



**Agreement Summary**

This memo serves as an agreement between Facilities & Services (F&S) and the Office of Inclusion and Intercultural Relations (OIIR) to retire Renewable Energy Certificates (RECs) purchased by the University to the Bruce Nesbitt African American Cultural Center for the purpose of allocating energy certificates to the building and counting towards LEED certification. No other agreement whether written or verbal shall amend the terms of this memorandum unless agreed to by both parties indicated below.

F&S will provide campus-owned renewable energy certificates to the Bruce Nesbitt African American Cultural Center and retire the associated RECs each year.

Effective Date and Term: **January 1, 2021/5 years**  
Annual Project cost: **\$436.50 (estimated)**

Annual REC Amount: **approx. 291 MWh=291 RECs**  
Amount per REC: **\$1.50 for initial three calendar years**

**Agreement Terms**

1. TERM: The term of this agreement will be for five calendar years beginning January 1, 2021 and will automatically renew in one year increments unless terminated by either party with a 60 day written notice.
2. PROOF OF DELIVERY: The RECs will be retired from the University's M-RETS account in favor of the Bruce Nesbitt African American Cultural Center by the end of each fiscal year (July 1 to June 30) occurring during the term of this agreement and the documentation to support the retirement will be provided to the OIIR to support their claim of net zero emissions. The retirement from the M-RETS account ensures that the RECs are used to offset energy usage only once. F&S will initiate the retirement and provide documentation to the OIIR.
3. PRICE: The price per REC for the initial term will be \$1.50/REC billed to the OIIR by the end of each fiscal year. The price per REC for subsequent years will be discussed and agreed upon in writing by both parties before December 31, 2025.
4. PAYMENT: It is agreed upon by both parties that the payment will be made by Banner Journal Voucher (JV) on or before the last day of each Fiscal Year during the term of the agreement payable to the designated Banner CFOP specified by the OIIR. F&S will initiate the JV, using the CFOP provided, and send confirmation to the OIIR when the transaction is complete each year.
5. REPORTING PROCESS: In April of each year, starting in April 2022, F&S will calculate the total MWh used during the prior calendar year using the usage data in the F&S utility billing system and report this amount to OIIR to confirm the amount and funding source for the JV. F&S will process the JV, email OIIR the JV number, and send a copy of the documentation of the REC retirement in M-RETS before the end of the fiscal year. The department using the RECs acknowledges their responsibility in appropriately reporting the purpose and terms of this transaction to the appropriate local, state, or federal interested parties.

**DEPARTMENT APPROVALS:**

Office of Inclusion and Intercultural Relations

Dr. Jim Hintz  
Associate Vice Chancellor for Student Success and Engagement  
Interim Director, Office of Inclusion, and Intercultural  
Relations

Facilities & Services

Dr. Ehab Kamarah  
Associate Vice Chancellor & Executive  
Director

*James Hintz*

Signature

03/24/2023

Date

*E. Kamarah 7/21/2023*

Signature

Date








# MOU - RECs for Bruce Nesbitt African American Cultural Center LEED Certification

Final Audit Report

2023-03-24

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