

Chief Executive Officer  
Ryan Harris



Board of Directors  
Abe Hathaway, President  
Jeanne Utterback, Vice President  
Tami Humphry, Treasurer  
Lester Cufaude, Director

Finance Committee  
**Meeting Agenda**  
February 28, 2024 at 11:00 AM  
Mayers Memorial Healthcare District  
Burney Boardroom  
20647 Commerce Way  
Burney, CA 96013

In observance of the Americans with Disabilities Act, please notify us at 530-336-5511, ext 1264 at least 48 hours in advance of the meeting so that we may provide the agenda in alternative formats or make disability-related modifications and accommodations. The District will make every attempt to accommodate your request.

**Attendees**

Tami Vestal-Humphry, Chair, Board Member  
Abe Hathaway, Board Member  
Ryan Harris, CEO  
Travis Lakey, CFO

				<b>Approx. Time Allotted</b>
1	<b>CALL MEETING TO ORDER</b>			
2	<b>CALL FOR REQUEST FROM THE AUDIENCE - PUBLIC COMMENTS OR TO SPEAK TO AGENDA ITEMS</b>			
3	<b>APPROVAL OF MINUTES</b>			
3.1	Regular Meeting – January 31, 2024	<i>Attachment A</i>	<b>Action Item</b>	2 min.
4	<b>FINANCIAL REVIEWS/BUSINESS</b>			
4.1	January 2024 Financials	<i>Attachment B</i>	<b>Action Item</b>	15 min.
4.2	Accounts Payable (AP)/Accounts Receivable (AR)		<b>Action Item</b>	15 min.
4.3	Board Quarterly Finance Review		<b>Action Item</b>	2 min.
4.4	Proposal for HVAC Project in FR Dietary	<i>Attachment C</i>	<b>Action Item</b>	5 min.
4.5	Solar Project – TX Upgrade Cost	<i>Attachment D</i>	<b>Action Item</b>	5 min.
4.6	Master Planning Update – FR Clinic	<i>Attachment E</i>	Discussion/ <b>Action Item</b>	10 min.
5	<b>ADMINISTRATIVE REPORT</b>		Information	5 min.
6	<b>OTHER INFORMATION/ANNOUNCEMENTS</b>			
7	<b>ADJOURNMENT:</b> Next Regular Meeting – March 27th, 2024			

Posted 02/23/2024

Public records which relate to any of the matters on this agenda (except Closed Session items), and which have been distributed to the members of the Board, are available for public inspection at the office of the Clerk to the Board of Directors, 43563 Highway 299 East, Fall River Mills CA 96028. This document and other Board of Directors documents are available online at [www.mayersmemorial.com](http://www.mayersmemorial.com).

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Board of Directors  
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Board of Directors  
**Finance Committee**  
**Minutes**

January 31, 2024  
MMHD FR Boardroom

*These minutes are not intended to be a verbatim transcription of the proceedings and discussions associated with the business of the board's agenda; rather, what follows is a summary of the order of business and general nature of testimony, deliberations and action taken.*

1	<b>CALL MEETING TO ORDER:</b> Tami Humphry called the meeting to order at 11:00 am on the above date.		
<b>BOARD MEMBERS PRESENT:</b>		<b>STAFF PRESENT:</b>	
Tami Vestal-Humphry, Committee Chair Abe Hathaway, Director		Ryan Harris, CEO Travis Lakey, CFO Libby Mee, CHRO Jessica DeCoito, Board Clerk	
<b>ABSENT:</b>			
2	<b>CALL FOR REQUEST FROM THE AUDIENCE – PUBLIC COMMENTS OR TO SPEAK TO AGENDA ITEMS - None</b>		
3	<b>APPROVAL OF MINUTES: December 6, 2023 – minutes attached.</b> Motion moved, seconded and carried.	<i>Hathaway, Humphry</i>	<b>Approved by All</b>
4	<b>FINANCIAL REVIEWS</b>		
4.1	<b>November -December 2023 Financials:</b> graphs show historically where we are trending. Multiview issue with contracts not transcribing over properly. Hand keyed adjustments made in the financials shown. Work with Multiview and Cerner to rectify this situation is underway. RevCycle consultant for Cerner was onsite last week to help us understand areas of opportunity to improve on with workflows, as well as areas we need to address with Cerner for the build. Next up is our Clinical consultant coming onsite to help with the clinical workflows and build, that ultimately trickle down to coding and billing. More permanent employees have been hired for the LTC, reducing our travelers/registry in the LTC.  Motion moved, seconded and carried to approve financials.	<i>Hathaway, Humphry</i>	<b>Approved by All</b>
4.2	<b>Accounts Payable (AP) &amp; Accounts Receivable (AR):</b> AR days at 79, Cash on Hand 195, Current ration 5.9		
4.3	<b>Tri Counties Bank Signer Change:</b> Remove Chris Bjornberg and add Ryan Harris.  Motion moved, seconded, and carried to send to full board for final approval.	<i>Hathaway, Humphry</i>	<b>Approved by All</b>
5	<b>ADMINISTRATIVE REPORT:</b> HVAC project proposal to fix all the units down and unpermitted was received but nothing has been decided upon. Updates in the kitchen for cabinetry that was previously tagged would cost around \$20,000. Nothing has been decided. Solar Project's additional cost may come down with our new KVA installed after we opened the NHW. Looked at a brick and mortar set up for a FR Clinic space instead of utilizing the mobile clinic.		
6	<b>OTHER INFORMATION/ANNOUNCEMENTS: None</b>		
7	<b>ADJOURNMENT – 11:55 pm</b>		
	Next Finance Committee Meeting: February 28, 2024		

## Finance Notes January FY 24

Ratios	FY 24	FY 23 Average	
Cash on Hand	185	182	Average PY
Net Income	530,618	328,477	Average PY
Current Ratio	5.4		N/A
AR Days	84.13	61	Average PY
Accounts Payable	690,619	651,656	Average PY
Daily Gross Revenue	177,584	142,873	Average PY
% of Gross Revenue Collected	50%	68%	Average PY

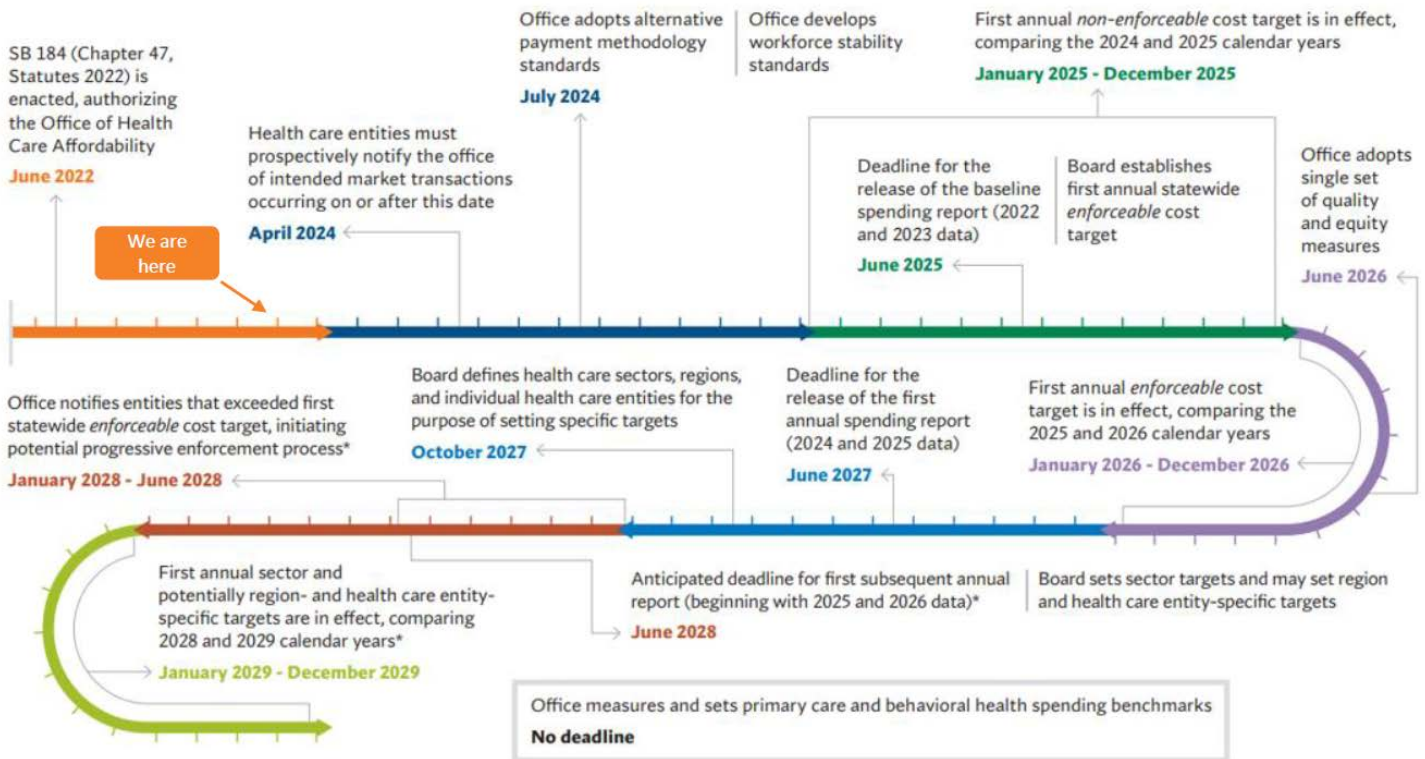
- 1) Cash is down as we just did our 7.5 million Rate Range IGT to the state and will do a 1.2 million dollar HQAF IGT in March. Below is a table showing the rough timing of our various supplemental payments.

## 2024 Cash Flow Timing

Program (Year)	IGT Date	Payment to Hospital Date	Notes
HQAF VIII (CY23) Direct Grant #1	n/a	Mar-24	
Rate Range (CY 2022)	Feb. 23, 2024	Apr/May-24	
QIP PY 5 (CY 22)	Feb. 16, 2024	Apr/May-24	
HQAF VIII (CY23) Direct Grant #2	n/a	May-24	
HQAF VIII (CY23) Managed Care	Mar. 22, 2024	May/Jun-24	
CHFFA Loan Repayment Rd 1a	Feb/Mar-24	n/a	For those who received a loan
HQAF VIII (CY23) Direct Grant #3	n/a	Jun-24	
AB 113 (FY23/24)	Apr-24	May/Jun-24	Interim Payment
AB 113 (FY22/23)	Apr-24	May/Jun-24	Final Reconciliation
AB 915 (FY22/23)	n/a	By Jun-24	
CHFFA Loan Repayment Rd 1b	Summer-24	n/a	For those who received a loan
HQAF VIII (CY23) Direct Grant #4	n/a	Aug-24	
DP-NF (Managed Care CY23)	Sep-24	Nov/Dec-24	
HQAF VIII (CY24) Direct Grants	n/a	Oct-24, Nov-24, Dec-24, May-25	
Rate Range (CY 2023)	Oct/Nov-24	Jan-25	
CHFFA Loan Repayment Rd 2	Winter-24	n/a	For those who received a loan

- 2) AR is still high but we are making good progress on the issues causing this in the workflow. Twice weekly I run a Days Not Final Billed report and sort it out by bill hold issues and departments to distribute the held accounts to the appropriate managers. Managers are learning to look for notifications in their messaging center as they may have already received notifications from coding or billing for corrections. On a positive note that we actually had a report trend down AR wise for the first time. We also have signed on an outsource company to work the legacy AR(Paragon, Epic) and help us get caught up on the Cerner AR once legacy AR is finished.
- 3) I'm on the CHA work group that's working on the upcoming requirements of the Office of Healthcare Affordability(OHCA). Currently the state is pushing for a 3% cap on healthcare costs which is completely unfeasible and more aggressive than other states who have done this. It's been many years since costs have only increased by 3%. This will be measured through our billing so when we increase charges by 6% expecting to get a 3.6% increase in payments to try to offset large expense increases on our side we will certainly be over the target rate. The workgroup I'm in has come up with a more realistic model that hopefully the state will consider legislative impacts to cost like seismic and the Healthcare Minimum Wage. Below is the timeline of the implementation. I've been approached by DHLF and CHA to be on the OHCA advisory board where I would be one of three hospital representatives, along with insurance, union and physician/clinic representatives. Applications are due in early April for this vacancy.

