



November 9, 2022

Mr. Craig Guensler  
Superintendent  
Wheatland School District  
111 Main Street  
Wheatland, CA 95692

**RE: Facility Solution Project Feasibility and Letter of Agreement (LOA) & CEC 0% Loan Application**

Dear Superintendent Guensler,

This Letter of Agreement (LOA) is intended to briefly describe the manner in which SiteLogIQ, and Wheatland School District will work together during the project development process, as well as the obligations of each party with respect to the development process.

**Client Identification:** Wheatland School District

**Facility Location(s):**

1. Bear River School 100 Wheatland Park Dr. Wheatland, CA 95692
2. Lone Tree School 123 Beale Highway, Beale AFB, CA 95903
3. Wheatland Elementary 111 Hooper Street, Wheatland, CA 95692
4. Wheatland Charter Academy 123 Beale Highway, Beale AFB, CA 95903
5. Wheatland SD Preschool, 111 Main Street, Wheatland, CA 95692
6. Wheatland District Office 111 Main Street, Wheatland, CA 95692

**Facility Information:**

The following is a brief description of the facility(ies):

- Land/Building, at Bear River Elementary School
- Land/Building, Lone Tree Elementary School
- Land/Building, Wheatland Elementary School
- Land/Building, Wheatland Charter Academy
- Land/Building, Wheatland School District Office
- Land/Building, Wheatland School District Preschool

**Area of Focus:**

SiteLogIQ will provide a proposal and Facility Solution agreement for the implementation of facility improvements, energy conservation, energy generation, and/or energy management services.



### **Scope of Services:**

- A. SitelogIQ will conduct a site visit to the Facilities to perform a physical audit and collect data. The Client will cooperate and collaborate with SitelogIQ during this phase by providing copies of requested data, including (if available): Site and/or system drawings, historical operating data produced or recorded by existing controls or meters, manual logs, and any other data that may be pertinent to this evaluation.
- B. Client will also make operational personnel available at reasonable times for in-person and telephone interviews with SitelogIQ to answer questions about existing facilities conditions, operating profile and existing equipment operation.
- C. Where operational data is not available to support the analysis, SitelogIQ will utilize standard engineering practices and assumptions to provide a conservative analysis on the potential energy savings from installing the energy conservation measures.
- D. SitelogIQ will also analyze the potential for energy generation measures.
- E. SitelogIQ will recommend energy management and/or on-going monitoring services.
- F. For each of the targeted Energy Conservation Measures (ECMs), estimated (projected) operating costs will be calculated and then compared to existing operating costs. Existing conditions will be evaluated using data-logged or stipulated and mutually agreed operational schedules.
- G. SitelogIQ will prepare a return on investment analysis (consistent with the client's preferred evaluation methods based on agreed upon Economic Criteria noted below).
- H. SitelogIQ will provide budgetary construction costs estimates and a summary Scope of Work for all recommended ECMs. Cost estimates will represent a "turnkey" solution. Refer to Attachment A for the list of discussed potential ECM's to be evaluated.
- I. The results will be presented to client as a recommended Scope of Work and a financial proforma (such as a Cash Flow) which will include costs and energy savings for the next 25 years with escalation of no more than 5% and including future maintenance & repair costs. As a result, *True Cost of Ownership* is



presented to the client for their review and consideration.

**Client Responsibilities:**

In order for SitelogIQ to provide the services described in this LOA, the Client agrees to provide (or cause its energy suppliers to provide) SitelogIQ with the data requested in Attachment B. In addition, Client shall execute Attachment C (“Utility Authorization Form”) to provide access to Client’s Utility account information.

**Development Efforts:**

Client acknowledges that SitelogIQ will incur considerable expense in developing the Project. This expense includes the cost to provide professional services by SitelogIQ’s development team, the cost to visit the Site, and the cost to prepare the deliverables.

