

SAN MATEO UNION HIGH SCHOOL DISTRICT

Approval of Consulting Agreements, Contracts, Invoices and Purchase Orders over \$25,000

Submitted to the Board of Trustees on 10/22/2021

VENDOR/CONTRACTOR	SITE/DEPT	DESCRIPTION	FUNDING SOURCE	AMOUNT
Dell	Districtwide	To replace 2000 old generation chromebooks (5+ years). This was approved by board of trustees in September 2021. Quote is on CMAS contract.	General Fund TSG	\$ 564,895.00
Sage Energy Consulting	Districtwide	For Solar Asset Consulting Services including Inspection, Performance Assessment, O&M Procurement, and Renewal Energy Certification and Management.	General Fund Sustainability	\$ 63,550.00
			TOTAL	\$ 628,445.00

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR BOARD APPROVAL (Over 25K)

To: Board of Trustees

Date: 10/13/2021

From: Simon Bettis

Site(s) or Department: Districtwide

District Office

Number of Quotes: 1

Vendor/Contractor: Dell

Reason for proposal:

To replace 2000 old generation chromebooks (5+ years). This was approved by board of trustees in September 2021. Quote is on CMAS contract.

Certificate of Insurance: n/a

Contract Amount: \$564,895

Funding Source: General Fund TSG

Approved by:

Simon Bettis 10/13/2021

Personnel who oversees Site/Department budget

Vanessa Castano 10/15/2021

Manager of Capital Facilities and Purchasing

Valerie Miller 10/15/2021

Director of Budget and Fiscal Services

Yancy Hawkins 10/15/2021

Associate Superintendent, Chief Business Officer



A quote for your consideration

Based on your business needs, we put the following quote together to help with your purchase decision. Below is a detailed summary of the quote we've created to help you with your purchase decision.

To proceed with this quote, you may respond to this email, order online through your [Premier page](#), or, if you do not have Premier, use this [Quote to Order](#).

Quote No.	3000099032259.1	Sales Rep	Debbie Trembley
Total	\$564,895.00	Phone	(800) 456-3355, 6180184
Customer #	95736668	Email	Debbie_Trembley@Dell.com
Quoted On	Sep. 17, 2021	Billing To	PAYABLE ACCOUNTS PAYABLE
Expires by	Oct. 17, 2021		SAN MATEO UNION HIGH SCHOOL
Contract Name	California Multiple Awards		650 N DELAWARE ST
	Schedule (CMAS)		SAN MATEO, CA 94401-1732
Contract Code	C000000008783		
Customer Agreement #	3-16-70-0012B		
Deal ID	22624482		

Message from your Sales Rep

Please contact your Dell sales representative if you have any questions or when you're ready to place an order. Thank you for shopping with Dell!

Regards,
Debbie Trembley

Shipping Group

Shipping To	Shipping Method
SIMON BETTIS SAN MATEO UNION HIGH SCHOOL 650 N DELAWARE ST SAN MATEO, CA 94401-1795 (650) 558-2487	Standard Ground

Product	Unit Price	Quantity	Subtotal
Chromebook 11 3100	\$254.00	2000	\$508,000.00

Subtotal:	\$508,000.00
Shipping:	\$0.00
Environmental Fee:	\$8,000.00
Non-Taxable Amount:	\$8,000.00
Taxable Amount:	\$508,000.00
Estimated Tax:	\$48,895.00

Total:	\$564,895.00
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Special lease pricing may be available for qualified customers. Please contact your DFS Sales Representative for details.

