



Board of Directors Meeting Minutes
August 12, 2014

Present: J. Spears, T. Daly, K. Magruder, J. Schiavone, A. Hopper, D. Rawle, G. Ashton, M. Mitch-Peterson, J. Eckel, & A. Cohen, E. Wachsman; J. Greene

- The call focused on two agenda items: reviewing the contract for consulting services presented by staff regarding the accomplishment of the Green Bank Study and the contract for services for project management for the Energy Outreach Initiative.
- Ms. Magruder reported that MCEC has been awarded a grant in the amount of \$100,000 from the Town Creek Foundation to be used to complete the Green Bank Study, and had received 11 responses to the recent RFP solicitation for consulting services. The committee subsequently agreed that the Bethesda based firm Cadmus was the most ideally qualified team at the estimated cost of \$86,264 dollars to develop both the interim and final reports.

Upon a motion from Mr. Ashton and second from Mr. Greene the board gave the authority to Ms. Magruder to negotiate a final contract with Cadmus at a cost not to exceed \$90,000 dollars.

- Ms. Magruder discussed the overall content outline and plan for deliverables associated with the Energy Outreach Project.
- Because there is a short window of time to develop and complete this project before new legislators take office in January, Ms. Magruder advised, in the interest of time she had solicited a proposal for project management services from Gary Skulnik and the firm of Deeper Green.

With Aye votes from Spears, Greene, Schiavone, Cohen, Hopper, and Wachsman, the Board approved a motion to waive the usual procurement requirements and award a contract for project management services as specified in relation to the Energy Outreach Initiative to Deeper Green/ Gary Skulnik for a price not to exceed \$15,000 dollars.