## Office of Health Care Affordability Implementation Timeline



\*Reflects anticipated timing or deadline

- 4) USDA sent a list of items and will be onsite in March for a Civil Rights Compliance/Security Review and Assessment check which makes sure we are meeting the terms of our loan agreement with being an Equal Opportunity Employer as well as being handicap accessible.
- 5) There was a new Chartis study showing that 50% of rural hospitals are operating in the red. Given the shortage of healthcare workers and the resulting wage increases this isn't surprising.  
[chartis\\_rural\\_study\\_pressure\\_pushes\\_rural\\_safety\\_net\\_crisis\\_into\\_uncharted\\_territory\\_fnl\\_02.13.24.pdf](#)

## Rural Hospitals Sink into the Red

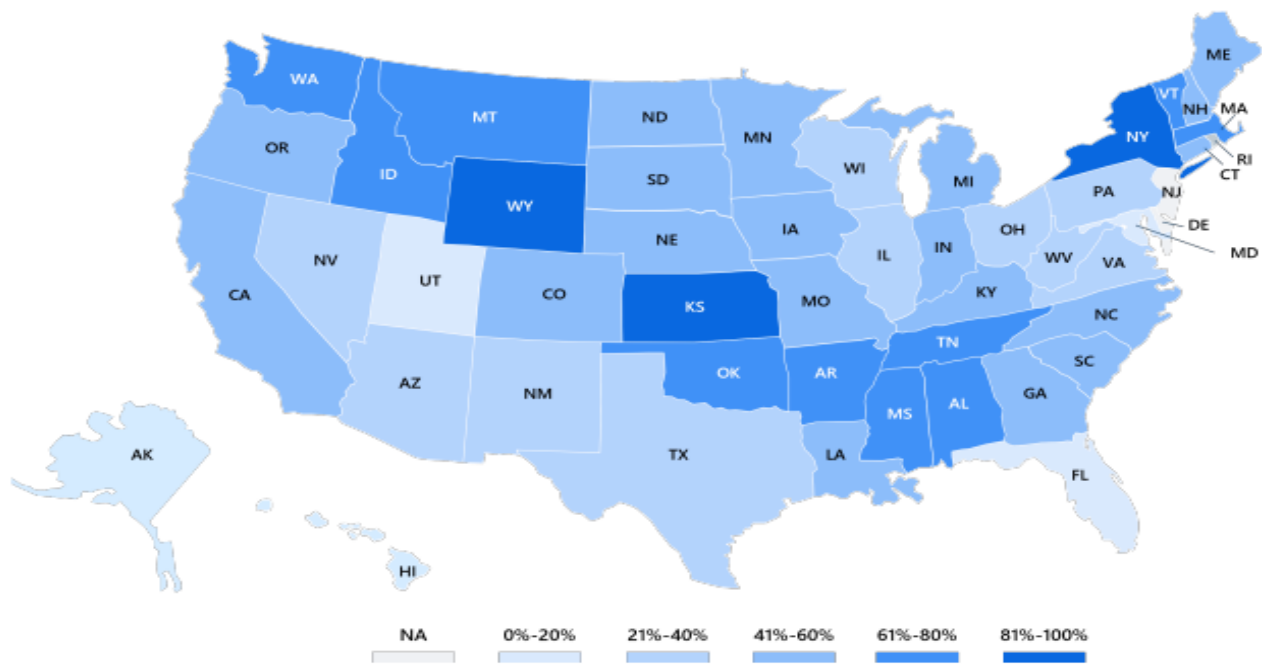
Our research has always used rural hospital operating margin as a foundation for understanding the stability of the safety net (e.g., "No margin. No mission."). Today, 50% of America's rural hospitals are operating in the red. This is the highest percentage of rural hospitals losing money in the past decade. The jump from 43% operating in the red last year to 50% this year is the single largest percentage change we have seen in a 12-month period.



**50%** of America's Rural Hospitals are in the Red.

Our analysis also found that in 19 states, the median operating margin is in the red. States with the highest percentage of rural hospitals operating at a loss include Kansas (89% in the red), New York and Wyoming (83% each), Vermont (75%), and Alabama (74%). In Kansas, which is home to 99 rural hospitals, the median operating margin is -10%. With the exception of Delaware (home to just 2 rural hospitals), Utah is the only state where the percentage of rural hospitals in the red is less than 20%.

Figure 1: State-level percentage of rural hospitals with negative operating margin



Statistics

### Acute Days FY 10 to 24 YTD



### Swing Days FY 10 to 24 YTD



### SNF Days FY 11 to 24 YTD

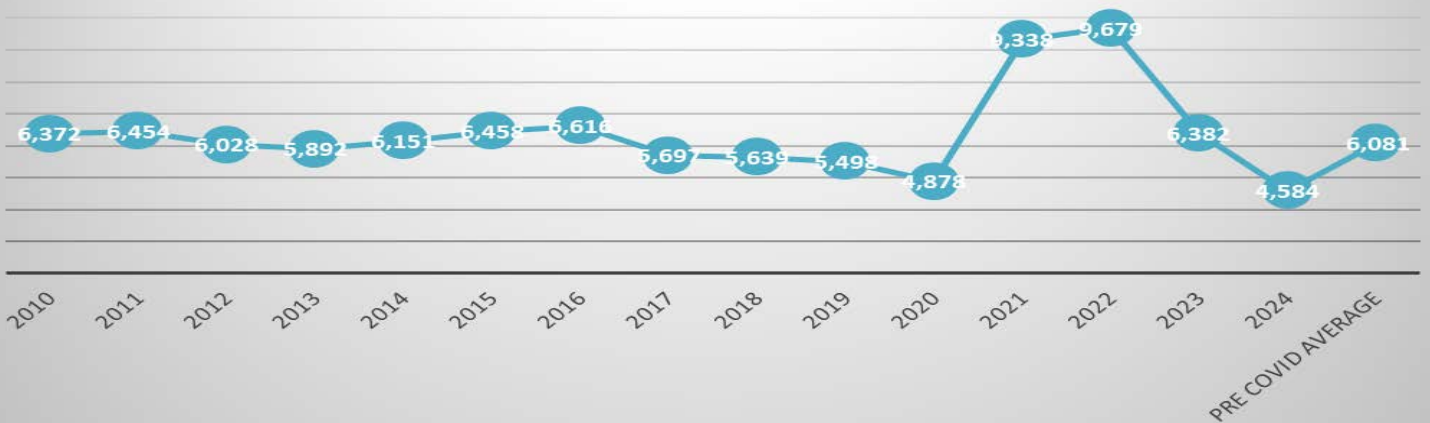


## ER Visits FY 10 to 24 YTD



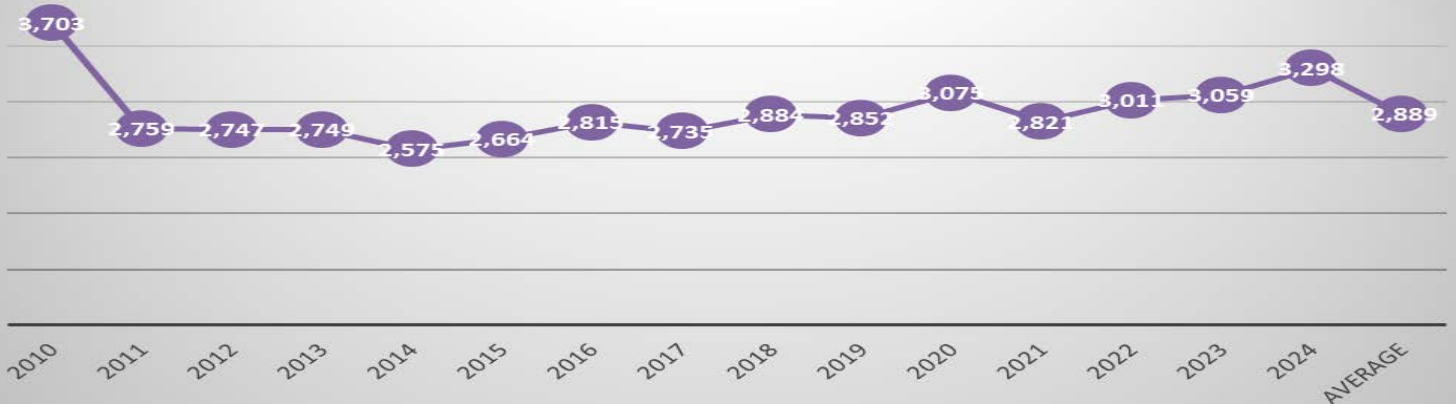
Labs are concerning as it looks like we are falling back to the Pre-Covid trend where labs are being sent out to Quest or Lab Corp vs Mayers from other local clinics.

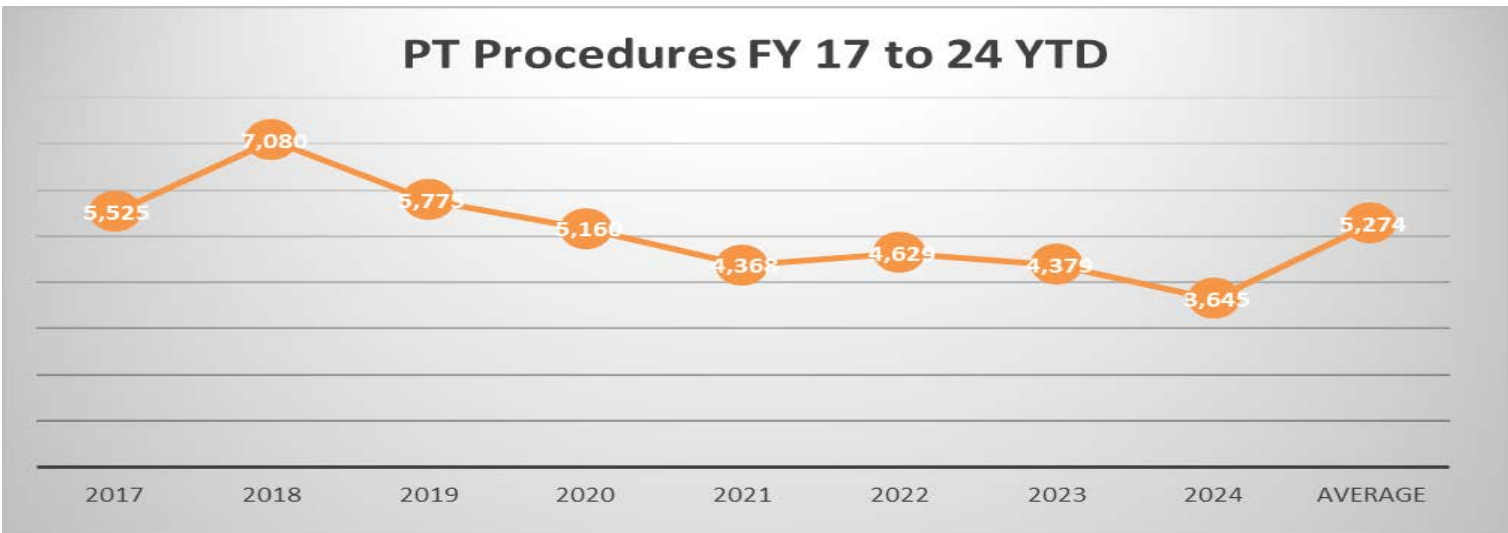
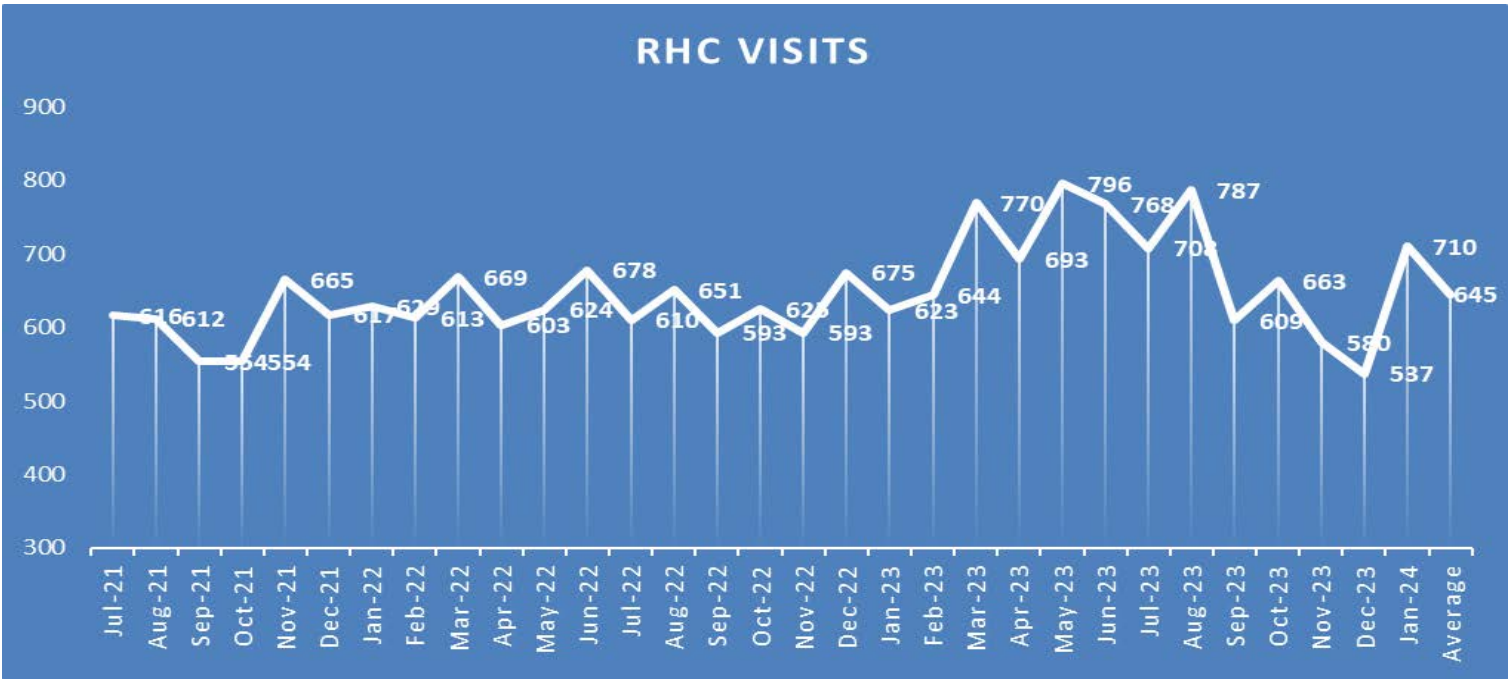
## Labs FY 10 to 24