Shipping Group Details

Shipping To

SIMON BETTIS
 SAN MATEO UNION HIGH SCHOOL
 650 N DELAWARE ST
 SAN MATEO, CA 94401-1795
 (650) 558-2487

Shipping Method

Standard Ground

	Quantity	Subtotal
Chromebook 11 3100	2000	\$508,000.00
		\$254.00

Estimated delivery if purchased today:
 Sep. 27, 2021
 Contract # C000000008783
 Customer Agreement # 3-16-70-0012B

Description	SKU	Unit Price	Quantity	Subtotal
Dell Chromebook 3100	210-ARJL	-	2000	-
Intel Celeron N4020 (Dual Core, up to 2.8GHz, 4M Cache, 6W)	338-BUUI	-	2000	-
4GB 2400MHz LPDDR4 Non-ECC	370-ADZI	-	2000	-
16GB eMMC Hard Drive	400-AWCY	-	2000	-
11.6" HD (1366 x 768) Anti-Glare Non-Touch, Camera & Microphone, WLAN Capable	391-BDXY	-	2000	-
US English Keyboard, non-backlit	580-AHRW	-	2000	-
No Mouse	570-AADK	-	2000	-
Intel(R) Dual Band Wireless AC 9560 (802.11ac) 2x2 + Bluetooth 5.0	555-BEVK	-	2000	-
No Mobile Broadband Card	556-BBCD	-	2000	-
Primary 3-Cell 42WHr Battery	451-BCNK	-	2000	-
E4 65W Type-C EPEAT Adapter	492-BCXP	-	2000	-
US Power Cord	537-BBBL	-	2000	-
Quick Start Guide	340-CKUZ	-	2000	-
No Carrying Case	460-BBEX	-	2000	-
Chrome Education FGA	800-BBTT	-	2000	-
SERI Guide (ENG/FR/Multi)	340-AGIK	-	2000	-
Fixed Hardware Configuration	998-EWJC	-	2000	-
Label 0X01	389-DPUD	-	2000	-
Min Config Packaging	340-CLRT	-	2000	-
Dell,Regulatory Label,FCC,25WX13HMM,R0.5	389-DPTG	-	2000	-
Intel(R) Label	389-BHZJ	-	2000	-
BTS/BTP Smart Selection Shipment, Chromebook (VS)	800-BBQM	-	2000	-
EAN label	389-BKKL	-	2000	-
No UPC Label	389-BCGW	-	2000	-
Not Included	631-ABBH	-	2000	-
Non-Touch LCD Cover	320-BCTK	-	2000	-
Chrome EDUCATION Upgrade (CEdu)	634-BYQI	-	2000	-
Mail In Service after Remote Diagnosis, 1 Year	823-5167	-	2000	-
Dell Limited Hardware Warranty Initial Year	823-5168	-	2000	-

Subtotal:	\$508,000.00
Shipping:	\$0.00
Environmental Fee:	\$8,000.00
Estimated Tax:	\$48,895.00
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Total:	\$564,895.00

Important Notes

Terms of Sale

This Quote will, if Customer issues a purchase order for the quoted items that is accepted by Supplier, constitute a contract between the entity issuing this Quote ("Supplier") and the entity to whom this Quote was issued ("Customer"). Unless otherwise stated herein, pricing is valid for thirty days from the date of this Quote. All product, pricing and other information is based on the latest information available and is subject to change. Supplier reserves the right to cancel this Quote and Customer purchase orders arising from pricing errors. Taxes and/or freight charges listed on this Quote are only estimates. The final amounts shall be stated on the relevant invoice. Additional freight charges will be applied if Customer requests expedited shipping. Please indicate any tax exemption status on your purchase order and send your tax exemption certificate to Tax_Department@dell.com or ARSalesTax@emc.com, as applicable.

Governing Terms: This Quote is subject to: (a) a separate written agreement between Customer or Customer's affiliate and Supplier or a Supplier's affiliate to the extent that it expressly applies to the products and/or services in this Quote or, to the extent there is no such agreement, to the applicable set of Dell's Terms of Sale (available at www.dell.com/terms or www.dell.com/oemterms), or for cloud/as-a-Service offerings, the applicable cloud terms of service (identified on the Offer Specific Terms referenced below); and (b) the terms referenced herein (collectively, the "Governing Terms"). Different Governing Terms may apply to different products and services on this Quote. The Governing Terms apply to the exclusion of all terms and conditions incorporated in or referred to in any documentation submitted by Customer to Supplier.

Supplier Software Licenses and Services Descriptions: Customer's use of any Supplier software is subject to the license terms accompanying the software, or in the absence of accompanying terms, the applicable terms posted on www.Dell.com/eula. Descriptions and terms for Supplier-branded standard services are stated at www.dell.com/servicecontracts/global or for certain infrastructure products at www.dellemc.com/en-us/customer-services/product-warranty-and-service-descriptions.htm.

