

CONTRACT REQUEST FORM (CRF)

CEC-94 (Revised 11/10)

CALIFORNIA ENERGY COMMISSION



New Contract - - Amendment to Existing Contract: 400-09-032 Amendment Number: 3

Division	Contract Manager:	MS-	Phone	CM Training Date
400 Efficiency Renewable Energy Division	Jenny Wu	26	916-651-3738	7/26/10

Contractor's Legal Name	Federal ID Number
City of Fresno	94-6000338

Title of Project
Fresno Regional Comprehensive Residential Retrofit Program

Term	Start Date	End Date	Amount
New/Original Contract	06 / 30 / 10	06 / 14 / 12	\$ 2,899,899

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

Amendment #	End Date (mm/dd/yy)	Amount
3	06/14/12	0

Business Meeting Information

Proposed Business Meeting Date	9/12/12	<input checked="" type="checkbox"/> Consent	<input type="checkbox"/> Discussion
Business Meeting Presenter	Jenny Wu	Time Needed:	0 minutes

Agenda Item Subject and Description

Possible approval of Amendment 3 to Contract 400-09-032 with the City of Fresno to shift funds up to \$50,000 between tasks without changes to the overall budget.

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

Possible approval of Amendment 3 to Contract 400-09-032 with the City of Fresno to shift up to \$50,000 between tasks for the Fresno Regional Comprehensive Residential Retrofit Program (Program). The Program had received funding from the State Energy Program (SEP) and the Energy Efficiency and Conservation Block Grant (EECBG) Program (EECBG) totalling \$2,899,899 to stimulate economy recovery in the San Joaquin region through whole-house retrofit activity and associated energy savings. Through its whole-house energy rating services, contractor certification training, and public education of the whole-house approach, the Program had successfully raised awareness of building energy efficiency in the community and encouraged retrofit projects in its five county-wide program territory.

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- 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:

The Program is federally funded under the American Recovery and Reinvestment Act of 2009. The Program is designed to stimulate job creation and generate energy savings through energy efficiency improvements. The funding is one-time only, for specific purposes and is to be deployed within a short period (by mid-June 2012)

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 City of Fresno is a local government agency and their compensation is determined by civil service classifications.

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:
- | | | | | |
|------------------------------|--|-----------------------------|-----------------------------|-------------------------------|
| ConSol | <input checked="" type="checkbox"/> No | <input type="checkbox"/> SB | <input type="checkbox"/> MB | <input type="checkbox"/> DVBE |
| Strategic Energy Innovations | <input checked="" type="checkbox"/> No | <input type="checkbox"/> SB | <input type="checkbox"/> MB | <input type="checkbox"/> DVBE |
| Staples Communications | <input checked="" type="checkbox"/> No | <input type="checkbox"/> SB | <input type="checkbox"/> MB | <input type="checkbox"/> 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
 - Per invoice period
6. Will a final report be required? No Yes
7. Is the contract, with amendments, longer than a year? If yes, why? No Yes
- Funding for ARRA EECBG contracts end on June 14, 2012

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The following items should be attached to this CRF		
1. Scope of Work, Attach as Exhibit A.	<input checked="" 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 checked="" type="checkbox"/> N/A	<input 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 checked="" type="checkbox"/> N/A	<input 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