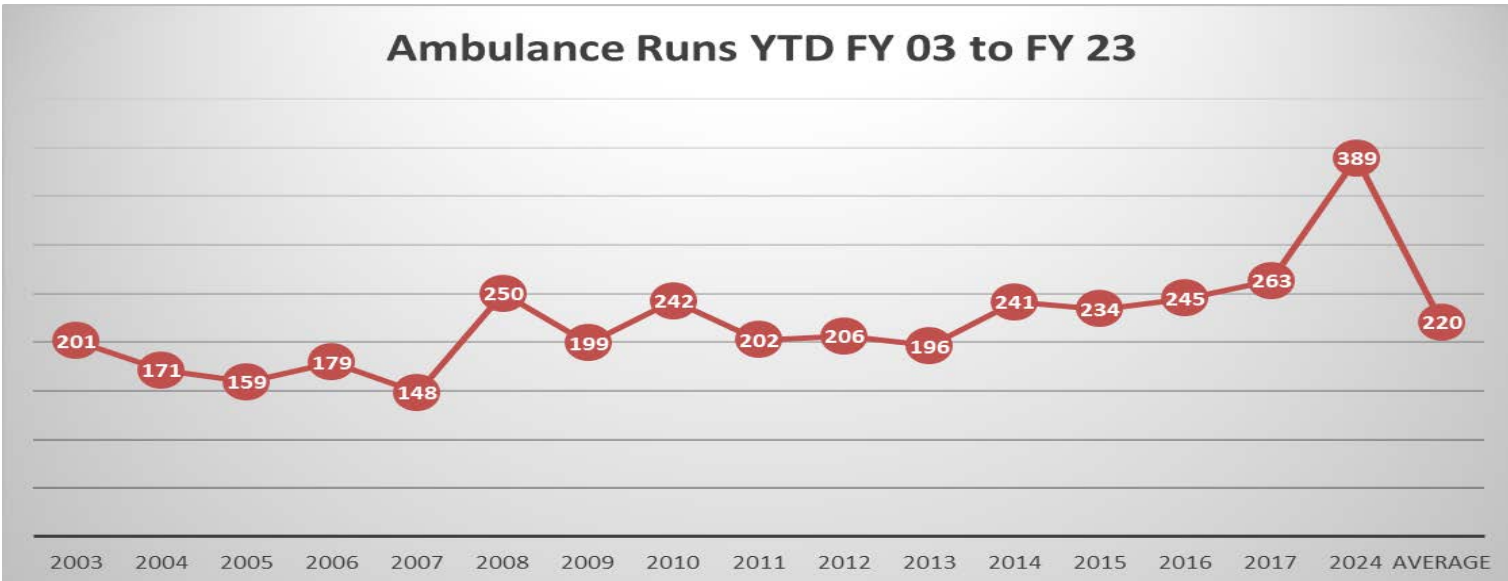
In FY 10 we were doing a lot of Orthopedic surgeries so we had a lot more imaging.

## Rad Procedures FY 10 to 24 YTD





On Ambulance I went back to FY 03 as there was a seven year gap where SEMSA was providing services.





## Income Statement

- 1) Acute Revenue is up as days are up.
- 2) Outpatient Revenue is up due to better charge capture through Cerner and adding Ambulance.
- 3) Contractuals are down YTD but that's due to receiving two years of HQAF payments and a larger Rate Range payment. If those were added back in our contractuals would be 14.9 million which is about 42% of our revenue which means we'd be collecting 58% of our AR which is right in the ballpark historically and conservative compared to last year. Also something to factor in is that we would have a negative four million dollar bottom line without supplemental payments.
- 4) Salaries and Wages are up due to market based wage adjustments, providers as employees, more employees, retention and sign on bonuses.
- 5) Supplies are up due to some higher priced meds but fortunately this also reflects on our higher revenue numbers. Also now we have to purchase covid meds when we received them for free prior.
- 6) Professional Fees are down as more providers are transitioning to employees.
- 7) Acute and Ancillary Travelers have decreased 758K from last year. Kudos to Libby and her staff.
- 8) SNF Travelers unfortunately have gone up 804K from the prior year.
- 9) Utilities have gone up due to increases in rates.
- 10) Insurance rates have increased and unfortunately are forecasted to increase next fiscal year as well. I am working with a different broker to shop all our current policies to see if there are any opportunities to reduce our costs.
- 11) Other expenses are up as we have had some overlap with expenses related to running multiple EMRs, paying to move records from them to a central repository and experts to help us with our Cerner issues. Also licensing costs have increased for our lab renewals.
- 12) Non Operating Revenue is up due to Retail Pharmacy.
- 13) Net Income is up due to a lot of supplemental payments this year.

## Balance Sheet

- 1) Cash is down as patient collections are down. This will decrease by over 7 million in February due to our Rate Range IGT.
- 2) Patient AR is up due to revenue cycle issues with the new system.
- 3) The Medicare/Medi-Cal Settlement will continue to grow until we receive our Rate Range payment.
- 4) The HQAF Payable will increase until March and the Rate Range Payable will disappear in February since we just paid it.
- 5) Our Current Ratio is 5.4 which is double the CA CAH average.

## Miscellaneous

- 1) The Retail Pharmacy continues to perform well this year with another positive month.
- 2) The RHC shows a positive bottom line. Wages were lower as were down a couple MA's and a physician salary for half the month.
- 3) There's going to be quite a bit of money coming from Medicare in the next couple weeks so I'm hopeful between the Revenue Cycle Action Team, legacy billing clean up and all the hard work my

Business Office Manager Danielle has put in we can start trending back in the right direction by April.

<b>MAYERS MEMORIAL HOSPITAL</b>							
Statistical Data							
Fiscal Year Ending JUNE 30, 2024							
COMPARISION TO ACTUAL							
2024		2023		FY 2024		FYE 2023	
January	December			YTD	YTD		% Increase or Decrease
Actual	Actual	Variance	<b>VOLUME:</b>	Actual	Actual	Variance	
<b>DISCHARGES</b>							
24	27	(3)	Acute	133	108	25	23.12%
5	9	(4)	Swing Bed	53	64	(11)	-17.21%
5	3	2	Skilled Nursing Care (DISCHG)	24	24	0	.02%
5	8	(3)	Observations	37	54	(17)	-31.51%
<b>PATIENT DAYS</b>							
103	94	9	Acute	576	449	127	28.32%
75	88	(13)	Swing Bed	595	711	(116)	-16.31%
2,469	2,516	(47)	Skilled Nursing Care	17,079	16,685	394	2.42%
<b>LENGTH OF STAY</b>							
4.29	3.48	1	Acute	4.33	4.16	0	4.12%
15.00	9.78	5	Swing Bed	11.23	11.11	0	1.02%
<b>AVERAGE DAILY CENSUS</b>							
3.32	3.03	0	Acute	2.68	2.09	1	28.22%
2.42	2.84	(0)	Swing Bed	2.77	3.31	(1)	-16.41%
79.65	81.16	(2)	Skilled Nursing Care	79.44	77.60	2	2.42%
<b>ANCILLARY SERVICES</b>							
0	0	0	Surgery Inpatient Visits	0	0	0	#DIV/0!
0	0	0	Surgery OP/ procedure visits	0	3	(3)	-100.01%
352	348	4	Emergency Room Visits	2450	2,619	(169)	-6.51%
129	87	42	Outpatient Services Procedures	714	798	(84)	-10.51%
773	701	72	Laboratory Visits	4584	6,382	(1798)	-28.21%
549	455	94	Radiology Procedures	3298	3,059	239	7.82%
0	62	(62)	Hospice Patient Days	509	982	(473)	-48.21%
607	570	37	Physical Therapy Procedures	3645	1,413	2232	158.02%
225	191	34	Cardiac Rehab	1132	1,304	(172)	-13.21%
62	40	22	Telemedicine visits	389	267	122	45.72%
24	30	(6)	Admissions from ER	137	147	(10)	-6.81%
36	27	9	Transfers from ER	171	112	59	52.72%
710	537	173	Clinic Visits	4594	4,571	23	.52%
66	66	0	Ambulance	389	-	389	#DIV/0!
<b>PRODUCTIVITY:</b>							
Productive FTE's							
6.82	6.67		Nursing - Acute	8.06	15.00		
38.61	33.56		Long Term Care	36.14	50.97		
56.46	51.65		Ancillary	53.39	45.36		
69.75	66.19		Service	67.18	74.24		
171.64	158.07		Total Productive	164.77	185.57		
94.59	110.23		Non-Productive FTE's	89.83	65.89		
266.23	268.30		Paid FTE's	254.60	251.46		
<b>PRODUCTIVE FTE PER ADJUSTED OCCUPIED BED</b>							
2.56	2.72			2.52	2.73		

## MAYERS MEMORIAL HOSPITAL

Statement of Revenue and Expenses

Fiscal Year Ending JUNE 30, 2024

COMPARISON TO ACTUAL

2024		2023		Variance	Patient Revenue	2024		2023	
JANUARY Month Actual	JANUARY Month Actual	JANUARY Month Actual	JANUARY Month Actual			JANUARY YTD Actual	JANUARY YTD Actual	JANUARY YTD Actual	JANUARY YTD Actual
					Patient Revenue				
1,297,124	657,458	639,666			Acute Revenue	7,912,401	6,508,153		
1,376,585	1,257,370	119,214			Revenue - SNF Inpatient	9,565,415	8,298,891		
0	0	0			Revenue - Hospice Inpatient	0	2,211		
2,873,894	2,365,836	508,058			Outpatient Revenue	18,296,080	17,339,154		
5,544,619	4,280,665	1,263,954			<b>Patient Revenue</b>	35,911,368	32,148,409		
					<b>DEDUCTIONS FROM REVENUE</b>				
(1,498,422)	(1,050,668)	(447,755)			Contractuals- Care/cal	(1,604,764)	(5,990,473)		
(280,625)	(197,242)	(83,382)			Contractuals- PPO	(1,273,514)	(2,020,182)		
(56,309)	24	(56,333)			Charity and Write-Offs	(70,215)	(60,556)		
(130,205)	(191,660)	61,455			Admin Adjustments and Employee Discounts	(776,363)	(788,332)		
(14,800)	(111,730)	96,930			Provision for Bad Debt	(361,949)	(496,103)		
(1,980,361)	(1,551,277)	(429,085)			<b>Total Deductions</b>	(4,086,806)	(9,355,645)		
40,403	19,781	20,622			Other Operating Revenues	324,735	244,163		
3,604,660	2,749,169	855,491			<b>Net Revenue</b>	32,149,297	23,036,927		
					<b>OPERATING EXPENSES</b>				
1,316,449	1,497,630	(181,180)			Salaries & Wages	12,179,420	9,810,747		
308,079	349,110	(41,031)			Employee Benefits	2,440,571	2,353,148		
404,540	280,295	124,246			Supplies	2,530,363	2,224,741		
96,202	171,721	(75,519)			Professional Fees	816,311	912,879		
81,210	138,611	(57,400)			Other Purchased Service Nurse Travel Acute	453,493	730,324		
322,103	245,538	76,564			Other Purchased Service Nurse Travel SNF	2,425,576	1,621,052		
103,890	210,968	(107,077)			Other Purchased Service Travel Ancillary	962,085	1,443,450		
507,204	595,117	(87,913)			Travelers	3,841,154	3,794,827		
122,504	190,393	(67,889)			Other Purchased Service	1,125,570	1,177,340		
36,353	58,619	(22,266)			Repairs & Maintenance	277,781	274,928		
120,594	110,166	10,427			Utilities	669,783	614,440		
51,595	20,630	30,965			Insurance Other	416,530	150,736		
189,915	92,767	91,030			Other Expenses	1,208,958	566,972		
0	0	0			USDA Interest Expense	332,426	338,683		
6,310	6,366	(56)			Interest Expense	43,274	41,094		
149,770	231,525	(81,756)			Depreciation Expense	1,089,964	1,053,555		
6,214	24,119	(17,905)			Rental/Lease	63,671	70,675		
3,315,728	3,628,458	(312,730)			<b>Total Operating Expenses</b>	27,035,776	23,384,765		
288,932	(879,289)	1,168,221			<b>Income From Operations</b>	5,113,522	(347,838)		
					<b>NON-OPERATING REVENUE AND EXPENSES</b>				
445,516	472,861	(27,345)			Non-Operating Revenue	3,117,857	2,504,339		
107,870	90,231	17,639			Interest Income	606,767	203,646		
311,699	237,229	74,470			Non-Operating Expenses	2,042,557	1,500,180		
241,686	325,863	(84,177)			<b>Total Non-Operating</b>	1,682,067	1,207,805		

**MAYERS MEMORIAL HOSPITAL  
NON-OPERATING REVENUE AND EXPENSE  
RETAIL PHARMACY**

2024 JANUARY Month Actual	2023 JANUARY Month Actual	Variance		2024 JANUARY YTD Actual	2023 JANUARY YTD Actual	Variance	Increase Decrease %
			<b>Retail Pharmacy Revenue</b>				
310	0	310	Medicare	310	0	(310)	0
0	18,762	(18,762)	Medi-Cal	134,102	18,762	(115,340)	(6)
0	0	0	Retail Pharmacy Revenue	0	0	0	0
0	0	0	Retail Pharmacy Revenue	0	0	0	0
43,549	37,655	5,894	Private	258,921	208,838	(50,083)	(0)
286,440	188,815	97,625	Third Party	1,891,785	1,204,539	(687,246)	(1)
2,172	(2,677)	4,849	Other	14,278	(1,190)	(15,468)	13
<u>332,472</u>	<u>242,555</u>	<u>89,917</u>	<b>Non-Operating Revenue</b>	<u>2,299,396</u>	<u>1,430,950</u>	<u>(868,446)</u>	<u>(1)</u>