Offer-Specific, Third Party and Program Specific Terms: Customer's use of third-party software is subject to the license terms that accompany the software. Certain Supplier-branded and third-party products and services listed on this Quote are subject to additional, specific terms stated on www.dell.com/offeringspecificterms ("Offer Specific Terms").

In case of Resale only: Should Customer procure any products or services for resale, whether on standalone basis or as part of a solution, Customer shall include the applicable software license terms, services terms, and/or offer-specific terms in a written agreement with the end-user and provide written evidence of doing so upon receipt of request from Supplier.

In case of Financing only: If Customer intends to enter into a financing arrangement ("Financing Agreement") for the products and/or services on this Quote with Dell Financial Services LLC or other funding source pre-approved by Supplier ("FS"), Customer may issue its purchase order to Supplier or to FS. If issued to FS, Supplier will fulfill and invoice FS upon confirmation that: (a) FS intends to enter into a Financing Agreement with Customer for this order; and (b) FS agrees to procure these items from Supplier. Notwithstanding the Financing Agreement, Customer's use (and Customer's resale of and the end-user's use) of these items in the order is subject to the applicable governing agreement between Customer and Supplier, except that title shall transfer from Supplier to FS instead of to Customer. If FS notifies Supplier after shipment that Customer is no longer pursuing a Financing Agreement for these items, or if Customer fails to enter into such Financing Agreement within 120 days after shipment by Supplier, Customer shall promptly pay the Supplier invoice amounts directly to Supplier.

Customer represents that this transaction does not involve: (a) use of U.S. Government funds; (b) use by or resale to the U.S. Government; or (c) maintenance and support of the product(s) listed in this document within classified spaces. Customer further represents that this transaction does not require Supplier's compliance with any statute, regulation or information technology standard applicable to a U.S. Government procurement.

For certain products shipped to end users in California, a State Environmental Fee will be applied to Customer's invoice. Supplier encourages customers to dispose of electronic equipment properly.

Electronically linked terms and descriptions are available in hard copy upon request.

^Dell Business Credit (DBC):

OFFER VARIES BY CREDITWORTHINESS AS DETERMINED BY LENDER. Offered by WebBank to Small and Medium Business customers with approved credit. Taxes, shipping and other charges are extra and vary. Minimum monthly payments are the greater of \$15 or 3% of account balance. Dell Business Credit is not offered to government or public entities, or business entities located and organized outside of the United States.

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR BOARD APPROVAL (Over 25K)

To: Board of Trustees

Date: 10/21/2021

From: Linda Carlton

Site(s) or Department: Districtwide

Number of Quotes: 1 (Sole Source)

Vendor/Contractor: Sage Energy Consulting

Reason for proposal:

For Solar Asset Consulting Services including Inspection, Performance Assessment, O&M Procurement, and Renewal Energy Certification and Management

Certificate of Insurance: N/A (Off-Site)

Contract Amount: \$63,550.00

Funding Source: General Fund- Sustainability

Approved by:



10/21/2021

Personnel who oversees Site/Department budget

Vanessa Castano

10/21/2021

Manager of Capital Facilities and Purchasing

Valerie Miller

10/21/2021

Director of Budget and Fiscal Services

Yancy Hawkins

10/22/2021

Associate Superintendent, Chief Business Officer

Task Order SMUHSD Solar Asset Management

Task Order # 21003.2

DW Sustainability
9865

This Task Order is pursuant to the Professional Services Agreement ("PSA") between Sage Renewable Energy Consulting, Inc. ("SAGE") and San Mateo Union High School District ("CLIENT") dated January 22, 2021.

This Task Order must be mutually executed before work is commenced.

