

# DEPARTMENT OF PUBLIC WORKS

COUNTY OF MARIN  
www.co.marin.ca.us/pw

ADMINISTRATION  
499-6528

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499-7877 • FAX 507-2899

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451-A AIRPORT ROAD  
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ALL AREA CODES ARE 415

P. O. Box 4186, San Rafael, CA 94913-4186 • 415/499-6528 • FAX 415/499-3799 • TTY 415/473-3232

EF.

December 20, 2011

Marin County Board of Supervisors  
3501 Civic Center Drive  
San Rafael, CA 94903

**SUBJECT:** PG&E Energy Efficiency Retrofit Loan Program and Energy Technology Assistance Program (ETAP) to Fund County General Services and Parking Lots Lighting Retrofit Project

Dear Board Members:

**RECOMMENDATION:** (1) Authorize the Director of Public Works to apply for a 0% loan from PG&E; (2) authorize the Director of Public Works to execute funding agreements; and (3) approve budgetary adjustment.

**SUMMARY:** On October 4, 2011, your Board approved participation in a 0% loan from the PG&E ETAP program, coupled with energy rebates, to install up to 211 energy efficient lights at the Civic Center campus. The County submitted a pre-application and qualified for the program. Subsequently, bids were solicited for the work and the low bid came in higher than expected. The higher than expected cost resulted, in part, because only certain fixtures qualified for the program and staff selected fixtures most compatible with the historic Frank Lloyd Wright building. The result of the higher unit cost is a reduction in our borrowing ability with PG&E, based on the lowest base bid of \$145,100 for 131 lights.

Energy efficiency measures implemented in this project will provide long term benefits to the County in reduced energy costs, reduced maintenance costs, and reduction in greenhouse gas emissions of 23,400 lbs. per year, in alignment with the County's sustainability goals. Because of these County benefits and to address the current project funding gap of \$17,000, we recommend that available funds from the Capital Improvement Program be used to fully fund this project. This recommendation and approval authorizes the Public Works Director to proceed with the project and secure \$128,000 in loan and rebate funds. The Public Works Director has authority to award the contract to the lowest bidder.

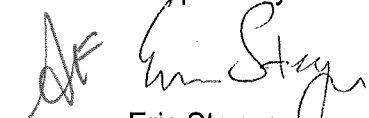
**FISCAL IMPACT:** The project base low bid is \$145,100. The County would borrow approximately \$107,000 from PG&E under this program. The monthly PG&E invoice for the lights being replaced would remain the same as existing fixtures until the 0% interest loan is repaid (up to 10 years). After the loan is repaid the monthly energy cost would decrease to reflect the new energy efficient fixtures. The County would receive a rebate of approximately \$21,000 partially offsetting the installation costs. The following budgetary adjustments are recommended.

| Fund                    | Fund Center   | Commitment Item #               | Increase Appropriations/ Expenditures Amount | Offset by Revenue Amount |
|-------------------------|---|---------------------------------|--|--------------------------|
| 27900<br>(Capital Fund) | 4100991121<br>(General Services. & Pkg. Lots Lighting Retrofit) | 5220400<br>(Construction)       | \$128,175                                    |                          |
| 27900<br>(Capital Fund) | 4100991121<br>(General Services. & Pkg. Lots Lighting Retrofit) | 4810135<br>(Loan Proceeds)      |  | \$107,246                |
| 27900<br>(Capital Fund) | 4100991121<br>(General Services. & Pkg. Lots Lighting Retrofit) | 4710642<br>(Misc. Rev. – Other) |  | \$20,929                 |

| Fund                    | Transfer from Fund Center   | Commitment Item #                | Amount   | Transfer to Fund Center   | Commitment Item #         | Amount   |
|-------------------------|-----------------------------|----------------------------------|----------|---|---------------------------|----------|
| 27900<br>(Capital Fund) | 4100991029<br>(Contingency) | 9000010<br>(Contingency-General) | \$17,000 | 4100991121<br>(General Services. & Pkg. Lots Lighting Retrofit) | 5220400<br>(Construction) | \$17,000 |

**REVIEWED BY:**    ☒ Department of Finance    ☐ N/A  
                              ☐ County Counsel                    ☒ N/A  
                              ☐ Human Resources                    ☒ N/A

Respectfully submitted,

  
Eric Steger  
Principal Civil Engineer

C: Heidi Davaloo, Accounting

FMBB Document Nos. 100016597, 100016598

