**Attachment D**

**Consultant Personnel Billing Rates**

The hourly rates shall be provided for the categories of key personnel described in the table below. The hourly rates will be used for evaluation purposes as set forth in the instructions herein.

The basis of the evaluation and subsequent award of points for the billing rates which shall serve as the Fee Proposal shall be a blended hourly rate of the key personnel positions listed. The blended hourly rate will be determined by multiplying the proposed hourly rate for each position by the designated weight factor and summing the revised personnel rates. The lowest fee proposal (blended hourly rate) submitted will receive the maximum points available. The points awarded for the remaining fee proposals will be calculated by identifying the ratio of the lowest fee proposal to the fee proposal being evaluated and multiplying that ratio by the maximum number of points available. Please fill in job title in given area. A rate must be provided for each given consultant position listed or risk being considered unresponsive.

**Personnel Rate Table**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Service****Verification (Check all that apply)** | **Service Category** | **Service****Verification (Check all that apply)** | **Discipline(s)** | **Job Title** | **Personnel Weight Factor** | **Proposed Hourly Billing Rate** |
|[ ]  Policy Services |[ ]  Sustainability Policy Development  | Principal | 2% | $ |
|  |  |[ ]  Energy Policy Development  | Senior Engineer | 10% | $ |
|  |  |[ ]  Water Policy Development  | Engineer III | 25% | $ |
|  |  |[ ]  Waste Policy Development  | Engineer II | 23% | $ |
|  |  |  |  | Engineer I | 20% | $ |
|  |  |  |  | Project Manager II | 10% | $ |
|  |  |  |  | Project Manager I | 7% | $ |
|  |  |  |  | Administrative Assistant | 3% | $ |
|[ ]  Development Services |[ ]  Scope of Work Development  | Principal | 2% | $ |
|  |  |[ ]  Proposal Evaluation  | Senior Engineer | 7% | $ |
|  |  |[ ]  Renewable Energy Generation Systems feasibility/Grid Decoupling/Energy Resiliency Consulting  | Engineer III | 21% | $ |
|  |  |[ ]  Utility Procurement  | Engineer II | 25% | $ |
|  |  |[ ]  Life Cycle Cost Analysis (LCCA)  | Engineer I | 20% | $ |
|  |  |[ ]  Building System Consulting  | Project Manager II | 15% | $ |
|  |  |[ ]  Scope of Work Development  | Project Manager I | 7% | $ |
|  |  |  | Proposal Evaluation  | Administrative Assistant | 3% | $ |
|[ ]  Analysis Services |[ ]  Utility Consumption Data Analysis  | Principal | 2% | $ |
|  |  |[ ]  Utility Rate Analysis  | Senior Engineer | 5% | $ |
|  |  |[ ]  Energy Generation Analysis  | Engineer III | 10% | $ |
|  |  |[ ]  Geospatial Analysis (Geographic Information Systems) | Engineer II | 25% | $ |
|  |  |[ ]  GIS Certification Institute (GISCI) GIS Professional (GISP) | Engineer I | 28% | $ |
|  |  |[ ]  Demand Analysis  | Project Manager II | 20% | $ |
|  |  |[ ]  Embodied Carbon Analysis  | Project Manager I | 7% | $ |
|  |  |[ ]  GHG Analysis  | Administrative Assistant | 3% | $ |
|[ ]  Implementation Services |[ ]  Rebate Processing  | Principal | 2% | $ |
|  |  |[ ]  Energy Efficiency Project Implementation  | Senior Engineer | 5% | $ |
|  |  |[ ]  Energy Revenue Tracking  | Engineer III | 5% | $ |
|  |  |[ ]  Waste Diversion Implementation  | Engineer II | 18% | $ |
|  |  |[ ]  Water Conservation Implementation  | Engineer I | 25% | $ |
|  |  |[ ]  Measurement &Verification Services  | Project Manager II | 22% | $ |
|  |  |  |  | Project Manager I | 20% | $ |
|  |  |  |  | Administrative Assistant | 3% | $ |
|[ ]  Certification Services |[ ]  New Construction Certification  | Principal | 2% | $ |
