

WaiteWorks, Inc.

Facilities Management

Robert Porter
San Carlos School District
1200 Industrial Road, Unit 9
San Carlos CA 94070
650 508-7333 x930

August 26, 2015

Re: Proposal for Prop 39 and Sustainability Consulting

General Scope of Work:

Work with District staff and other agencies to coordinate sustainability and energy reduction projects funded by Prop 39 and other District funds. Maximize the use of public agency programs and incentives to manage and fund projects. Examples include:

- Energy Watch –
 - Assist in development and review of Prop 39 Expenditure Plans
 - Coordinate and oversee upgrades to lighting at all sites
- PG&E – SMART program, SEE, RCx audits
- CEC – 0% Energy Efficiency Financing

Initial work will include:

- Coordinate design and implementation of:
 - Sustainability implementation strategy to improve green practices and awareness at all sites
 - Building Management Systems for all remaining sites
 - Solar photovoltaic systems for all sites
- Work with PG&E to complete energy and Prop 39 Expenditure Plan for Central Middle School.
- Work with KW Engineering PG&E, and Energy Watch to complete and submit Prop 39 five year Expenditure Plans.
- Ongoing management of Expenditure Plan implementation
- Ensure that all energy related work is well documented and communicated to appropriate District personnel

Project Timeframe & Proposed Dates

Upon agreement by San Carlos School District, WaiteWorks, Inc. will begin work described in this agreement on September 1, 2015.

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Principals

John Waite will be the principal providing the Prop 39 and energy management services

Contact Information:

WaiteWorks Inc. is located at 15080 Encina Court in Saratoga, CA 95070. The primary contact is John Waite, President, at 408 607-8867 or at johngwaite@gmail.com

Employer Identification Number (EIN): 33-1094258

Contractor License Number: 800319 B, C10

Fees, Methods of Payment and Terms

The District will be billed at an hourly rate of \$100, bill monthly, not to exceed \$20,000 for the total amount of the agreement. Once this limit is reached the District and WaiteWorks, Inc. will re-evaluate any needed extension.

Travel is normally billed at half the normal billing rate. WaiteWorks will waive the daily travel fee for this project due to the potential long term of the work.

John Waite

President, WaiteWorks, Inc.

Date

Approved and Accepted:

Robert Porter
San Carlos School District

Date