**Ownership of Work:**

All work products, including all proforma’s, schedules, and scope of work documentation provided by SitelogIQ, will only become the property of the Client upon execution of a binding, irrevocable contract between the Client and SitelogIQ for the implementation of the ECMs proposed by SitelogIQ. Notwithstanding the foregoing, to the extent that any tangible work documentation produced by SitelogIQ contains SitelogIQ’s pre-existing materials (including but not limited to templates, forms, and other SitelogIQ -created materials), SitelogIQ will remain the sole and exclusive owner of all such pre-existing materials.

**Development Fee:**

SitelogIQ will develop the Project for the firm, fixed fee/rate as listed below:

1. Fee/Rate of: \$14,000 Fixed Fee

In the event that the Client enters into a contract with SitelogIQ for the implementation of the ECMs within 60 days after presenting the Proposal, then SitelogIQ’s cost to develop the Proposal will be waived. If the Client enters into a contract with SitelogIQ at a later date, the Development Fee paid by the Client will be credited toward the project’s total implementation cost.

If SitelogIQ cannot meet the Economic Criteria Client will not compensate SitelogIQ for its LOA fee.

**Economic Criteria:**

The Client has represented to SitelogIQ that the Client agrees to move forward with the project if the project is shown to reduce the operational expenses at the site over the useful life of the project. The main financial objectives of the project are as follows:

1. Provide a self-funded program, which pays for itself through expense reductions and minimizes the Clients’ contribution and meets the requirements of California Government Code 4217.10 et seq. and complies with Federal and State Guidelines for approved use of ESSER FUNDING



- 2. Solar and Lighting Projects Qualify for California Energy Commission ECAA Loan funding.

This LOA shall be construed and enforced in accordance with the laws of the State of California without regard to principles of conflicts of law.

If you agree with the provisions set forth in this LOA, kindly sign and date the LOA below and return one fully executed copy to my attention. Thank you again for providing SitelogIQ with the opportunity to work with Wheatland School District on this important initiative.

**Acceptance of Letter of Agreement**

**This agreement is between Wheatland School District and SitelogIQ, Inc.**

Client: Wheatland School District

SitelogIQ

\_\_\_\_\_  
Name: Craig Guensler

\_\_\_\_\_  
Name:

Title: Superintendent

Title:

Date: 11/18/2022

Date:



**Attachment A:**

**Potential Facility Improvement, Energy Conservation, Energy Generation, and Energy Management Measures to be considered**

1. Interior and Exterior Lighting Retrofits, including Lighting Controls to LED
2. HVAC Mechanical Equipment
3. Solar Generation at Wheatland Elementary 111 Hooper Street, Wheatland, CA 95692
4. Application for ECAA Loan
5. Application for Inflation Reduction Act incentive



**Attachment B:**

Pre-audit Information Request

#	Must Have	Nice to Have
<b>Utility Information</b>		
1	Electric, Gas, Water, Oil, Other: Utility supplier and contact	all data in excel format; 3 to 5 years. Customer Access through Utility API.
2	Summary of monthly usage and cost (1 year minimum, 3 years preferred)	Utility Rate structures
3	Copies of actual Utility bills for one year	Kilo Watt (kW) and Kilo Volt Amp (kVA) Data: Monthly Peaks & 15-minute interval
4	What are the interconnection or other major electrical codes that we need to be aware of, e.g., for islanding from the utility, for connecting to a substation, etc.	Utility Meters: main & sub-meters- layout drawing, locations, areas they feed
5	What is the power rating of equipment (Volts, Amps, Hz)?	
<b>Facility Information</b>		
1	Age, Total building area (sq. feet.), Conditioned Area, window area, number of rooms, common facilities	Roof type & age, window type & age, any window films, etc?
2	Operation schedule, monthly occupancy data	
3	Complete set of building plans (original & as-builts); at a minimum, overall architectural plan, main mechanical schedule, electrical single-line diagram;	Please scan & pdf all the building as-built drawings.
4	Any problems regarding guest comfort (humidity, hot/cold areas, mold, etc.)	Equipment Maintenance logs & schedule (indicate recurring problems)
5	Any major renovation projects in the last 3 years? Or plans to renovate	Air balance report, Facility Assessment Plan



**Attachment C:**

Utility Authorization Request

Not needed at this time