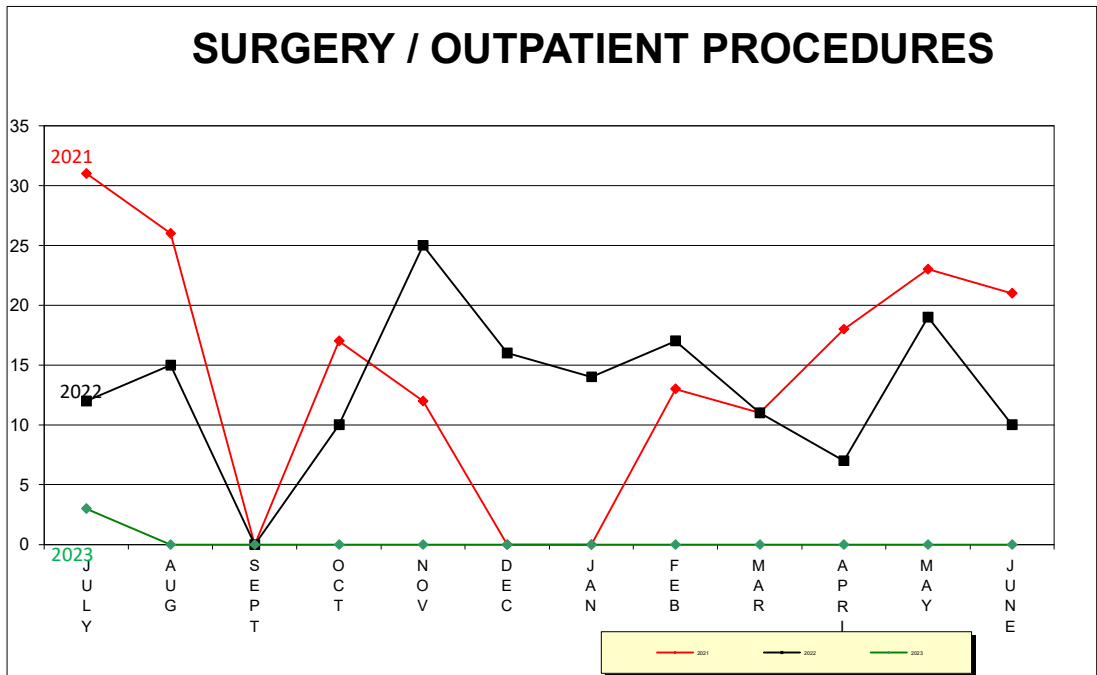
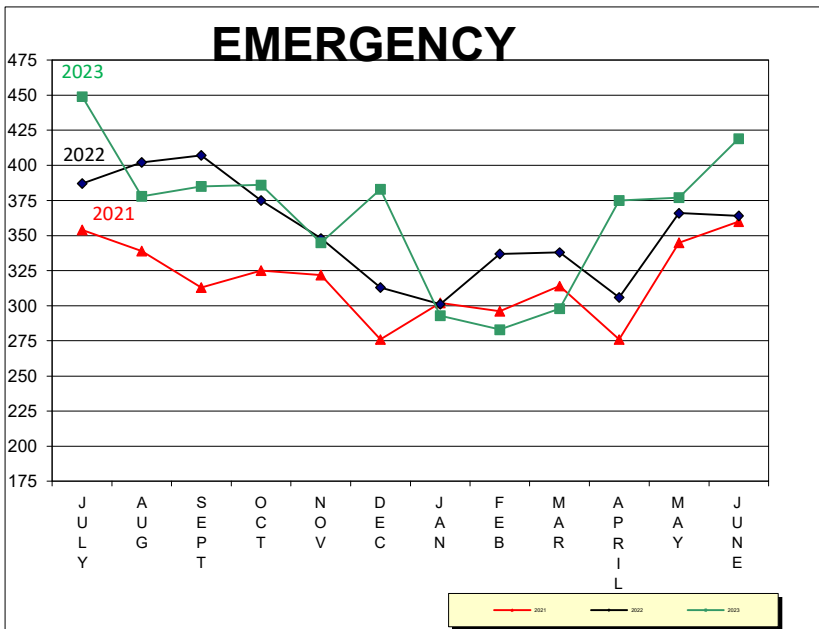
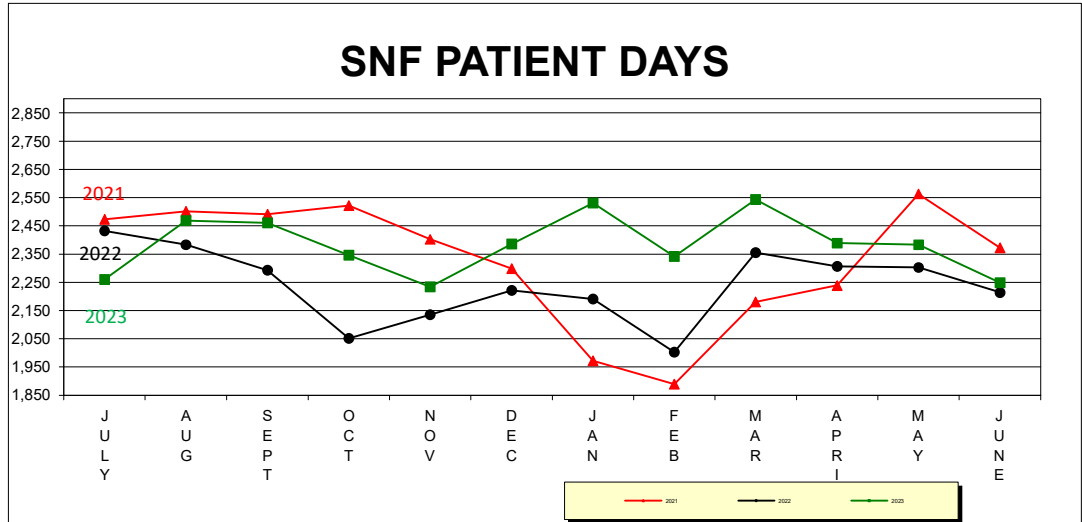
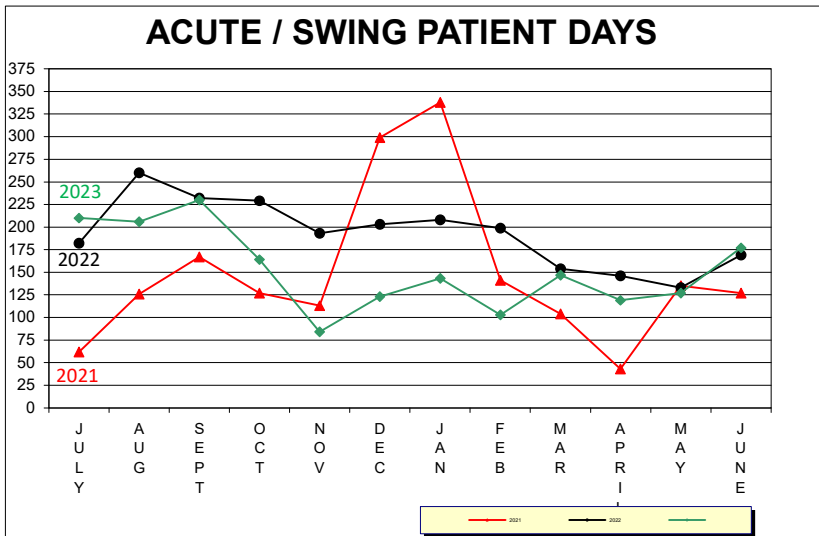
**MAYERS MEMORIAL HOSPITAL****Balance Sheet**

	<b>JAN 2024</b>
Cash - General, Payroll, & Petty Cash	20,472,350
Reserve Cash (Unrestricted)	1,833,088
Restricted Cash	2,571,142
<b>Cash</b>	<b>24,876,580</b>
Patient Accounts Receivable	14,907,554
Patient Allowances	(4,298,211)
Net Patient Accounts Receivable	10,609,342
Accounts Receivable	10,609,342
Shasta County Tax Receivables	(300,471)
Inventories	1,045,845
Other Accounts Receivable	25,115
Prepaid Expenses	511,052
Medicare/Medi-Cal Settlements	12,430,793
<b>Total Current Assets</b>	<b>49,198,257</b>
Land and Building Improvements	3,969,852
Building and Fixed Equipment	39,457,488
Equipment	16,163,322
Subscription Based Assets	221,719
Construction in Progress	1,070,118
Accumulated Depreciation	(28,190,363)
Accumulated Amortization	(18,365)
Property, Plant & Equipment	32,673,771
Other Assets	0
<b>Total Assets</b>	<b>81,872,028</b>
Accounts Payable	690,619
Payroll and Related Liabilities	837,054
Audit Fees Payable	0
Grant Liabilities	0
Lease - Current Liability	0
Current Subscription Liability	59,759
Accrued Interest	196,965
HQAF 7 Payable	0
HQAF 8 Payable	1,058,016
Rate Range Payable	6,231,804
Notes & Loans Payable	40,282
Current Portion of Medicare/Medi-Cal Settlement	(7,082)
<b>Current Liabilities</b>	<b>9,107,416</b>
GO Bond	1,687,478
Leases	(13,562)
PPP Loan	0
Notes & Loans Payable/CHFFA	1,258,158
GO Bond Series B & Refunding	20,061,000
Long Term Subscription Liability	55,555
Long-Term Debt	23,048,628
Restricted Fund Balance	29,626
Fund Balance - Hospital	49,686,357
Fund Balance - Adjustments	0
<b>Fund Balance</b>	<b>49,715,983</b>
Liabilities and Fund Balance	81,872,028
Current Ratio	5.40

**MAYERS MEMORIAL HOSPITAL**  
**SUMMARY OF SERVICES - DEPOSITS - REFUNDS**  
- Fiscal Year 2024

DATE:	REVENUE / SERVICES	AVERAGE DAILY REVENUE	TOTAL DEPOSITS	MISC. PAYMENTS	MISC. PMTS PT RELATED	PATIENT PAYMENTS	ADJUSTMENT S & WRITE-OFFS	REFUNDS
July 31, 2023	4,623,679.50	149,150.95	3,652,756.59	46,893.31	18,182.00	3,587,681.28	1,691,702.55	399.52
August 31, 2023	4,725,908.02	152,448.65	3,367,116.77	123,385.38	-	3,243,731.39	1,770,311.97	1,090.01
September 30, 2023	4,928,637.74	164,287.92	3,113,606.99	58,052.19	-	3,055,554.80	1,617,344.87	411.81
October 31, 2023	4,752,520.84	153,307.12	6,499,044.61	209,385.50	3,521,626.00	2,768,033.11	1,096,151.95	5,490.84
November 30, 2023	5,016,256.20	167,208.54	2,666,431.77	55,620.19	-	2,610,811.58	1,732,467.29	1,492.98
December 31, 2023	4,794,351.84	154,656.51	2,681,503.59	114,670.38	-	2,566,833.21	1,407,295.12	-
January 30, 2024	5,505,116.20	177,584.39	3,263,197.67	536,648.44	-	2,726,549.23	1,623,505.35	1,050.74
February 28, 2024	-	-	-	-	-	-	-	-
March 30, 2024	-	-	-	-	-	-	-	-
April 29, 2024	-	-	-	-	-	-	-	-
May 30, 2024	-	-	-	-	-	-	-	-
June 29, 2024	-	-	-	-	-	-	-	-
<b>YTD TOTAL</b>	<b>34,346,470.34</b>	<b>159,806.30</b>	<b>25,243,657.99</b>	<b>1,144,655.39</b>	<b>3,539,808.00</b>	<b>20,559,194.60</b>	<b>10,938,779.10</b>	<b>9,935.90</b>

ACCOUNTS RECEIVABLE AGING					PAYOR MIX - YTD % OF REVENUE				
	JAN \$ OUTSTANDING	JAN DAYS OUT	DEC DAYS OUT	NOV DAYS OUT		JAN	DEC	NOV	3 MONTH AVERAGE
MEDICARE	6,298,956.88	93.79	85.31	74.83	MEDICARE	40.10%	38.67%	42.21%	40.33%
MEDI - CAL	4,558,033.54	61.42	54.48	50.31	MEDI - CAL	44.02%	46.67%	43.20%	44.63%
THIRD PARTY	2,300,283.71	110.31	116.15	100.03	THIRD PARTY	13.59%	12.14%	11.73%	12.49%
PRIVATE	848,651.99				PRIVATE	2.29%	2.53%	2.86%	2.56%
<b>LTC ONLY (INCLUDE)</b>	<b>2,545,703.43</b>	<b>60.28</b>	<b>56.05</b>	<b>52.19</b>					
<b>OVERALL</b>	<b>14,005,926.12</b>	<b>84.13</b>	<b>78.87</b>	<b>72.55</b>					





