STATE OF CALIFORNIA

CONTRACT REQUEST FORM (CRF)

CEC-94 (Revised 09/10) CALIFORNIA ENERGY COMMISSION

☐ New Contract ☒ Amendment to Existing Contract: 400-07-005 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
Pacific Gas and Electric Company	94-0742640

Title of Project
New Solar Homes Partnership Program Administration

Term	Start Date	End Date	Amount
New/Original Contract	03 / 28 / 08	06 / 30 / 11	$ 1,832,851

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

Amendment #	End Date *(mm/dd/yy)*	Amount
2	06/30/13	$887,091

Business Meeting Information			
Proposed Business Meeting Date	2/9/11	☐ Consent	☒ Discussion
Business Meeting Presenter	Diana Chong	Time Needed:	5 minutes

Agenda Item Subject and Description

Possible approval of a contract amendment for Pacific Gas and Electric 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 $887,091.

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

The purposes of this Amendment is to continue to:

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	$295,697	No	Other	10/11		$295,697
ECAA	$	11/12	$295,697	No	Other	11/12		$295,697
State- ERPA	$	12/13	$295,697	No	Other	12/13		$295,697
Federal	$		$	No	Funding Source			$
PIER - E	$		$	No	Funding Source			$
PIER - NG	$		$	No	Funding Source			$
Reimbursement	$		$	No	Funding Source			$
Other	$887,091		$	No	Funding Source			$
TOTAL:	$887,091	TOTAL:	$887,091				TOTAL:	$887,091
Reimbursement Contract #:					Federal Agreement #:			

Contractor's Administrator/ Officer		Contractor's Project Manager	
Name:	Miglena Dimitrova	Name:	Miglena Dimitrova
Address:	245 Market St, Mail Code N7R	Address:	245 Market St, Mail Code N7R
City, State, Zip:	San Francisco, CA 94105	City, State, Zip:	San Francisco, CA 94105
Phone/ Fax:	415-973-7940/415-973-2510	Phone/ Fax:	415-973-7940/415-973-2510
E-Mail:	mddk@pge.com	E-Mail:	mddk@pge.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 expetise 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 PG&E is based on PG&E's historical NSHP program activity, where the dollar allocation is a function of activity in PG&E's electric service territory compared with the activity in SCE 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:				
SolData Energy Consulting, Inc., Benningfield Group, Inc.	☐ No	☐ SB	☒ MB	☐ DVBE
Heschong Mahone Group, Inc.	☐ No	☐ SB	☒ MB	☐ DVBE
Enercomp, Inc.	☐ No	☒ SB	☐ MB	☐ DVBE

Miscellaneous Contract Information		
1. Will there be Work Authorizations?	☒ No	☐ Yes
2. Will there be IT expenditures?	☒ No	☐ Yes
3. Is the Contractor providing confidential information?	☒ No	☐ Yes
4. Is the contractor going to purchase equipment?	☒ No	☐ Yes
5. Check frequency of progress reports ☒ Monthly ☐ Quarterly ☐ Other...		
6. Will a final report be required?	☐ No	☒ Yes
7. Is the contract, with amendments, longer than a year? If yes, why?	☐ No	☒ 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.	☐ N/A	☒ Attached
2. Budget Detail, Attach as Exhibit B.	☐ N/A	☒ Attached
3. CEC 96, NCB Request	☐ N/A	☒ Attached
4. CEC 30, Survey of Prior Work	☒ N/A	☐ Attached
5. CEC 95, DVBE Exemption Request	☐ N/A	☒ Attached
6. Draft CEQA Notice of Exemption (NOE)	☒ N/A	☐ Attached
7. Resumes	☒ N/A	☐ 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