



**STATE OF NEW MEXICO**  
**Public School Facilities Authority**  
**Albuquerque Field Station**  
**700 Lomas Blvd., NE - Suite 201**  
**Albuquerque, NM 87102**

Robert A. Gorrell  
Director

Telephone: 505-843-6272  
Facsimile: 505-843-9681

October 20, 2006

Mr. Ron Haugen  
Gadsden Independent  
1325 West Washington St  
P.O. Drawer 70  
Anthony NM 88021

**Re: Conservation Altering Student Habits (CASH)**

Dear Ron Haugen,

The Public School Facilities Authority is seeking interested school districts for an energy conservation program called Conservation Altering Student Habits (CASH). Using funds made available through an EMNRD grant, an RFP has been issued that requires a contractor to organize and implement a "pilot study" behavior modification program for energy conservation at four of New Mexico's Public School Districts. A brief outline of the program and its objectives is enclosed.

We believe that the Name School District is an excellent candidate for this pilot program. Your school district's responsibility will be to commit the resources necessary for successful program implementation. The Public School Facilities Authority will oversee the contractor's performance of work, and will help ensure that program objectives are met. If this year's program proves to be as successful as anticipated, it will be applied at other districts throughout the state in coming years.

A school district commitment agreement is also enclosed. If you are willing to participate in this program, please sign and return. If you have any questions about the program, please contact Calvin Steckler or myself at 505-843-6272. Thank you in advance for your cooperation in assisting all school districts with this very worthwhile energy conservation program.

Robert J. Bittner, P.E.

PSFA Maintenance Coordinator  
[rbittner@nmopsfa.org](mailto:rbittner@nmopsfa.org)

Attachments enclosed:  
Program Description  
District Commitment Agreement

The purpose of CASH project is to establish a behavioral modification energy conservation program throughout the State of New Mexico Public School Districts. The program objectives are as follow:

1. Create school district CASH Policy, establish goal's for the program and establish supporting school district objectives.
2. Designate a Champion position, responsible individuals, means of implementing the program, and a CASH Team.
3. Establish a process (checklist) for Administrators, Teachers and Trainers for implementing CASH program, along with continuation of program.
4. Implement a behavioral modification energy conservation education program with materials for use by instructional personnel in the day to day program to the students.
5. Establish energy conservation awareness training for all school personnel.
6. Establish an evaluation program and means of celebrating success.
7. Create video showing the CASH project objectives as a teaching tool for other schools to incorporate CASH program. Providing actual hands on demonstrations. The video shall have segments from each school district.



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## CASH COMMITMENT LETTER

**Date:**

**To:** Public School Facility Authorities  
Attn: Maintenance Division  
700 Lomas Blvd NE Suite 201  
Albuquerque, NM 87102

**School District Name:** Gadsden Independent Schools

**Address:**

Gadsden Independent Schools  
1325 West Washington St  
P.O. Drawer 70  
Anthony NM 88021Address

Reference: Gadsden Independent Schools Commitment for CASH Project

This letter is our commitment to Public School Facilities Authorities (PSFA) that the Name School District shall commit to do all that we can to implement and provide resources upon execution of the contract and referenced program objectives set forth in the Conservation Altering Student Habits program during 2007.

Signed: \_\_\_\_\_

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

Printed Name: \_\_\_\_\_