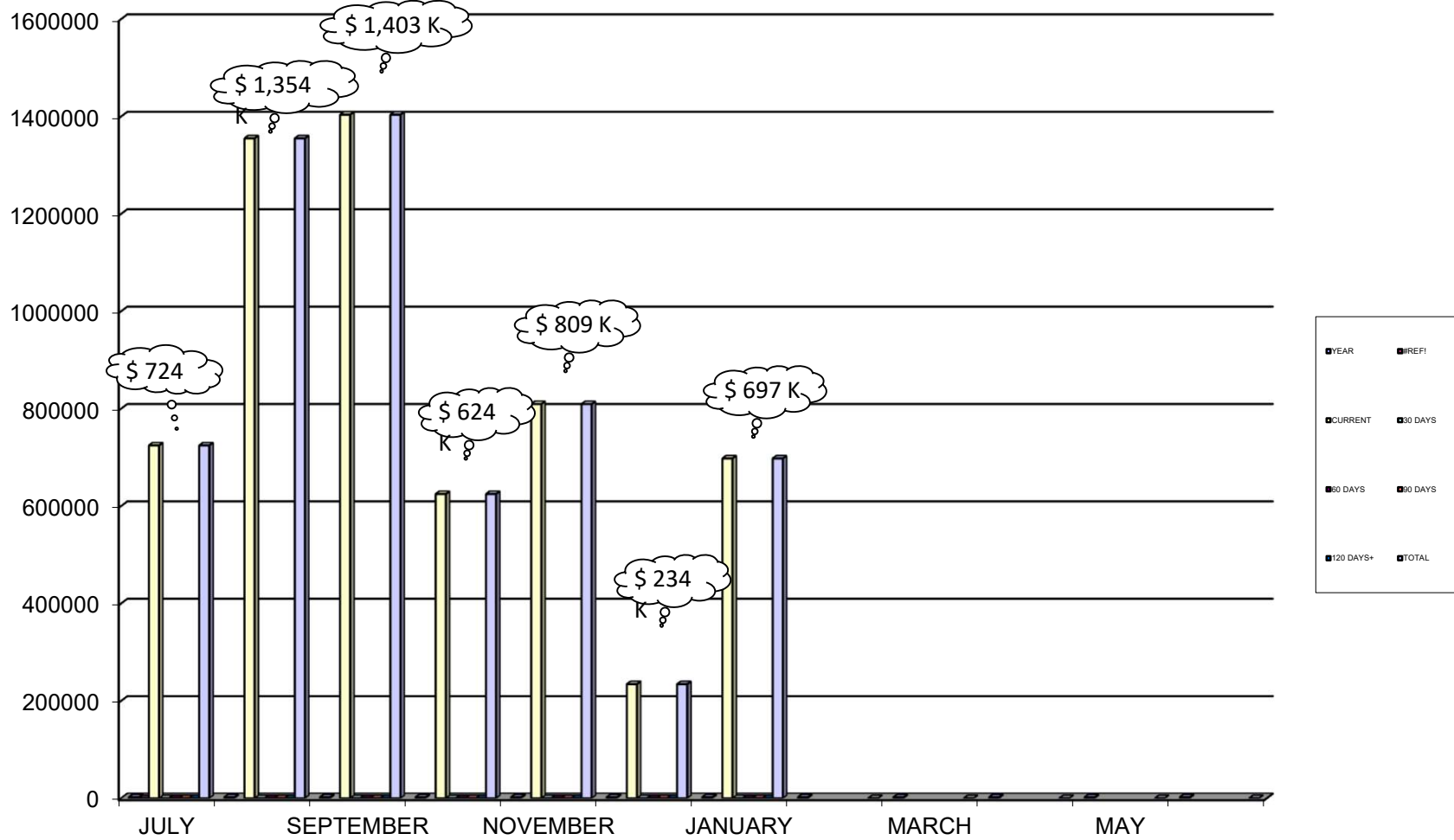
**MAYERS MEMORIAL HOSPITAL  
2023-2024 OPERATING ACTUAL**

	2023 JULY	2023 August	2023 September	2023 October	2023 November	2023 December	2024 January	2024 February	2024 March	2024 April	2024 May	2024 June	2024 YTD
<b>Operating Revenue</b>													
Acute Revenue	862,382	1,031,063	1,149,298	1,145,368	1,183,668	1,243,497	1,297,124	0	0	0	0	0	7,912,401
Revenue - SNF Inpatient	1,353,347	1,383,805	1,299,788	1,384,953	1,355,525	1,411,412	1,376,585	0	0	0	0	0	9,565,415
Revenue - Hospice Inpatient	0	0	0	0	0	0	0	0	0	0	0	0	0
Outpatient Revenue	2,593,571	2,526,369	2,717,106	2,912,185	2,639,997	2,032,958	2,873,894	0	0	0	0	0	18,296,080
Total Patient Revenue	4,809,300	4,941,237	5,040,953	5,461,988	5,197,543	4,915,729	5,544,619	0	0	0	0	0	35,911,368
<b>Less Deductions</b>													
Medicare/Medi-Cal Contractuals	(457,682)	(565,994)	2,197,318	715,076	(1,053,872)	(941,187)	(1,498,422)	0	0	0	0	0	(1,604,764)
PPO Contractuals	(276,650)	(246,297)	(273,921)	(327,842)	254,455	(122,635)	(280,625)	0	0	0	0	0	(1,273,514)
Charity and Write-Offs	(1,241)	0	(7,962)	0	0	(4,703)	(56,309)	0	0	0	0	0	(70,215)
Admin Adjustments and Employee Discounts	(167,938)	(50,659)	(241,256)	(101,998)	(33,954)	(50,352)	(130,205)	0	0	0	0	0	(776,363)
Provision for Bad Debt	(133,353)	(172,620)	(18,784)	(1,876)	(12,107)	(8,410)	(14,800)	0	0	0	0	0	(361,949)
Total Deductions	(1,036,863)	(1,035,571)	1,655,394	283,361	(845,478)	(1,127,288)	(1,980,361)	0	0	0	0	0	(4,086,806)
Other Operating Revenues	40,128	27,986	29,400	140,912	(5,271)	51,177	40,403	0	0	0	0	0	324,735
Net Revenue	3,812,565	3,933,653	6,725,747	5,886,261	4,346,793	3,839,617	3,604,660	0	0	0	0	0	32,149,297
<b>Operating Expenses</b>													
Salaries & Wages	1,603,425	2,027,077	1,690,349	1,794,795	1,994,116	1,753,209	1,316,449	0	0	0	0	0	12,179,420
Employee Benefits	340,940	367,299	303,229	463,398	382,008	275,617	308,079	0	0	0	0	0	2,440,571
Supplies	356,019	457,291	219,841	350,467	397,090	345,115	404,540	0	0	0	0	0	2,530,363
Professional Fees	102,405	206,146	75,940	127,024	92,655	115,939	96,202	0	0	0	0	0	816,311
Other Purchased Service Nurse Travel Acute	28,351	86,646	28,547	79,130	67,495	82,114	81,210	0	0	0	0	0	453,493
Other Purchased Service Nurse Travel SNF	363,186	464,014	197,044	464,404	319,434	295,391	322,103	0	0	0	0	0	2,425,576
Other Purchased Service Travel Ancillary	210,871	53,320	126,569	225,689	146,488	95,256	103,890	0	0	0	0	0	962,085
Other Purchased Service	192,781	188,096	116,272	198,136	139,922	167,859	122,504	0	0	0	0	0	1,125,570
Employee Travel Expenses	0	0	0	0	1,094	2,901	6,118	0	0	0	0	0	10,113
Repairs & Maintenance	21,543	58,616	43,563	54,272	43,642	19,793	36,353	0	0	0	0	0	277,781
Utilities	99,893	96,580	69,234	119,180	71,769	92,533	120,594	0	0	0	0	0	669,783
Insurance Other	106,583	27,578	51,973	75,611	51,595	51,595	51,595	0	0	0	0	0	416,530
Other Expenses	173,551	127,776	189,998	149,034	247,085	127,606	183,797	0	0	0	0	0	1,198,845
USDA Interest Expense	0	0	332,426	0	0	0	0	0	0	0	0	0	332,426
Interest Expense	2,435	5,578	7,322	8,462	6,037	7,130	6,310	0	0	0	0	0	43,274
Depreciation Expense	156,533	156,405	159,140	158,414	152,778	156,925	149,770	0	0	0	0	0	1,089,964
Rental/Lease	11,715	5,227	7,548	9,110	14,103	9,755	6,214	0	0	0	0	0	63,671
Total Operating Expenses	3,770,229	4,327,649	3,618,995	4,277,127	4,127,311	3,598,736	3,315,728	0	0	0	0	0	27,035,776
Net Operating Revenue over Expense	42,336	(393,995)	3,106,752	1,609,134	219,483	240,881	288,932	0	0	0	0	0	5,113,522
<b>Non-Operating Revenue</b>													
Non-Operating Revenue	434,795	486,308	480,914	475,212	384,066	411,047	445,516	0	0	0	0	0	3,117,857
Interest Income	163,448	38,921	61,640	120,564	55,514	58,810	107,870	0	0	0	0	0	606,767
Non-Operating Expenses	274,320	290,448	276,323	327,299	263,749	298,719	311,699	0	0	0	0	0	2,042,557
Total Non-Operating	323,923	234,781	266,231	268,477	175,830	171,138	241,686	0	0	0	0	0	1,682,067
Net Revenue over Expense	366,259	(159,214)	3,372,982	1,877,611	395,313	412,020	530,618	0	0	0	0	0	6,795,589

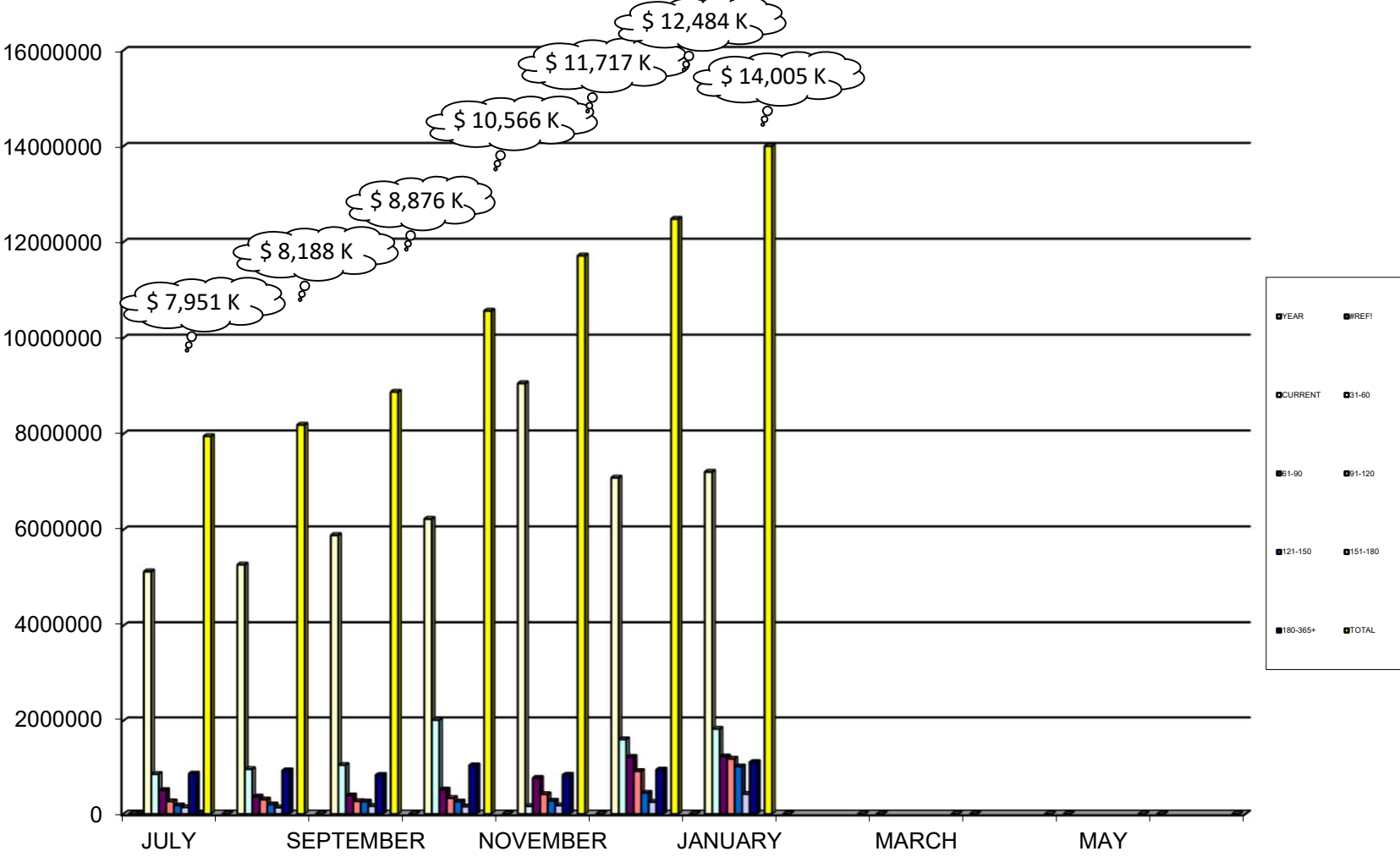
### RHC INCOME STATEMENT

	July 2,023	August 2,023	September 2,023	October 2,023	November 2,023	December 2,023	January 2,024	February 2,024	March 2,024	April 2,024	May 2,024	June 2,024	YTD
Patient Revenue	147,859	162,320	129,207	191,794	185,838	118,885	152,678	0	0	0	0	0	1,088,581
Deductions from Revenue	0	0	0	0	0	0	0	0	0	0	0	0	0
Net Revenue	147,859	162,320	129,207	191,794	185,838	118,885	152,678	0	0	0	0	0	1,088,581
Other Operating Revenues	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Operating Expenses</b>													
Salaries & Wages	131,944	129,731	90,043	110,320	126,494	110,947	65,292	0	0	0	0	0	764,771
Employee Benefits	8,562	9,935	6,293	6,486	7,904	6,527	10,118	0	0	0	0	0	55,825
Supplies	17,526	18,778	14,781	35,753	19,298	12,739	6,069	0	0	0	0	0	124,943
Professional Fees	82	82	102	82	50	240	36	0	0	0	0	0	674
Travelers	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Purchased Service	7,531	11,260	7,618	6,584	5,036	4,772	4,713	0	0	0	0	0	47,515
Employee Travel Expenses	0	0	0	0	0	0	0	0	0	0	0	0	0
Repairs & Maintenance	0	0	0	0	1,700	0	0	0	0	0	0	0	1,700
Utilities	334	0	47	77	70	0	0	0	0	0	0	0	528
Insurance Other	4,638	0	1,576	3,151	1,576	1,576	1,576	0	0	0	0	0	14,091
Other Expenses	2,601	2,534	1,694	913	5,757	765	768	0	0	0	0	0	15,031
Depreciation Expense	4,399	4,399	4,498	4,480	4,336	4,480	4,480	0	0	0	0	0	31,072
Rental/Lease	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Expenses	177,616	176,719	126,650	167,847	172,221	142,045	93,050	0	0	0	0	0	1,056,149
Net Income (Loss)	(29,757)	(14,399)	2,401	23,947	13,616	(23,160)	59,628	0	0	0	0	0	32,277

