



March 29, 2017

Dan Zaich  
Director of Strategic Initiatives  
San Rafael City Schools

**RE: Proposal for Energy Consultant Services for Procurement of Renewable Energy Projects**

Dear Mr. Zaich,

Sage Renewable Energy Consulting is pleased to present our proposal in response to the District's RFQ/RFP for Energy Consulting Services. Sage specializes in meeting the exact needs outlined in the request. Our core business is helping California public schools plan, refine and manage energy projects to meet schedule, reduce cost and risk, and optimize energy savings.

Sage is an independent energy consulting and project management firm based in San Rafael, CA. We have worked with more than 55 California school districts to assist with the successful planning, procurement, and implementation of renewable energy projects. Sage's active projects in PG&E territory include Novato USD, Livermore Valley JUSD, Rincon Valley USD, Union SD, San Mateo Community College, San Ramon Valley USD, Kern HSD, Taft UHSD, San Carlos SD, Redwood City SD and Benicia USD.

Our work as owner's representatives on public school energy projects includes performing investment-grade feasibility studies, evaluating and assisting with funding options, managing competitive procurements and evaluating proposals, contract assistance, project management during design, construction and commissioning, and performance review and management of operational systems.

Among the qualities that make our firm exceptionally qualified to perform the services outlined in the RFP/Q include:

- Deep understanding of school district solar PV projects. Through our work with California public school districts, we have strengthened and refined our expertise in helping schools mitigate project risk, negotiate academic and board calendars to facilitate decision-making, and manage procurement and implementation to optimize the value of energy projects.
- Extensive knowledge of the solar PV market. Sage has or is currently managing many of the major solar providers in California on public school projects for design, installation, operation and maintenance of solar PV systems. Sage knows how to work with and manage solar EPCs to foresee potential challenges and represent our clients' interests during contracting, design and construction. Our management of these EPCs continues to inform our RFP performance specifications and provide us a deep database of market pricing.
- Highly vetted approach and process. Sage's approach to planning and managing district-wide solar projects has been vetted and refined over many projects. Our innovative RFP templates

and submittal forms provide the basis for a transparent and fair comparison of proposals and are familiar to all major EPCs operating in California. Over the last decade, our approach has been continually perfected by our close working relationships with the legal, financial and construction management teams that serve our clients.

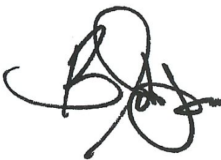
- Full project management services. We believe in and offer a comprehensive, integrated project management approach, outlined below, to reduce risk and ensure that projects meet schedule and goals at every phase.
- Sage is scrupulously independent. We are not associated with equipment manufacturers, vendors or contractors. Our independence guarantees our objectivity, and we properly align our incentives to put our client's goals and interests first. We take deep pride in the objectivity, accuracy and integrity of our work.

For this project, our firm will assign Elliott Feldman, a native of San Rafael, as project manager and primary contact for the District, with founding Principals Tom Williard, David Williard and myself providing technical and financial oversight and utility tariff and risk analysis. Our team also includes two full time energy analysts and project administrators.

Sage Renewable Energy Consulting received a copy of the District's standardized form of Agreement for Professional Services ("Agreement") attached as Exhibit "A" to the RFQ/P. Sage has reviewed the indemnity provisions and professional liability insurance provisions contained in the Agreement. If given the opportunity to contract with the District, Sage has no objections to the use of the Agreement.

We are confident that our firm's resources, history and expertise uniquely qualify us to help ensure the success of San Rafael City Schools' energy projects, and wish to congratulate the District on its enduring commitment to renewable energy. We look forward to continuing our discussion and answering any questions you may have.

Sincerely,

A handwritten signature in black ink, appearing to be 'Brent Johnson', with a stylized, cursive-like script.

**Brent Johnson, PE, LEED AP**

*Principal*

Sage Renewable Energy Consulting, Inc.

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## 5- Fee Proposal

Sage structures its fees around the size and complexity of a project and the scope of services being provided. We typically charge a fixed fee based on an extended OPSC fee schedule for energy consulting services. Our complete suite of project services usually spans about three years and equate to 1.0% - 3.5% of total project capital costs for most school district projects. For fixed fee services, all travel and other reimbursable expenses are inclusive of the set fee.

Task	Lump Sum
<b>Task 1</b> – Feasibility Review (14 Sites)	\$3500
<b>Task 2</b> – Investment-Grade Feasibility Study (14 Sites)	\$17,500
<b>Task 3</b> – RFP Development, Vendor Selection & Contracting	\$42,500
<b>Task 4</b> – Design Review & Permitting	TBD
<b>Task 5</b> – Construction Support, Commissioning (Cx) & Project Closeout	TBD
<b>Total Fee, Tasks 1-3:</b>	<b>\$63,500</b>