Project Name SMUHSD Solar Asset Management
Client San Mateo Union High School District
Physical Location San Mateo, CA
Estimated Start Date October 2021
Estimated End Date December 2023
Estimated Fees Fixed Fee, total of all Tasks: \$63,550

Project Contacts

SAGE	San Mateo Union High School District
Name: Katie Crider	Name: Yancy Hawkins
Title: Director of Asset Management	Title: Associate Superintendent and CBO
Email: katie@sagerenew.com	Email: yhawkins@smuhsd.org
Phone: 215-518-7919	Phone:
Address: 101 Lucas Valley Road, Suite 302 San Rafael, CA 94903	Address: 650 N. Delaware Street San Mateo, CA 94401

Project Overview

This task order outlines services for completing a Solar Inspection and Performance Assessment, O&M Procurement, Solar Asset Management, and REC services for the following sites:

- | | |
|-------------------------|--------------------------|
| Aragon High School ✓ | Burlingame High School ✓ |
| Mills High School ✓ | Hillsdale High School ✓ |
| San Mateo High School ✓ | Capuchino High School ✓ |

Scope of Work

Task 1 Solar Inspection and Performance Assessment

- 1.1 Conduct annual tariff modeling to reconstruct what the utility bill would have been without solar and determine actual savings generated by the solar project for 12-month period
- 1.2 Evaluate all applicable utility tariffs to ensure system is on tariff schedule that provides greatest financial benefit
- 1.3 Conduct PV system performance evaluation comparing actual performance to model and weather adjusted model
- 1.4 Confirm O&M contractor/PPA provider performed preventative maintenance obligations
- 1.5 Verify Performance Guarantee calculations
- 1.6 Conduct visual inspection of accessible major PV system components to assess current condition and maintenance needs
- 1.7 Conduct infrared camera inspections of all PV system components to identify hotspots or defects
- 1.8 Evaluate PV system performance by comparing actual performance to model and weather adjusted model
- 1.9 Prepare memorandum detailing findings and recommendations for on-site maintenance, PV system performance evaluation, tariff optimization recommendations, and detailed financial performance evaluation

Site Visits: One site visit for systems inspection.

Task 2 Operations and Maintenance (O&M) Subcontractor Solicitation/Procurement

- 2.1 Review current Data Acquisition System (DAS) platform subscription status and expiration date
- 2.2 Procure quote for extensions of service, replacement of equipment, and/or consolidation to single DAS platform if required
- 2.3 Develop O&M preventative maintenance scope of work specific to the SMUHSD's solar PV projects
- 2.4 Solicit up to three quotes for a 5-year preventive maintenance contract
- 2.5 Perform quantitative and qualitative analysis of proposals, including review of pricing, scope, and company qualifications and present to SMUHSD
- 2.6 Assist with
- 2.7 Kickoff call with SMUHSD and O&M Subcontractor

Task 3 Solar Asset Management – 2 Years

- 3.1 Review PV system performance each month to identify outages and major performance issues. Notify SMUHSD and O&M contractor.
- 3.2 Quarterly report comparing actual performance to weather adjusted expectations for each system.
- 3.3 Conduct annual tariff modeling to reconstruct what the utility bill would have been without solar and determine actual savings generated by the solar project.
- 3.4 Evaluate all applicable utility tariffs to ensure system is on tariff schedule that provides greatest financial benefit.

- 3.5 Confirm O&M contractor/PPA provider performed preventative maintenance obligations.
- 3.6 Verify Performance Guarantee calculations.
- 3.7 Provide two (2) annual reports covering PV system performance evaluation, tariff optimization recommendations, and detailed financial performance evaluation. Reporting to be aligned with Fiscal Year or SMUHSD preference.
- 3.8 Provide as-needed PV system issue support, up to eight hours of staff time per year. Review major corrective maintenance recommendations from O&M subcontractor

Task 4 Renewable Energy Credit (REC) Management – 2 Years

- 4.1 Create REC plan for SMUHSD to manage contract risk, plan for future REC disposition, and draft appropriate environmental claims language
- 4.2 Market RECs to buyers and assist SMUHSD in selecting best contract
- 4.3 Manage SMUHSD WREGIS account and annual project updates
- 4.4 Facilitate Annual/Quarterly transfers of RECs to buyer
- 4.5 Produce annual REC report with REC production and transaction details

Task 5 WREGIS and RPS Project Registration

- 5.1 Assist SMUHSD with creating WREGIS account
- 5.2 Submit a Generating Unit application for each PV system to WREGIS.
- 5.3 Submit application for RPS Certification to California Energy Commission for each PV system to qualify RECs for California RPS compliance.
- 5.4 SMUHSD signatures, WREGIS and RPS account authorizations, and project documentation will be required.