## ACCOUNTS PAYABLE



# ACCOUNTS RECEIVABLE



### ACCOUNTS RECEIVABLE

<u>MONTH</u>	<u>YEAR</u>	<u>CURRENT</u>	<u>31-60</u>	<u>61-90</u>	<u>91-120</u>	<u>121-150</u>	<u>151-180</u>	<u>180-365+</u>	<u>TOTAL</u>
JULY	2023	5,129,418.81	855,710.44	511,902.11	267,808.34	181,366.34	140,335.86	865,049.42	7,951,591.32
AUGUST	2023	5,273,384.11	962,458.04	372,018.73	307,975.52	203,337.36	136,376.78	933,253.00	8,188,803.54
SEPTEMBER	2023	5,887,057.58	1,049,061.98	395,095.95	273,731.12	265,748.11	170,330.58	835,320.08	8,876,345.40
OCTOBER	2023	6,225,856.99	2,014,041.09	522,014.12	341,153.52	264,054.02	157,200.19	1,042,525.52	10,566,845.45
NOVEMBER	2023	9,054,120.44	167,346.42	772,487.12	423,272.02	280,638.44	182,074.36	837,597.21	11,717,536.01
DECEMBER	2023	7,085,857.05	1,599,234.24	1,223,123.48	917,552.63	452,345.76	256,568.25	949,957.70	12,484,639.11
JANUARY	2024	7,207,331.31	1,824,664.34	1,231,267.09	1,184,355.83	1,018,536.81	427,999.78	1,111,770.96	14,005,926.12
FEBRUARY	2024								0.00
MARCH	2024								0.00
APRIL	2024								0.00
MAY	2024								0.00
JUNE	2024								0.00

### ACCOUNTS PAYABLE (includes accrued payables)

<u>MONTH</u>	<u>YEAR</u>	<u>CURRENT</u>	<u>30 DAYS</u>	<u>60 DAYS</u>	<u>90 DAYS</u>	<u>120 DAYS+</u>	<u>TOTAL</u>
JULY	2023	724,249.80	0.00	0.00	0.00	0.00	724,249.80
AUGUST	2023	1,354,803.00	0.00	0.00	0.00	0.00	1,354,803.00
SEPTEMBER	2023	1,403,432.00	0.00	0.00	0.00	0.00	1,403,432.00
OCTOBER	2023	624,411.37	0.00	0.00	0.00	0.00	624,411.37
NOVEMBER	2023	809,115.73	0.00	0.00	0.00	0.00	809,115.73
DECEMBER	2023	234,011.24	0.00	0.00	0.00	0.00	234,011.24
JANUARY	2024	697,542.97	0.00	0.00	0.00	0.00	697,542.97
FEBRUARY	2024						0.00
MARCH	2024						0.00
APRIL	2024						0.00
MAY	2024						0.00
JUNE	2024						0.00



February 1, 2023

John Morris, Project Manager  
Mayers Memorial Hospital  
PO Box 459 / 43563 Highway 299E  
Fall River Mills, CA 96028  
(530) 519-5041

Project Title: **Hospital Dietary HVAC Replacement, Design Proposal**

John,

Aspen Street Architects is pleased to submit this proposal for professional design services related to proposed HVAC project in the Dietary and surrounding area at the hospital in Fall River. This will be an OSHPD-1 project.

**Scope of Work:**

**Design services** for the following:

The installation of a new exterior ground mounted HVAC system to supply the kitchen, adjacent dining, and office area. The Kitchen currently has a swamp cooler on the roof. The are to be served is the Kitchen zone, and zones 9, 10 and 11 from the facilities HVAC zone map.

Whereas this is solely a mechanical project, accessibility upgrades within the area of work are excluded from the scope.

Consultant includes the following engineering subconsultants; structural, mechanical, and electrical.

One site visit by architectural PM and required engineers is included in scope of work, to review existing conditions and obtain readily available site information.

Electrical scope includes PIN-70 short circuit coordination, as necessary.

Any required Fire Alarm or Fire Sprinkler design work to be by Client, as deferred approval, or integrated with design by Consultant if possible.

The unpermitted HVAC unit in the Kitchen to be removed and is not part of the subject project.

Additional scope beyond that identified in this proposal will be additional services if required, such as change of use for associated space, accessibility upgrades to areas outside the immediate area of work, overall accessibility reviews, etc. Assistance with licensing agencies is excluded from scope of services but can be provided as additional services if required by Client.

Client to provide required electrical load readings, air balances, existing building plans/reference drawings, as-builts, AutoCAD base plans, etc., as may be required for design.

Plans to be submitted to HCAI for plan review and permitting. Consultant to respond to HCAI plan review comments to receive approval and make submittal for permitting.

**Bidding services** are included, to include coordination with Client selected contractor on RFIs. Formal public bidding services can be provided as additional services if requested.

**Construction Administration (CA)** to be provided, as required by jurisdictional authority.

It is assumed the HVAC piece will be run continuously once started.

Typical CA services included, to assume participation in regular Owner/Architect/Contractor meetings (virtual), responding to RFIs and review of submittals, completion of required HCAI paperwork, and administration of ACDs and NMAs. Any change due to unforeseen conditions, owner requested changes, or contractor requested changes can be handled as additional services as may be needed.

One site visit in CA is assumed by architectural PM and required engineers for final verified reports – additional visits can be provided as needed (additional fee may be warranted).

Client to pay all fees, including plan review, permitting, and bidding.

**Fee Proposal**

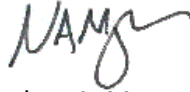
Consultant to proceed on a fixed fee basis for design as detailed in below chart, exclusive of reimbursable expenses, which will be billed per the attached rate schedule.

		design	agency review	con admin	subtotal
<b>architectural</b>	Aspen Street	\$ 16,170	\$ 5,280	\$ 11,880	\$ 33,330
subconsultants					
structural	Axiom	\$ 4,000	included	included	\$ 4,000
mechanical	NEXUS	\$ 22,000	included	included	\$ 22,000
electrical	Edge	\$ 19,000	included	included	\$ 19,000
<b>subconsultant subtotal</b>					\$ 45,000
consultant markup	15%				\$ 6,750
<b>TOTAL</b>					<b>\$ 85,080</b>

This proposal is valid for the next 90 days. Please provide a written authorization to proceed with work if the above meets your approval.

Thank you for considering Aspen Street Architects for this project. We look forward to working with you.

Respectfully,

A handwritten signature in black ink, appearing to read 'N.A.M.', with a stylized flourish extending from the end.

Nathan A. Morgan  
President





**Aspen Street Architects, Inc.  
Rate Schedule**

**Hourly Rates for Professional Personnel**

Principal/Architect	240.00	Certified Access Specialist (CASp)	200.00
Senior Architect	230.00	Senior Planner	240.00
Architect IV	210.00	Facilities Manager	180.00
Architect III	180.00	Sr Project Manager	185.00
Architect II	160.00	Project Manager	165.00
Architect I	150.00		
Architect Intern II	145.00	Construction Contract Administrator	130.00
Architect Intern I	135.00	Project Administrator	100.00
Sr. Job Captain	135.00		
Job Captain	120.00		
Senior Production	120.00		
Production	105.00		

**Consultants Fees Under Contract:**

Billed per consultant's invoice, plus 15% coordination fee.

**Reimbursable Expenses Not Included in Contract:**

Engineering Xeroxes (white 24" x 36")	\$ 5.00/each
Engineering Xeroxes (white 30" x 42")	\$ 7.50/each
Color Printing (8.5"x11")	\$ 1.50/page
Color Printing (11"x17")	\$ 2.75/page
Photocopies	\$ 0.20/each
Data Disc	\$ 2.50/each
Report Binding	\$ 5.50/each

**Miscellaneous reimbursable charges**, including but not limited to, photographs, outside printing, maps, renderings, postage and freight will be billed at actual cost plus 15%. Travel expenses will be billed at actual cost plus 15%.

Clients will be billed monthly for services rendered. Payment is due upon receipt of invoice. Invoices which remain unpaid after thirty days are considered past due and subject to a service charge of 1.5% per month, which is an annual rate of 18%. If Client believes a billing error has occurred, or if Client requires additional information regarding an invoice, Client agrees to inform Aspen Street Architects in writing within ten days of invoice date. If Client does not inform Aspen Street Architects of any disputes within ten days, charges will be deemed correct.

The rates will remain in effect until December 31, 2024 and are subject to adjustment thereafter.



**Electric Sample Form No. 79-1220-02**

Sheet 1

Interconnection Agreement for Net Energy Metering 2 (NEM2) of a Renewable Electric Generating Facility of 1,000 kW or Less, Except NEM2 Solar or Wind Facilities of 30 kW or Less, and Virtual Net Energy Metering (NEM2V) of a Renewable Electric Generating Facility of 1,000 kW or Less

**Please Refer to Attached Sample Form**

(Continued)

*Advice Decision* 6976-E

*Issued by*  
**Meredith Allen**  
*Vice President, Regulatory Affairs*  
26

*Submitted* June 30, 2023  
*Effective* June 30, 2023  
*Resolution* \_\_\_\_\_



# INTERCONNECTION AGREEMENT FOR NET ENERGY METERING 2 (NEM2) OF A RENEWABLE ELECTRIC GENERATING FACILITY OF 1,000 KW OR LESS, EXCEPT NEM2 SOLAR OR WIND FACILITIES OF 30 KW OR LESS, AND VIRTUAL NET ENERGY METERING (NEM2V) OF A RENEWABLE ELECTRIC GENERATING FACILITY OF 1,000 KW OR LESS

This INTERCONNECTION AGREEMENT FOR NET ENERGY METERING 2 (NEM) OF A RENEWABLE ELECTRIC GENERATING FACILITY OF 1,000 KW OR LESS, EXCEPT NEM2 SOLAR OR WIND FACILITIES OF 30 KW OR LESS, AND VIRTUAL NET ENERGY METERING (NEM2V) OF A RENEWABLE ELECTRIC GENERATING FACILITY OF 1,000 KW OR LESS (Agreement)<sup>1</sup> is entered into by and between \_\_\_\_\_ (Customer-Generator), and Pacific Gas and Electric Company (PG&E), a California Corporation. Customer-Generator and PG&E are sometimes also referred to in this Agreement jointly as “Parties” or individually as “Party.” In consideration of the mutual promises and obligations stated in this Agreement and its attachments, the Parties agree as follows:

## 1. SCOPE AND PURPOSE

1.1 This Agreement provides for Customer-Generator to interconnect and operate a Renewable Electrical Generation Facility as defined in Schedule NEM2 (if this is a NEM2 Solar or Wind Generating Facility less than 30 kW, please use form 79-1151A-02) (Generating Facility) in parallel with PG&E’s Electric System to serve the electrical loads connected to the electric service account that PG&E uses to interconnect Customer-Generator’s Generating Facility. Customer-Generator’s Generating Facility is intended primarily to offset part or all of the Customer-Generator’s own electrical requirements. Consistent with, and in order to effectuate, the provisions of Sections 2827 of the California Public Utilities Code and PG&E’s electric rate Schedule NEM2 (NEM2), Parties enter into this Agreement. This Agreement applies to the Customer-Generator’s Generating Facilities identified below with the specified characteristics and generating capacity, and does not allow interconnection or operation of facilities different than those described.

## 2. SUMMARY AND DESCRIPTION OF CUSTOMER-GENERATOR’S GENERATING FACILITY AND DESIGNATION OF OTHERWISE-APPLICABLE RATE SCHEDULE

2.1 A description of the Generating Facility, including a summary of its significant components, and a single-line diagram showing the general arrangement of how Customer-Generator’s Generating Facility and loads are interconnected with PG&E’s Electric System, is attached to and made a part of this Agreement. (This description is supplied by Customer-Generator as Appendix A).

2.2 Generating Facility identification number: \_\_\_\_\_ (Assigned by PG&E).

<sup>1</sup> Additional forms are available on PG&E’s website at <http://www.pge.com/gen>).

† Information collected on this form is used in accordance with PG&E’s Privacy Policy. The Privacy Policy is available at [pge.com/privacy](http://pge.com/privacy).



**INTERCONNECTION AGREEMENT FOR  
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ELECTRIC GENERATING FACILITY OF 1,000 KW OR  
LESS**

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- 2.3 Customer-Generator's electric service agreement ID number: \_\_\_\_\_  
(Assigned by PG&E).
- 2.4 Name and address used by PG&E to locate the electric service account used to interconnect the Generating Facility with PG&E's Electric System:  
Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City/Zip Code: \_\_\_\_\_
- 2.5 The Gross Nameplate Rating of the Generating Facility: \_\_\_\_\_ kW.
- 2.6 The Net Nameplate Rating of the Generating Facility: \_\_\_\_\_ kW.
- 2.7 The expected annual energy production of the Generating Facility is \_\_\_\_\_ kWh.
- 2.8 Customer-Generator's otherwise-applicable rate schedule as of the execution of this Agreement is \_\_\_\_\_.
- 2.9 The Generating Facility's expected date of Initial Operation is \_\_\_\_\_.  
The expected date of Initial Operation shall be within two years of the date of this Agreement.
- 2.10 Smart Inverters - For Customer-Generator applications received on or after September 9, 2017, the Customer-Generator certifies that their inverter-based Generating Facilities fully comply with Section Hh of Rule 21, including configuration of protective settings and default settings, in accordance with the specifications therein.

