monitor</td>
<td>Viewing of presentations, videos and trainings for staff in dedicated staff meeting rooms</td>
</tr>
</tbody>
</table>

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
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 RECOUSE 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

<table>
<thead>
<tr>
<th>EXHIBIT A.</th>
<th>Scope of Services</th>
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<tbody>
<tr>
<td>EXHIBIT B.</td>
<td>Fees and Payment</td>
</tr>
<tr>
<td>EXHIBIT C.</td>
<td>Quote for Installation Services</td>
</tr>
</tbody>
</table>

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

APPROVED BY
Marin Clean Energy:

By:__________________________________
Executive Officer
Date:__________________
Name:______________________________

By:__________________________________
Chairperson
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 EXTRON MML – 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.
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: ___________________________
Description: MCE Multi-Purpose Board Room

RESALE ITEMS

<table>
<thead>
<tr>
<th>QTY</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>XXXX BOARD ROOM EQUIPMENT XXXX</td>
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<tr>
<td></td>
<td>1 Shure DFR EQ/Feedback Reducer</td>
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<tr>
<td></td>
<td>1 Shure SCM800 Series Auto/Mixer</td>
</tr>
<tr>
<td></td>
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<td>1 Lot/Speaker Cable</td>
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<td>1 EXTRON MLS Switcher</td>
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<td>2 EXTRON SY IST VGA Kit</td>
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<td>2 EXTRON HSA Insert</td>
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<td>2 EXTRON MLM</td>
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<td>2 Chief Projector Mount w/CMS,RPAU</td>
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<td>2 Eiki EIP55 Projector</td>
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<td>2 EXTRON HDMI Cable Kit</td>
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<td>1 Shure SLX HH Wireless Podium/Presenter</td>
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<td>1 XX CONFERENCE ROOM B EQUIPMENT XX</td>
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<td>1 EXTRON Input Panel VGA/HDMI</td>
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<td>1 SAMSUNG 52” Monitor</td>
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<td>1 XXXXX EMPLOYEE LOUNGE XXXX</td>
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<td>1 Chief Universal Wall Mount/Tilt</td>
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</tbody>
</table>
Description: MCE Multi-Purpose Board Room

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<td>SAMSUNG 42” Monitor</td>
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<tr>
<td>1</td>
<td>XXXXX SECOND FLOOR/TBD XXXXX</td>
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<td>1</td>
<td>Chief Universal Wall Mount/Tilt</td>
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<td>1</td>
<td>SAMSUNG 42” Monitor</td>
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<td>1</td>
<td>EXTRON Input Panel VGA/HDMI</td>
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<tr>
<td>1</td>
<td>EXTRON Install Kit/Connectors</td>
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Resale Items Total: $ 33,212.00
Resale Items Tax: $ 3,072.11

LABOR

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

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>QTY</th>
<th>Personnel/Task</th>
</tr>
</thead>
<tbody>
<tr>
<td>FEB 18 15</td>
<td>08:00</td>
<td>16:00</td>
<td>1 Shop Labor/Board Room-Installation</td>
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<tr>
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<td>FEB 24 15</td>
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<td>FEB 25 15</td>
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<td>1 Shop Labor/Conf Rm B-Installation</td>
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<td>FEB 27 15</td>
<td>08:00</td>
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<td>1 Shop Labor/EE&amp;Lounge-Installation</td>
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<td>FEB 28 15</td>
<td>08:00</td>
<td>12:00</td>
<td>1 Shop Labor/2nd Floor-Installation</td>
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Labor Total: $ 8,550.00

MISCELLANEOUS

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<th>Description</th>
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<tr>
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<td>Design &amp; Engineering</td>
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<td>1</td>
<td>Freight N/C</td>
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Misc. Total: $ 2,500.00
Description: MCE Multi-Purpose Board Room

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<th>Description</th>
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**MISCELLANEOUS**

Job Grand Total: $47,334.11

PAID TO DATE: $0.00

BALANCE: $47,334.11
Corporate Media Systems, Inc.
1261-K Andersen Drive
San Rafael, CA 94901

Phone: (415) 464-6035  Ext:
Fax: (415) 258-9616

cms@cmsrents.com

Job provided on FEB 215 For:
Emily Goodwin
Marin Clean Energy
781 Lincoln Ave. - Ste. 320
San Rafael, CA 94901

Quote By: Karl W. Dannecker
Our Job #: IN - 15178-2

Job Status: Inquiry

Purchase Order: TBD

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
San Rafael, CA 94901

Contact: Emily Goodwin  (415) 464-6035

Installation Wednesday FEB 18 15  08:00

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 99,526,394 145,933,097 46,406,703

**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 95,759,551 139,111,715 43,352,164

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 109,994 1,151,383 1,041,389

Total expenditures 97,484,545 141,433,098 43,948,553

Net increase (decrease) in available fund balance $2,041,849 $4,500,000 $2,458,151

**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**

<table>
<thead>
<tr>
<th></th>
<th>2014/15 Budget</th>
<th>2015/16 Proposed Budget</th>
<th>Increase (Decrease)</th>
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<tr>
<td><strong>REVENUE AND OTHER SOURCES:</strong></td>
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<tr>
<td>Public purpose energy efficiency program</td>
<td>$1,505,702</td>
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<td><strong>CURRENT EXPENDITURES</strong></td>
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<td>Public purpose energy efficiency program</td>
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<td>Net increase (decrease) in fund balance</td>
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### LOCAL RENEWABLE ENERGY DEVELOPMENT FUND

**Proposed Budget**  
**Fiscal Year 2015/16**

<table>
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<th>Increase (Decrease)</th>
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<tr>
<td><strong>REVENUE AND OTHER SOURCES:</strong></td>
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<tr>
<td>Transfer from Operating Fund</td>
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<td>$151,383</td>
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<td><strong>EXPENDITURES AND OTHER USES:</strong></td>
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<tr>
<td>Capital Outlay</td>
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<td>41,389</td>
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<td>Net increase (decrease) in fund balance</td>
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### RENEWABLE ENERGY RESERVE FUND

**Proposed Budget**  
**Fiscal Year 2015/16**

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<tr>
<td><strong>REVENUE AND OTHER SOURCES:</strong></td>
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<tr>
<td>Transfer from Operating Fund</td>
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<td>$1,045,000</td>
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<tr>
<td>Net increase (decrease) in fund balance</td>
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