



SCORESM/CitySmart MARKET
TRANSFORMATION PROGRAM
**MEMORANDUM OF
UNDERSTANDING**

CenterPoint Energy is proud to offer the SCORE/CitySmart Market Transformation Program, aimed at improving the energy efficiency of K-12, higher education, government, non-profit facilities and places of worship located within its service territory. CenterPoint Energy has contracted with CLEAResult to sponsor, promote and administer the program.



SCORESM



CitySmart[®]

_____, (herein referred to as “Partner”) recognizes that it is a willing participant of this **no-cost** program designed to help reduce facility energy usage, freeing up operating dollars for other needs, and improving the productivity of these buildings. This Memorandum of Understanding reflects the voluntary collaboration between your organization and the SCORE/CitySmart Program and details the commitments of each party in order to improve energy efficiency in your facilities. *The Program agrees to provide these services at no cost to the Partner with the understanding that the Partner will exert its best efforts to complete the applicable steps below and implement cost-effective energy efficiency recommendations. Projects submitted to the SCORE/CitySmart Program must be completed no later than **November 30th** of the program year in order to be considered for incentives from that program year’s budget.*

DESCRIPTION OF COMMITMENTS

The SCORE/CitySmart Program will help the Partner identify cost effective energy efficiency improvements that can help to make facilities less expensive to operate and more comfortable to use. To achieve potential energy savings and facility improvements, the Program and Partner have agreed to work together to complete some or all of the following tasks according to the specific needs identified for your organization (please note that Partners electing to enroll in SCORE/CitySmart Lite may have limited access to the below program services):

- Benchmark energy usage across multiple facilities in order to inform energy efficiency investment decisions
- Identify and assess potential for specific technologies/measures that can reduce electric usage and/or peak electric demand
- Develop an Energy Master Plan that outlines administrative and financial decision-making criteria for energy efficiency improvements, as well as maintenance and operation procedures, and make all efforts to follow this plan going forward
- Support organization throughout the project development, procurement, and construction process



PRINCIPLES OF AGREEMENT

Specific responsibilities of the Partner and the SCORE/CitySmart Program in this agreement are listed below:

- Partner will select up to two (2) contact persons to work with the SCORE/CitySmart Program throughout the term of the Partnership, such as a representative from both the Facilities/Energy Management Department and the Finance/Business Department.
- Partner will complete and submit relevant Project Application Forms, including necessary support documentation for each project, in a timely manner. Please note that due to increased participation in the SCORE/CitySmart Program, the Project Application process is required in order to reserve financial incentives for your projects.
- If the Partner requests an energy performance benchmarking of its existing facilities, then the Partner agrees to provide the needed energy usage and building information required to complete this analysis. The SCORE/CitySmart Program will then develop a benchmarking report for the Partner illustrating the energy usage for the specified facilities.
- If the Partner elects to provide assistance with development of an Energy Master Plan, Partner agrees to attend a facilitated workshop in order to help develop this document and process. Partner will strive to finalize any draft Energy Master Plans that are provided by the Program and will ask senior management to approve this plan.
- If the Partner completes the necessary Project Application materials and is awarded an incentive reservation from the Program, CenterPoint Energy will pay the Partner monetary incentives upon installation and verification of the applied for energy efficiency measures.
- Partner acknowledges projects that receive monetary incentives in the SCORE/CitySmart Program would not have been accomplished, or would have been completed with less efficient equipment, or otherwise in a less timely manner except for incentives and other services provided by this Program.
- Partner acknowledges that any projects or measures incentivized in this program will be installed (a) using sound and professional principles and practices in accordance with consistently accepted industry standards in the performance of that specific product or process (b) will be performed in accordance with applicable laws, rules and regulations, and required state and local licenses and permits and (c) be installed and activated adhering to basic electric safety principles (d) be installed in accordance to all manufacturers specifications
- Partner may elect to allow the SCORE/CitySmart Program to use Partner's name to promote participation in the Program to entities such as potential program partners, utilities, federal, state, or local entities, and the general public.



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ACCEPTANCE OF AGREEMENT

By endorsing below, your organization accepts this agreement with the SCORE/CitySmart Program, sponsored by CenterPoint Energy. This agreement should be signed by your organization’s superintendent, headmaster, dean, city manager, or similar and is valid for a period covering three (3) program years. Partner may opt out of the Program at any time. Those Partners electing SCORE Lite or CitySmart Lite are requested to remain in that selection for at least one (1) program year and include all projects in that program and vice versa for Partners electing SCORE or CitySmart.

Please select the program that is the best fit for your organization	
<input type="checkbox"/> SCORE	<input type="checkbox"/> CitySmart
<input type="checkbox"/> SCORE Lite	<input type="checkbox"/> CitySmart Lite

PARTNER

CENTERPOINT ENERGY

Signature: _____

Signature: _____

Printed Name: _____

Drew Scatizzi Program Manager
CenterPoint Energy
PO Box 1700
Houston, TX 77251

Title: _____

Address: _____

Phone: _____

Date: _____

Fax: _____

Email: _____

Date: _____



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Please identify one individual from the Facilities/Energy Management Department and one individual from the Business/Finance Department who will be the *main points of contact* while working with the SCORE/CitySmart Program.

FACILITIES/ENERGY MANAGEMENT POINT OF CONTACT:

Name (Mr./Mrs./Dr.): _____ Title: _____

Organization: _____ Phone: _____

Address: _____

Email: _____ Fax: _____

BUSINESS/FINANCE POINT OF CONTACT:

Name (Mr./Mrs./Dr.): _____ Title: _____

Organization: _____ Phone: _____

Address: _____

Email: _____ Fax: _____

Please sign and mail, email OR fax to:

CenterPoint Energy
ATTN: Drew Scatizzi
PO Box 1700
Houston, TX 77251
Fax: (713) 207-3341
Email: andrew.scatizzi@centerpointenergy.com