Distribution Provider may require a field verification of the Customer-Generator's inverter. Customer-Generator further agrees to cooperate fully with any such request and make their inverter available to the Distribution Provider for such verification. Customer-Generator understands that in the event the inverter is not set in accordance with Section Hh of Rule 21, Customer-Generator will need to cease operation of generating facility until verification is confirmed by Distribution Provider.

(Solar inverter models and firmware versions that comply with Rule 21 Section Hh can be found at <https://www.energy.ca.gov/programs-and-topics/topics/renewable-energy/solar-equipment-lists>.)

Verification of compliance with such requirements shall be provided by the Customer-Generator upon request by PG&E in accordance with PG&E's Electric Rule 21.

An "existing inverter" is defined as an inverter that is a component of an existing Generating Facility that meets one or more of the following conditions:

- (a) it is already approved by PG&E for interconnection prior to September 9, 2017
- (b) the Customer-Generator has submitted the interconnection application prior to September 9, 2017,
- (c) the Customer-Generator provides evidence of having applied for an electrical permit for the Generating Facility installation that is dated prior to September 9,



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2017 and submitted a complete interconnection application<sup>2</sup> no later than March 31, 2018, or

(d) the Customer-Generator provides evidence of a final inspection clearance from the governmental authority having jurisdiction over the Generating Facility prior to September 9, 2017.

All “existing inverters” are not required to be Smart Inverters and are only subject to Section H of Rule 21. Customer-Generator replacing an “existing inverter” certifies it is being replaced with either:

- (i) inverter equipment that complies with Section Hh of Rule 21, (encouraged); or
- (ii) a conventional inverter that is of the same size and equivalent ability to that of the inverter being replaced, as allowed in Rule 21 Section H.3.d.ii.

**3. DOCUMENTS INCLUDED AND DEFINED TERMS**

3.1 This Agreement includes the following exhibits that are specifically incorporated herein and made a part of this Agreement.

- Appendix A Description of Generating Facility and Single-Line Diagram (Supplied by Customer-Generator).
- Appendix B *A Copy of PG&E’s Agreement for Installation or Allocation of Special Facilities (Forms 79-255, 79-280, 79-702) or Agreements to Perform Any Tariff Related Work (62-4527), if applicable (Formed by the Parties).*
- Appendix C Schedule NEM2 / NEM2V Customer-Generator Warranty That it Meets the Requirements for an Eligible Customer-Generator and Is an Eligible Renewable Electrical Generation Facility Pursuant to Section 2827 of the California Public Utilities Code (if applicable).
- Appendix D NEM2 Load Aggregation Customer-Generator Declaration Warranting NEM2 Aggregation Is Located On Same or Adjacent or Contiguous Property to Generator Parcel (if applicable)
- Appendix E Customer-Generator Affidavit Warranting That NEM2V Arrangement Is Sized to Load (if applicable)
- Appendix F NEMV, NEM2V, Storage (if applicable)

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<sup>2</sup> A complete application consists all of the following without deficiencies:

- 1. A completed Interconnection Application including all supporting documents and required payments, (continued next page)
- 2. A completed signed Interconnection Agreement,
- 3. Evidence of the Customer-Generator final inspection clearance from the governmental authority having jurisdiction over the generating system.



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Appendix G Operating Requirements for Energy Storage Device(s) (when applicable)

In addition, PG&E Electric Tariff Rules and Rates, including but not limited to Electric Rules 2, 14, 15, 16, and 21, Schedule NEM2 (if applicable), Schedule NEM2V (if applicable) and Customer-Generator's otherwise-applicable rate schedule, available at PG&E's website at [www.pge.com](http://www.pge.com) or by request, are specifically incorporated herein and made part of this Agreement.

- 3.2 When initially capitalized, whether in the singular or in the plural, the terms used herein shall have the meanings assigned to them either in this Agreement or in PG&E's Electric Rule 21, Section C.

**4. TERM AND TERMINATION**

- 4.1 This Agreement shall become effective as of the last date entered in Section 20 below. The Agreement shall continue in full force and effect until the earliest date that one of the following events occurs:
- (a) The Parties agree in writing to terminate the Agreement.
  - (b) Unless otherwise agreed in writing by the Parties, at 12:01 A.M. on the day following the date the electric service account through which Customer-Generator's Generating Facility is interconnected to PG&E is closed or terminated.
  - (c) At 12:01 A.M. on the 61<sup>st</sup> day after Customer-Generator or PG&E provides written Notice pursuant to Section 10 below to the other Party of Customer-Generator's or PG&E's intent to terminate this Agreement.
- 4.2 Customer-Generator may elect to terminate this Agreement pursuant to the terms of Section 4.1(c) for any reason. PG&E may elect to terminate this Agreement pursuant to the terms of Section 4.1(c) for one or more of the following reasons:
- (a) A change in applicable rules, tariffs, or regulations, as approved or directed by the Commission, or a change in any local, state or federal law, statute or regulation, either of which materially alters or otherwise affects PG&E's ability or obligation to perform PG&E's duties under this Agreement; or,
  - (b) Customer-Generator fails to take all corrective actions specified in PG&E's Notice that Customer-Generator's Generating Facility is out of compliance with the terms of this Agreement within the time frame set forth in such Notice; or,
  - (c) Customer-Generator abandons the Generating Facility. PG&E shall deem the Generating Facility to be abandoned if PG&E determines, in its sole opinion, the Generating Facility is nonoperational and Customer-Generator does not provide a substantive response to PG&E Notice of its intent to terminate this Agreement as a result of Customer-Generator's apparent abandonment of the Generating Facility affirming Customer-Generator's intent and ability to continue to operate the Generating Facility; or,
  - (d) Customer-Generator's Generating Facility ceases to meet all applicable safety and performance standards set out in Section 5.



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LESS**

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- 4.3 Notwithstanding any other provisions of this Agreement, PG&E shall have the right to unilaterally file with the Commission, pursuant to the Commission's rules and regulations, an application to terminate this Agreement.
- 4.4 Any agreements attached to and incorporated into this Agreement shall terminate concurrently with this Agreement unless the Parties have agreed otherwise in writing.

**5. GENERATING FACILITY REQUIREMENTS**

- 5.1 Customer-Generator's Generating Facility must meet all applicable safety and performance standards established by the National Electrical Code, the Institute of Electrical and Electronics Engineers, and accredited testing laboratories such as Underwriters Laboratories and, where applicable, rules of the Commission regarding safety and reliability including Rule 21.
- 5.2 Customer-Generator shall: (a) maintain the Generating Facility and Interconnection Facilities in a safe and prudent manner and in conformance with all applicable laws and regulations including, but not limited to, Section 5.1, and (b) obtain any governmental authorizations and permits required for the construction and operation of the Generating Facility and Interconnection Facilities. Customer-Generator shall reimburse PG&E for any and all losses, damages, claims, penalties, or liability it incurs as a result of Customer-Generator's failure to obtain or maintain any governmental authorizations and permits required for construction and operation of Customer-Generator's Generating Facility.
- 5.3 Customer-Generator shall not commence parallel operation of the Generating Facility until PG&E has provided express written approval. Such approval shall normally be provided no later than thirty (30) business days following PG&E's receipt of: (1) a completed *Rule 21 Generator Interconnection Application* (Form 79-1174-02), including all supporting documents and payments as described in the Application; (2) a signed and completed *INTERCONNECTION AGREEMENT FOR A NET ENERGY METERING (NEM2/NEM2V) OF A RENEWABLE ELECTRICAL GENERATION FACILITY OF 1,000 KW OR LESS, EXCEPT SOLAR OR WIND* (Form 79-XXXX-02); and (3) a copy of the Customer-Generator's final inspection clearance from the governmental authority having jurisdiction over the Generating Facility. Such approval shall not be unreasonably withheld. PG&E shall have the right to have representatives present at the Commissioning Test as defined in Rule 21. Customer-Generator shall notify PG&E at least five (5) business days prior to the initial testing.
- 5.4 In order to promote the safety and reliability of the customer Generating Facility, the applicant certifies that as a part of each interconnection request for NEM2, that all major solar system components are on the verified equipment list maintained by the California Energy Commission and certifies that other equipment, as determined by PG&E, has safety certification from a nationally recognized testing laboratory.
- 5.5 Applicant certifies as a part of each interconnection request for NEM2 that
  - (i) a warranty of at least 10 years has been provided on all equipment and on its installation, or
  - (ii) a 10-year service warranty or executed "agreement" has been provided ensuring proper maintenance and continued system performance.



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5.6 Customers on this tariff must pay for the interconnection of their Generation Facilities as provided in Electric Rule 21, pursuant to Decision 16-01-044.

**6. INTERCONNECTION FACILITIES**

- 6.1 Customer-Generator and/or PG&E, as appropriate, shall provide Interconnection Facilities that adequately protect PG&E's Electric System, personnel, and other persons from damage or injury, which may be caused by the operation of Customer-Generator's Generating Facility.
- 6.2 Customer-Generator shall be solely responsible for the costs, design, purchase, construction, permitting, operation, and maintenance of the Interconnection Facilities that Customer-Generator owns.
- 6.3 If the provisions of PG&E's Electric Rule 21, or any other tariff or rule approved by the Commission, require PG&E to own and operate a portion of the Interconnection Facilities, Customer-Generator and PG&E shall promptly execute a Special Facilities Agreement that establishes and allocates responsibility for the design, installation, operation, maintenance, and ownership of the Interconnection Facilities. This Special Facilities Agreement shall be attached to and made a part of this Agreement as Appendix B.

**7. LIMITATION OF LIABILITY**

Each Party's liability to the other Party for any loss, cost, claim, injury, liability, or expense, including reasonable attorney's fees, relating to or arising from any act or omission in its performance of this agreement, shall be limited to the amount of direct damage actually incurred. In no event shall either Party be liable to the other Party for any indirect, special, consequential, or punitive damages of any kind whatsoever.

**8. INSURANCE**

8.1. Customer-Generator Facility is required to comply with standards and rules set forth in Section 5 and provide the following for insurance policies in place.

- (a) For NEM2V Customer-Generators only, to the extent that Customer-Generator has currently in force property insurance and commercial general liability or personal liability insurance, Customer-Generator agrees that it will maintain such insurance in force for the duration of this Agreement in no less amounts than those currently in effect. Pacific Gas and Electric Company shall have the right to inspect or obtain a copy of the original policy or policies of insurance prior to commencing operation. As long as Customer-Generator meets the requirements of this Section 8.1(a), Customer-Generator shall not be required to purchase any additional liability insurance.

I have insurance. I hereby certify that there is presently insurance coverage in the amount of \$\_\_\_\_\_ for the Schedule NEM2V Generating Facility location.





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Insuring Company's Name: \_\_\_\_\_

Insurance Policy # \_\_\_\_\_

I do not have insurance. I hereby certify that there is presently \$0 (zero) dollars of insurance for the Schedule NEM2V Generating Facility location.

- 8.2. Customer-Generator shall furnish the required certificates and all endorsements to PG&E prior to Parallel Operation.
- 8.3. The certificate shall provide thirty (30) calendar days' written notice to PG&E prior to cancellation, termination, alteration, or material change of such insurance.
- 8.4. PG&E shall have the right to inspect or obtain a copy of the original policy or policies of insurance.

If at any time during this agreement the Customer-Generator fails to meet the requirements in Section 5, the following insurance shall apply:

Customer-Generator shall procure and maintain a commercial general liability insurance policy at least as broad as the Insurance Services Office (ISO) commercial general liability coverage "occurrence" form; or, if Customer-Generator is an individual, then liability coverage with respect to premises and use at least as broad as the ISO homeowners' or personal liability Insurance occurrence policy form, or substitute, providing equivalent coverage no less than the following limits, based on generator size:

- (a) Two million dollars (\$2,000,000) for each occurrence if the Gross Nameplate Rating of the Generating Facility is greater than one hundred (100) kW; or
- (b) One million dollars (\$1,000,000) for each occurrence if the Gross Nameplate Rating of the Generating Facility is greater than twenty (20) kW and less than or equal to one hundred (100) kW; or
- (c) Five hundred thousand dollars (\$500,000) for each occurrence if the Gross Nameplate Rating of the Generating Facility is twenty (20) kW or less;
- (d) Two hundred thousand dollars (\$200,000) for each occurrence if the Gross Nameplate Rating of the Generating Facility is ten (10) kW or less and the Generating Facility is connected to an account receiving residential service from PG&E.

The insurance shall, by endorsement:

- (a) Add PG&E as an additional insured;
- (b) State that coverage provided is primary and is not in excess to or contributing with any insurance or self-insurance maintained by PG&E.
- (c) Contain a severability of interest clause or cross-liability clause



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- 8.5. If Customer-Generator's Generating Facility is connected to an account receiving residential service from PG&E and the requirement of Section 8.1 prevents Customer-Generator from obtaining the insurance required in this Section, then upon Customer-Generator's written Notice to PG&E in accordance with Section 10.1, the requirements of Section 8.1 may be waived.
- 8.6. Customer-Generator may self-insure with approval from PG&E. Evidence of an acceptable plan to self-insure, at least thirty (30) calendar days' prior to operations shall be submitted. Customer-Generators such as state agencies that self-insure under this section are exempt from Section 8.1.