|  |  |[ ]  Existing Building Certification  | Senior Engineer | 5% | $ |
|  |  |[ ]  Waste Tracking & Certification  | Engineer III | 5% | $ |
|  |  |[ ]  GHG Tracking & Certification  | Engineer II | 10% | $ |
|  |  |[ ]  Water Use Tracking & Certification  | Engineer I | 25% | $ |
|  |  |[ ]  Third-Party Verification: Carbon Emissions  | Project Manager II | 20% | $ |
|  |  |  |  | Project Manager I | 23% | $ |
|  |  |  |  | Administrative Assistant | 10% | $ |
|[ ]  Professional Engineering Services |[ ]  Mechanical  | Principal | 2% | $ |
|  |  |[ ]  Civil | Senior Engineer | 5% | $ |
|  |  |[ ]  Structural  | Engineer III | 5% | $ |
|  |  |[ ]  Electrical  | Engineer II | 10% | $ |
|  |  |  |  | Engineer I | 25% | $ |
|  |  |  |  | Project Manager II | 20% | $ |
|  |  |  |  | Project Manager I | 23% | $ |
|  |  |  |  | Administrative Assistant | 10% | $ |
|[ ]  LEED CertificationServices |[ ]  Leadership in Energy & Development Design (LEED) – Building Design & Construction (BD+C) | Principal | 2% | $ |
|  |  |[ ]  LEED – Interior Design & Construction (ID+C) | Senior Engineer | 5% | $ |
|  |  |[ ]  LEED – Operations & Maintenance (O+M) | Engineer III | 5% | $ |
|  |  |[ ]  LEED – Green Associate  | Engineer II | 10% | $ |
|  |  |[ ]  Other  | Engineer I | 25% | $ |
|  |  |  |  | Project Manager II | 20% | $ |
|  |  |  |  | Project Manager I | 23% | $ |
|  |  |  |  | Administrative Assistant | 10% | $ |
|[ ]  Energy/WaterServices |[ ]  Certified Energy Auditor (CEA) | Principal | 2% | $ |
|  |  |[ ]  Association of Energy Engineers (AEE) Certified Measurement & Verification (CMVP) | Senior Engineer | 5% | $ |
|  |  |[ ]  AEE - Energy Efficiency Practitioner (EEP) | Engineer III | 5% | $ |
|  |  |[ ]  AEE – Certified Energy Manager (CEM) | Engineer II | 10% | $ |
|  |  |[ ]  AEE – Certified Lighting Efficiency Professional (CLEP) | Engineer I | 25% | $ |
|  |  |[ ]  AEE – Certified Building Commissioning Professional (CBCP) | Project Manager II | 20% | $ |
|  |  |[ ]  Certified Water Efficiency Professional (CWEP) | Project Manager I | 23% | $ |
|  |  |[ ]  Water Use Efficiency Practitioner | Administrative Assistant | 10% | $ |
|  |  |[ ]  Qualified Water Efficient Landscaper (QWEL) |  |  |  |
|  |  |[ ]  California licensed Landscape Architect |  |  |  |
|  |  |[ ]  American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE) - Building Energy Modeling Professional Certification (BEMP) |  |  |  |
|  |  |[ ]  American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE) – Building Commissioning Professional (BCxP) |  |  |  |
|  |  |[ ]  Other  |  |  |  |
|[ ]  Solar Services |[ ]  North American Board of Certified Energy Practitioners (NABCEP) – Photo-Voltaic (PV) Installation Professional | Principal | 2% | $ |
|  |  |[ ]  Other | Senior Engineer | 5% | $ |
|  |  |  |  | Engineer III | 5% | $ |
|  |  |  |  | Engineer II | 10% | $ |
|  |  |  |  | Engineer I | 25% | $ |
|  |  |  |  | Project Manager II | 20% | $ |
|  |  |  |  | Project Manager I | 23% | $ |
|  |  |  |  | Administrative Assistant | 10% | $ |
|[ ]  Energy Management |[ ]  International Organization of Standardization (ISO) ISO 50001:2018 Energy management systems | Principal | 2% | $ |
|  |  |[ ]  Department of Energy, Superior Energy Performance 50001™ (SEP 50001™) | Senior Engineer | 5% | $ |
|  |  |[ ]  Other | Engineer III | 5% | $ |
|  |  |  |  | Engineer II | 10% | $ |
|  |  |  |  | Engineer I | 25% | $ |
|  |  |  |  | Project Manager II | 20% | $ |
|  |  |  |  | Project Manager I | 23% | $ |
|  |  |  |  | Administrative Assistant | 10% | $ |

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

Authorized Representative Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**END OF ATTACHMENT D**