Task 6 Renewable Energy Credit (REC) Reporting – 2 Years

- 6.1 Sage in its capacity as a Qualified Reporting Entity (QRE) to report monthly solar energy production to WREGIS for REC creation for each solar PV site.

Schedule and Deliverables

Task	Start Date	End Date	Deliverables
1 Solar Inspection and Performance Assessment	October 2021	November 2021	<ul style="list-style-type: none"> - Site visit - Report summarizing historical performance, on-site findings, and financial analysis
2 O&M Solicitation	October 2021	November 2021	<ul style="list-style-type: none"> - O&M bids - O&M Subcontract
3 Solar Asset Management	January 2022	December 2023	<ul style="list-style-type: none"> - Monthly Performance Check - Quarterly Performance Summary - Annual Performance Report, including true-up analysis
4 REC Management	September 2021	December 2023	<ul style="list-style-type: none"> - REC Plan - Annual REC Report - REC Contract
5 WREGIS Project Registration	October 2021	December 2021	<ul style="list-style-type: none"> - Submit solar registration documentation to WREGIS - Submit application for RPS Certification
6 REC Reporting	January 2022	December 2023	<ul style="list-style-type: none"> - Monthly generation reporting by Qualified Reporting Entity (QRE) to WREGIS

Project Requirements and Assumptions

1. All work is remote, no on-site work is anticipated unless otherwise noted.
2. All deliverables are electronic, no printed materials are included.
3. SMUHSD to provide Sage login credentials to online solar DAS platform (Sage does have this information for the sites already).
4. Assumes all RECs to be sold and transacted under a single contract with a single counterparty.
5. Excludes a separate REC swap contract and retirement of replacement RECs.
6. Assumes quarterly REC transfers to a single counterparty.
7. SMUHSD to sign utility third party authorization form allowing Sage to discuss SMUHSD accounts with utility.
8. SMUHSD to authorize Sage to discuss solar PV maintenance with O&M entities.
9. SMUHSD to create and maintain WREGIS and CEC accounts and pay all associated fees. Sage will assist in the creation of the account.
10. SMUHSD signatures will be required on application documents.

11. SMUHSD to provide all documentation required for project application. SMUHSD to authorize Sage to request solar PV documentation from Contractor if required.
12. SMUHSD will execute WREGIS notice of Agent Designation and grant Sage an Account Supervisor role with Generation Management, Certificate Management and Maintenance permissions.

Estimated Fees

SAGE will provide services under this task order for the fees shown in the Fee Table below.

	Task	Fixed Fee
1	Solar Inspection and Performance Evaluation	\$ 20,000
2	O&M Subcontractor Solicitation	\$ 5,000
3	Solar Asset Management – 2 Years	\$ 21,000
4	REC Management – 2 Years	\$ 6,000
5	WREGIS Project Registration	\$ 4,800
6	REC Reporting – 2 Years	\$ 6,750
	Total	\$ 63,550

Billing and Payment Terms

SAGE invoices monthly with terms of Net 30.

Reimbursable Expenses

Fees assume all deliverable materials for the project will be provided digitally. Printed copies of documents will be billed at cost plus 10%. For time and materials fee structure projects, all reasonable and ordinary expenses are reimbursable at cost plus 10%.

Travel Costs

When air travel is required, coach class airfare will be used for domestic air travel and business class airfare will be used for international travel. Personnel travel time from our office to project location is billable at the full hourly rate. Meals and lodging will be billed at cost. Vehicle driving mileage will be billed at the current IRS mileage rate.

IN WITNESS WHEREOF, authorized representatives of both SAGE and CLIENT have executed this agreement as of the date set forth above.

SAGE	San Mateo Union High School District
Name: Tom Williard	Name:
Title: Managing Principal	Title:
Date:	Date:

