

CONTRACT REQUEST FORM (CRF)

CEC-94 (Revised 11/10)

CALIFORNIA ENERGY COMMISSION



New Contract - - Amendment to Existing Contract: 400-09-023 Amendment Number: 2

Division	Contract Manager:	MS-	Phone	CM Training Date
400 Efficiency Renewable Energy Division	Helen Lam	26	916-651-3007	11/14/07

Contractor's Legal Name	Federal ID Number
Sacramento Municipal Utility District	91-6001157

Title of Project
Home Performance Program

Term	Start Date	End Date	Amount
New/Original Contract	09 / 02 / 10	03 / 31 / 12	\$ 19,969,421

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

Amendment #	End Date (mm/dd/yy)	Amount
2	03/31/12	\$19,969,421

Business Meeting Information

Proposed Business Meeting Date	6/1/11	<input checked="" type="checkbox"/> Consent	<input type="checkbox"/> Discussion
Business Meeting Presenter	Helen Lam	Time Needed:	minutes

Agenda Item Subject and Description

Possible approval of Amendment #2 for Contract #400-09-023 with SMUD. This request is to reallocate funds among task budgets to achieve the adjusted single family and multi-family unit goals, and to add Task 3 for rebate and marketing enhancement activities to enable SMUD to effectively implement the Home Performance Program. The amendment will not increase the total amount of the contract or extend the contract period.

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

This amendment request is: (1) for the reallocation of funds among task budgets to achieve the adjusted home audit and retrofit goals for single family and multi-family homes, as determined at SMUD's March 2011 Critical Project Review meeting and (2) for the addition of a new Task 3 for rebate and marketing enhancement activities to maximize the participation goal for the single family program. This amendment would enable SMUD to effectively implement the Home Performance Program within the contract period. The amendment will not increase the total amount of the contract or extend the contract period.

See Attachment 1 to Contract Request Form for budget reallocation breakdowns.

Note: All proposed changes are in red on the attached.



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 _____.

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: Section 15301 (repair and minor alteration of existing public or private structures)
 Section 15302 (replacement or reconstruction of existing structure)
 Section 15306 (information collection)
 Section 15308 (action to protect the environment)
 Section 15309 (inspections)
 Section 15322 (education or training)
 Common Sense Exemption. 14 CCR 15061 (b) (3)
 Explain reason why contract is exempt under the above section:
 Contract will not cause a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment because the work involves primarily home energy audits/ratings and energy efficiency upgrade improvements for residential and multi-family buildings.
 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	\$		\$	No	Funding Source			\$
ECAA	\$		\$	No	Funding Source			\$
State- ERPA	\$		\$	No	Funding Source			\$
Federal	\$19,969,421	09-10	\$19,969,421	Yes	Federal	09-10		\$19,969,421
PIER - E	\$		\$	No	Funding Source			\$
PIER - NG	\$		\$	No	Funding Source			\$
Reimbursement	\$		\$	No	Funding Source			\$
Other	\$		\$	No	Funding Source			\$
TOTAL: \$19,969,421		TOTAL: \$19,969,421			TOTAL:			\$19,969,421
Reimbursement Contract #:					Federal Agreement #: DE-EE0000221			

Contractor's Administrator/ Officer		Contractor's Project Manager	
Name:	Bob Hollowell	Name:	Steve Vang
Address:	6201 S Street, MS B-204	Address:	6201 S Street, MS A-353
City, State, Zip:	Sacramento, CA 95817-1818	City, State, Zip:	Sacramento, CA 95817-1899
Phone/ Fax:	(916) 732-6451	Phone/ Fax:	(916) 732-5882
E-Mail:	bhollow@smud.org	E-Mail:	svang2@smud.org

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 RFP _____ Solicitation #: 400-09-403
 Non Competitive Bid (Attach CEC 96)
 Exempt Select Exemption (see instructions)



Civil Service Considerations	
<input type="checkbox"/>	Not Applicable (Contract is with a CA State Entity or a membership/co-sponsorship)
<input type="checkbox"/>	Public Resources Code 25620, et seq., authorizes the Commission to contract for the subject work. (PIER)
<input checked="" type="checkbox"/>	The Services Contracted:
<input checked="" type="checkbox"/>	are not available within civil service
<input checked="" type="checkbox"/>	cannot be performed satisfactorily by civil service employees
<input checked="" type="checkbox"/>	are of such a highly specialized or technical nature that the expert knowledge, expertise, and ability are not available through the civil service system.
<input type="checkbox"/>	The Services are of such an:
<input type="checkbox"/>	urgent
<input type="checkbox"/>	temporary, or
<input type="checkbox"/>	occasional nature
	that the delay to implement under civil service would frustrate their very purpose.
Justification:	

Payment Method							
<input checked="" type="checkbox"/>	A. Reimbursement in arrears based on:						
<input checked="" type="checkbox"/>	Itemized Monthly	<input type="checkbox"/>	Itemized Quarterly	<input type="checkbox"/>	Flat Rate	<input type="checkbox"/>	One-time
<input type="checkbox"/>	B. Advanced Payment						
<input type="checkbox"/>	C. Other, explain:						

Retention	
1. Is contract subject to retention?	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes
If Yes, Do you plan to release retention prior to contract termination?	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes

Justification of Rates
The rates of Contractor's administrators and project managers were determined to be standard rates for publicly-owned utilities. Subcontractor rates were also determined to be on par with rates charged by subcontractors for the various types of work proposed.

Disabled Veteran Business Enterprise Program (DVBE)	
1. <input checked="" type="checkbox"/>	Not Applicable
2. <input type="checkbox"/>	Meets DVBE Requirements
<input type="checkbox"/>	Contractor is Certified DVBE
<input type="checkbox"/>	Contractor is Subcontracting with a DVBE:
3. <input type="checkbox"/>	Requesting DVBE Exemption (attach CEC 95)

Is Contractor a certified Small Business (SB), Micro Business (MB) or DVBE?	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes
If yes, check appropriate box:	<input type="checkbox"/> SB <input type="checkbox"/> MB <input type="checkbox"/> DVBE

Is Contractor subcontracting any services?	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes
If yes, give company name and identify if they are a Small Business (SB), Micro Business (MB) and/or DVBE:	
See approved agreement for a list of all subcontractors	<input checked="" 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

CONTRACT REQUEST FORM (CRF)



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 type="checkbox"/> No	<input checked="" 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 type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
5. Check frequency of progress reports		
<input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> _____		
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
Funding for ARRA SEP Agreements ends on March 31, 2012.		

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 type="checkbox"/> Attached
4. CEC 30, Survey of Prior Work	<input type="checkbox"/> N/A	<input type="checkbox"/> Attached
5. CEC 95, DVBE Exemption Request	<input type="checkbox"/> N/A	<input type="checkbox"/> Attached
6. Draft CEQA Notice of Exemption (NOE)	<input type="checkbox"/> N/A	<input type="checkbox"/> Attached
7. Resumes	<input 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