

CONTRACT REQUEST FORM (CRF)

CEC-94 (Revised 11/10)

CALIFORNIA ENERGY COMMISSION


 New Contract - - Amendment to Existing Contract: 400-07-007 Amendment Number: 2

Division	Contract Manager:	MS-	Phone	CM Training Date
400 Efficiency Renewable Energy Division	Diana Chong	45	916-653-1628	11/14/07

Contractor's Legal Name	Federal ID Number
Southern California Edison Company	95-1240335

Title of Project
New Solar Homes Partnership Program Administration

Term	Start Date	End Date	Amount
New/Original Contract	3 / 5 / 08	6 / 30 / 11	\$ 846,740

Line up the Amendment information as best as possible in the following boxes

Amendment #	End Date (mm/dd/yy)	Amount
2	6/30/13	\$599,403

Business Meeting Information			
Proposed Business Meeting Date	2/9/11	<input type="checkbox"/> Consent	<input checked="" type="checkbox"/> Discussion
Business Meeting Presenter	Diana Chong	Time Needed:	5 minutes

Agenda Item Subject and Description
Possible approval of a contract amendment for Southern California Edison to continue its daily application processing and call center activities of the New Solar Homes Partnership (NSHP) within its service territory. This amendment provides additional time and funding necessary to cover program application processing activities and allow for program growth. The contract amendment amount is for \$599,403.

Business Meeting approval is not required for the following types of contracts: *Executive Director's signature is required in all cases.*

- Contracts less than \$10k (*Policy Committee's signature is also required*)
- Amendment for a no-cost time extension. Must be first extension, less than one year and original contract less than \$100k.
- Contracts less than \$25k for Expert Witness in Energy Facility licensing cases and amendments.

Purpose of Contract or Purpose of Amendment, if applicable
<p>The purposes of this Amendment is to continue to:</p> <ol style="list-style-type: none"> 1. Improve the efficiencies of the Energy Commission's New Solar Homes Partnership (NSHP) by bringing the applicants in direct contact with their utility companies and utilizing the inherent synergies already in place between the utilities and their service area customers. 2. Bring together the processing of solar incentives and the energy efficiency incentives for builders of residential homes under one administrator within each utility company service area for improved administrative efficiency and superior customer service. 3. Form a team between the utility companies participating in the NSHP and the Energy Commission that will help create a self-sustaining market for solar homes where builders incorporate high levels of energy efficiency and high performing solar systems.

**California Environmental Quality Act (CEQA) Compliance**

1. Is Contract considered a "Project" under CEQA?

 Yes: skip to question 2 No: complete the following (PRC 21065 and 14 CCR 15378):

Explain why contract is not considered a "Project":

Contract will not cause direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment because the contract involves amending an existing contract for the administration of the NSHP rebate processing and call center operations being conducted by the Contractor. This is an existing program which means that the tasks involved are not new or an increase over what is already occurring. Rebate applications will be submitted through a web-based system or via mail and not in person. Thus, there is no environmental change, such as a change in car or pedestrian traffic, caused by this amendment.

2. If contract is considered a "Project" under CEQA:

 a) Contract **IS** exempt. (Draft NOE required) Statutory Exemption. List PRC and/or CCR section number: _____ Categorical Exemption. List CCR section number: _____ Common Sense Exemption. 14 CCR 15061 (b) (3)

Explain reason why contract is exempt under the above section:

 b) Contract **IS NOT** exempt. The Contract Manager needs to consult with the Energy Commission attorney assigned to their division and the Siting Office regarding a possible Initial Study.**Budgets Information**

Contract Amount Funded		Breakdown by FY			Funding Sources			
Funding Source	Amount	FY	Amount	Approved ?	Funding Source	FY	Budget List No.	Amount
ARFVTF	\$	10/11	\$199,801	No	Other	10/11		\$199,801
ECAA	\$	11/12	\$199,801	No	Other	11/12		\$199,801
State- ERPA	\$	12/13	\$199,801	No	Other	12/13		\$199,801
Federal	\$		\$	No	Funding Source			\$
PIER - E	\$		\$	No	Funding Source			\$
PIER - NG	\$		\$	No	Funding Source			\$
Reimbursement	\$		\$	No	Funding Source			\$
Other	\$599,403		\$	No	Funding Source			\$
TOTAL: \$599,403		TOTAL:	\$599,403		TOTAL:			\$599,403
Reimbursement Contract #:					Federal Agreement #:			