If Customer-Generator ceases to self-insure to the level required hereunder, or if Customer-Generator is unable to provide continuing evidence of Customer-Generator's ability to self-insure, Customer-Generator agrees to immediately obtain the coverage required under agreement.

- 8.7. All required certificates, endorsements or letters of self-insurance shall be issued and submitted via email or mail to the following:

Pacific Gas and Electric Company  
Attn: Electric Grid Interconnection – Contract Management  
300 Lakeside Drive, Suite 210  
Oakland, CA 94612  
Email: [EGContractMgmt@pge.com](mailto:EGContractMgmt@pge.com)

**9. INDEMNITY FOR FAILURE TO COMPLY WITH INSURANCE PROVISIONS**

- 9.1 If Customer-Generator fails to comply with the insurance provisions of this Agreement, Customer-Generator shall, at its own cost, defend, save harmless and indemnify PG&E, its directors, officers, employees, agents, assignees, and successors in interest from and against any and all loss, liability, damage, claim, cost, charge, demand, or expense of any kind or nature (including attorney's fees and other costs of litigation) resulting from the death or injury to any person or damage to any property, including the personnel and property of the utility, to the extent that the utility would have been protected had Customer-Generator complied with all such insurance provisions. The inclusion of this Section 9.1 is not intended to create any expressed or implied right in Customer-Generator to elect not to provide any such required insurance.
- 9.2 The provisions of this Section 9 shall not be construed to relieve any insurer of its obligations to pay any insurance claims in accordance with the provisions of any valid insurance policy.



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**10. NOTICES**

10.1 Any written notice, demand, or request required or authorized in connection with this Agreement (Notice) shall be deemed properly given if delivered in person or sent by first class mail, postage prepaid, to the person specified below:

If to PG&E: Pacific Gas and Electric Company  
Attention: Electric Grid Interconnection – Contract Management  
300 Lakeside Drive, Suite 210  
Oakland, CA 94612  
Email: [EGContractMgmt@pge.com](mailto:EGContractMgmt@pge.com)

If to Customer-Generator:

Customer-Generator Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_  
Phone: ( \_\_\_\_\_ ) \_\_\_\_\_  
FAX:( \_\_\_\_\_ ) \_\_\_\_\_

10.2 A Party may change its address for Notices at any time by providing the other Party notice of the change in accordance with Section 10.1.

10.3 The Parties may also designate operating representatives to conduct the daily communications, which may be necessary or convenient for the administration of this Agreement. Such designations, including names, addresses, and phone numbers may be communicated or revised by one Party’s Notice to the other.

**11. REVIEW OF RECORDS AND DATA**

11.1 PG&E shall have the right to review and obtain copies of Customer-Generator’s operations and maintenance records, logs, or other information such as Generating Facility availability, maintenance outages, circuit breaker operation requiring manual reset, relay targets and unusual events pertaining to Customer-Generator’s Generating Facility or its interconnection to PG&E.

11.2 Customer-Generator authorizes to release to the California Energy Commission (CEC) information regarding Customer-Generator’s facility, including customer name and Generating Facility location, size, and operational characteristics, as requested from time to time pursuant to the CEC’s rules and regulations.

**12. ASSIGNMENT**

Customer-Generator shall not voluntarily assign its rights nor delegate its duties under this Agreement without PG&E’s written consent. Any assignment or delegation Customer-Generator makes without PG&E’s written consent shall not be valid. PG&E shall not unreasonably withhold its consent to Customer-Generator’s assignment of this Agreement.



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**13. NON-WAIVER**

None of the provisions of this Agreement shall be considered waived by a Party unless such waiver is given in writing. The failure of a Party to insist in any one or more instances upon strict performance of any of the provisions of this Agreement or to take advantage of any of its rights hereunder shall not be construed as a waiver of any such provisions or the relinquishment of any such rights for the future, but the same shall continue and remain in full force and effect.

**14. DISPUTES**

**14.1 Dispute Resolution**

Any dispute arising between the Parties regarding a Party's performance of its obligations under this Agreement or requirements related to the interconnection of the Generating Facility shall be resolved according to the procedures in Rule 21.

**15. REVIEW OF RECORDS AND DATA**

**15.1 Applicable Tax Laws and Regulation**

The Parties agree to follow all applicable tax laws and regulations, consistent with CPUC policy and Internal Revenue Service requirements.

**15.2 Maintenance of Tax Status**

Each Party shall cooperate with the other to maintain the other Party's tax status. Nothing in this Agreement is intended to adversely affect the Distribution Provider's tax exempt status with respect to the issuance of bonds including, but not limited to, local furnishing bonds

**16. GOVERNING LAW, JURISDICTION OF COMMISSION, INCLUSION OF PG&E's TARIFF SCHEDULES AND RULES**

16.1 This Agreement shall be interpreted, governed, and construed under the laws of the State of California as if executed and to be performed wholly within the State of California without giving effect to choice of law provisions that might apply to the law of a different jurisdiction.

16.2 This Agreement shall, at all times, be subject to such changes or modifications by the Commission as it may from time to time direct in the exercise of its jurisdiction.

16.3 The interconnection and services provided under this Agreement shall at all times be subject to the terms and conditions set forth in the Tariff Schedules and Rules applicable to the electric service provided by PG&E, which Tariff Schedules and Rules are hereby incorporated into this Agreement by this reference.

16.4 Notwithstanding any other provisions of this Agreement, PG&E shall have the right to unilaterally file with the Commission, pursuant to the Commission's rules and regulations, an application for change in rates, charges, classification, service, tariff or rule or any agreement relating thereto.



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**17. CRD POWER CONTROL SYSTEM CERTIFICATION**

When applicable, Customer-Generator confirms that the Renewable Electrical Generation Facility including Energy Storage over 10 kW that has received UL 1741 CRD for Power Control Systems (PCS) certification will comply with either No Grid Charge or No Storage Export as defined in Schedule NEM2.

**18. AMENDMENT AND MODIFICATION**

This Agreement can only be amended or modified in writing, signed by both Parties.

**19. ENTIRE AGREEMENT**

This Agreement, including any incorporated Tariff Schedules and Rules, contains the entire Agreement and understanding between the Parties, their agents, and employees as to the subject matter of this Agreement. Each party also represents that in entering into this Agreement, it has not relied on any promise, inducement, representation, warranty, agreement or other statement not set forth in this Agreement or in the incorporated Tariff Schedules and Rules.

**20. SIGNATURES**

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their duly authorized representatives. This Agreement is effective as of the last date set forth below.

<i>(Customer-Generator's Name)</i>	<b>PACIFIC GAS AND ELECTRIC COMPANY</b>
<i>(Signature)</i>	<i>(Signature)</i>
<i>(Print Name)</i>	<i>(Print Name)</i>
<i>(Title)</i>	<i>(Title)</i>
<i>(Date)</i>	<i>(Date)</i>



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APPENDIX A

DESCRIPTION OF GENERATING FACILITY  
AND SINGLE-LINE DIAGRAM

(Provided by Customer-Generator)



INTERCONNECTION AGREEMENT FOR  
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ELECTRIC GENERATING FACILITY OF 1,000 KW OR  
LESS

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APPENDIX B (If Applicable)

Any Rule 2 or Rule 21 Agreements for the Installation or Allocation of  
Special Facilities (Forms 79-255, 79-280, 79-702) or Agreements to  
Perform Any Tariff Related Work (62-4527)  
(Formed between the Parties)



# Aspen Street ARCHITECTS

Architecture • Planning • Feasibility Studies

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February 9, 2024

John Morris, Project Manager  
Mayers Memorial Hospital  
PO Box 459 / 43563 Highway 299E  
Fall River Mills, CA 96028  
(530) 519-5041

Project Title: **Fall River RHC Tenant Improvement, Design Proposal**

John,

Aspen Street Architects is pleased to submit this proposal for professional design services related to a remodel within the Clinic Building on the Fall River campus to convert the business side to a rural health clinic (RHC).

It is understood that the building currently houses a PT clinic and business offices. The building is not currently OSHPD-3. The building was built circa 1986 as the new Medical Office Building. At some point portions were converted for the current uses. No major remodel has been completed, beyond typical maintenance. Approximately half of the building is currently utilized as business offices. This half is what the hospital is proposing for conversion to an RHC. The half would not include the original X-Ray room (current PT gym) that is central in the building.

## **Scope of Work:**

**Design services.** Consultant to develop construction documents for the conversion of the business office area into an RHC. The program is to maximize exam room quantities, which per initial concept review was determined to be possible to obtain 2 exam rooms and a procedure room.

Area of remodel (approximately 1,300 square feet) will require OSHPD-3 certification. Project is to be submitted to local jurisdiction as an OSHPD-3 project.

Consultant includes mechanical/plumbing and electrical engineering. Scope assumes minor structural support for any new equipment anchorage support as needed. Engineers and Architect have previously made a site visit to obtain existing readily available as-built observations. Electrical assumes the existing electrical infrastructure is sufficient to accommodate these renovations. Mechanical assumes for regulatory compliance that the HVAC units serving the area of the work will be replaced with compliant units. All Title 24 required energy compliance forms are included in design scope.

No changes the building exterior are currently assumed, but can be included if required as additional services, such as site accessibility if required by local jurisdiction.

Interior design to utilize existing facility standards, and product/material requirements will be noted, with exact color/finish to be selected by Owner during construction.



Client standard accessories to be indicated were applicable, and any new medical equipment information to be provided by Client.

Automatic fire sprinkler and fire alarm to be provided by Client’s vendor if required. To be incorporated in to the design documents and coordinated by Consultant.

Client to provide required electrical load readings, air balances, existing building plans/reference drawings (previously received), etc., as may be required for design.

Consultant to make submittal to local jurisdiction for plan review and permitting.

**Bidding services.** Consultant to include responses to prospective general contractor questions during Client run bid period as needed. If Client requests Consultant run the bid process, this can be provided as additional services.

**Construction Administrative (CA) services.** Consultant to provide, as required by jurisdictional authority.

Typical CA services included, to assume participation in regular Owner/Architect/Contractor meetings (virtual), responding to RFIs and review of submittals, completion of required CA paperwork, and administration of changes. Any change due to unforeseen conditions, owner requested changes, or contractor requested changes can be handled as additional services as may be needed.

A three month construction period is assumed for generation of CA fee. If actual construction duration is in excess of this, additional services may be warranted.

One site visit in CA is assumed by architectural PM for punch-walk at substantial completion – additional visits can be provided as needed (additional fee may be warranted).

Client to pay all fees, including plan review, permitting, and bidding.

**Fee Proposal**

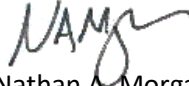
Consultant to proceed on a fixed fee basis for design as detailed in below chart, exclusive of reimbursable expenses, which will be billed per the attached rate schedule.

		design	agency review	con admin	subtotal
<b>architectural</b>	Aspen Street	\$ 23,100	\$ 3,960	\$ 10,560	\$ 37,620
subconsultants					
structural	Axiom	\$ 5,000		included	\$ 5,000
mechanical	NEXUS	\$ 8,100		\$ 900	\$ 9,000
electrical	Edge	\$ 10,500		\$ 5,000	\$ 15,500
<b>subconsultant subtotal</b>					\$ 29,500
consultant markup	15%				\$ 4,425
<b>Total</b>					<b>\$ 71,545</b>

This proposal is valid for the next 90 days. Please provide a written authorization to proceed with work if the above meets your approval.

Thank you for considering Aspen Street Architects for this project. We look forward to working with you.

Respectfully,

A handwritten signature in black ink, appearing to read 'N.A.M.', with a stylized flourish extending to the right.

Nathan A. Morgan  
President



**Aspen Street Architects, Inc.  
Rate Schedule**

**Hourly Rates for Professional Personnel**

Principal/Architect	240.00	Certified Access Specialist (CASp)	200.00
Senior Architect	230.00	Senior Planner	240.00
Architect IV	210.00	Facilities Manager	180.00
Architect III	180.00	Sr Project Manager	185.00
Architect II	160.00	Project Manager	165.00
Architect I	150.00		
Architect Intern II	145.00	Construction Contract Administrator	130.00
Architect Intern I	135.00	Project Administrator	100.00
Sr. Job Captain	135.00		
Job Captain	120.00		
Senior Production	120.00		
Production	105.00		

**Consultants Fees Under Contract:**

Billed per consultant's invoice, plus 15% coordination fee.

**Reimbursable Expenses Not Included in Contract:**

Engineering Xeroxes (white 24" x 36")	\$ 5.00/each
Engineering Xeroxes (white 30" x 42")	\$ 7.50/each
Color Printing (8.5"x11")	\$ 1.50/page
Color Printing (11"x17")	\$ 2.75/page
Photocopies	\$ 0.20/each
Data Disc	\$ 2.50/each
Report Binding	\$ 5.50/each

**Miscellaneous reimbursable charges**, including but not limited to, photographs, outside printing, maps, renderings, postage and freight will be billed at actual cost plus 15%. Travel expenses will be billed at actual cost plus 15%.

Clients will be billed monthly for services rendered. Payment is due upon receipt of invoice. Invoices which remain unpaid after thirty days are considered past due and subject to a service charge of 1.5% per month, which is an annual rate of 18%. If Client believes a billing error has occurred, or if Client requires additional information regarding an invoice, Client agrees to inform Aspen Street Architects in writing within ten days of invoice date. If Client does not inform Aspen Street Architects of any disputes within ten days, charges will be deemed correct.

The rates will remain in effect until December 31, 2024 and are subject to adjustment thereafter.