Contractor's Administrator/ Officer

Name: Gerry Castro
 Address: Customer Solar and Self-Generation, GO3, PO Box 800
 City, State, Zip: Rosemead, CA 91770-0800
 Phone/ Fax: 626-302-3840/626-302-3967
 E-Mail: gerry.castro@sce.com

Contractor's Project Manager

Name: Gerry Castro
 Address: Customer Solar and Self-Generation, GO3, PO Box 800
 City, State, Zip: Rosemead, CA 91770-0800
 Phone/ Fax: 626-302-3840/626-302-3967
 E-Mail: gerry.castro@sce.com

Contractor Is

- Private Company (including non-profits)
 CA State Agency (including UC and CSU)
 Government Entity (i.e. city, county, federal government, air/water/school district, joint power authorities, university from another state)

Selection Process Used

- Solicitation Select Solicitation Type _____ Solicitation #: _____ - -
 Non Competitive Bid (Attach CEC 96)
 Exempt Select Exemption (see instructions)

Civil Service Considerations

- Not Applicable (Contract is with a CA State Entity or a membership/co-sponsorship)
 Public Resources Code 25620, et seq., authorizes the Commission to contract for the subject work. (PIER)



- The Services Contracted:
 - are not available within civil service
 - cannot be performed satisfactorily by civil service employees
 - are of such a highly specialized or technical nature that the expert knowledge, expertise, and ability are not available through the civil service system.
- The Services are of such an:
 - urgent
 - temporary, or
 - occasional nature
 that the delay to implement under civil service would frustrate their very purpose.

Justification:

Contractor has the capability to accept high levels of workload and has the technical expertise to verify that the NSHP applicants meet the energy efficiency requirements and authorize interconnection. As NSHP applications are accepted continuously, the Contractor's service is required on a regular basis to process the applications in a timely manner.

Payment Method

- A. Reimbursement in arrears based on:
 - Itemized Monthly
 - Itemized Quarterly
 - Flat Rate
 - One-time
- B. Advanced Payment
- C. Other, explain:

Retention

- 1. Is contract subject to retention? No Yes
- If Yes, Do you plan to release retention prior to contract termination? No Yes

Justification of Rates

The Energy Commission has a limited budget allocated for NSHP program administration. The total budget is split between the three NSHP Program Administrators: PG&E, SCE and SDG&E. The total contract dollar amount for SCE is based on SCE's historical NSHP program activity, where the dollar allocation is a function of activity in SCE's electric service territory compared with the activity in PG&E and SDG&E.

Disabled Veteran Business Enterprise Program (DVBE)

- 1. Not Applicable
- 2. Meets DVBE Requirements DVBE Amount:\$ _____ DVBE %: _____
 - Contractor is Certified DVBE
 - Contractor is Subcontracting with a DVBE: _____
- 3. Requesting DVBE Exemption (attach CEC 95)

Is Contractor a certified Small Business (SB), Micro Business (MB) or DVBE?

- No Yes
- If yes, check appropriate box: SB MB DVBE

Is Contractor subcontracting any services?

- No Yes
- If yes, give company name and identify if they are a Small Business (SB), Micro Business (MB) and/or DVBE:

	<input type="checkbox"/> No	<input type="checkbox"/> SB	<input type="checkbox"/> MB	<input type="checkbox"/> DVBE
	<input type="checkbox"/> No	<input type="checkbox"/> SB	<input type="checkbox"/> MB	<input type="checkbox"/> DVBE
	<input type="checkbox"/> No	<input type="checkbox"/> SB	<input type="checkbox"/> MB	<input type="checkbox"/> DVBE



Miscellaneous Contract Information

1. Will there be Work Authorizations?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
2. Will there be IT expenditures?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
3. Is the Contractor providing confidential information?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
4. Is the contractor going to purchase equipment?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
5. Check frequency of progress reports <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Other...		
6. Will a final report be required?	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
7. Is the contract, with amendments, longer than a year? If yes, why?	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
The NSHP is a multi-year program and having the contract last longer than a year will increase continuity.		

The following items should be attached to this CRF

1. Scope of Work, Attach as Exhibit A.	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Attached
2. Budget Detail, Attach as Exhibit B.	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Attached
3. CEC 96, NCB Request	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Attached
4. CEC 30, Survey of Prior Work	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Attached
5. CEC 95, DVBE Exemption Request	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Attached
6. Draft CEQA Notice of Exemption (NOE)	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Attached
7. Resumes	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Attached

 Contract Manager Date Office Manager Date Deputy Director Date

The following signatures are only required when contract approval is delegated to the Executive Office and not approved at a Business Meeting. See Business Meeting Information Section.

 Presiding Policy Committee Date Associate Policy Committee Date Executive Director Date