





J) Budget Information			
Funding Source	Funding Year of Appropriation	Budget List No.	Amount
State - ERPA	2012/2013	400.018A	\$4,999
ECAA	2013/2014	400.018B	\$4,999
ECAA	2014/2015	400.018C	\$4,999
Funding Source			\$
Funding Source			\$
R&D Program Area:	Select Program Area	TOTAL:	\$14,997
Explanation for "Other" selection			
Reimbursement Contract #:		Federal Agreement #:	

K) Contractor's Administrator/ Officer				Contractor's Project Manager			
Name:	Jennifer R. Blankenship			Name:	Jennifer R. Blankenship		
Address:	520 9 <sup>th</sup> Street, Ste. 100			Address:	520 9 <sup>th</sup> Street, Ste. 100		
City, State, Zip:	Sacramento, CA 95814			City, State, Zip:	Sacramento, CA 95814		
Phone:	415-957-9888	Fax:	916-668-6886	Phone:	415-957-9888	Fax:	916-668-6886
E-Mail:	jblankenship@chps.net			E-Mail:	jblankenship@chps.net		

L) Selection Process Used	
<small>(For amendments, address amendment exemption or NCB, do not identify solicitation type of original agreement.)</small>	
<input type="checkbox"/> Solicitation	Select Type Solicitation #: _____ - _____ # of Bids: _____ Low Bid? <input type="checkbox"/> No <input type="checkbox"/> Yes
<input type="checkbox"/> Non Competitive Bid	<small>(Attach CEC 96)</small>
<input checked="" type="checkbox"/> Exempt	Membership

M) Contractor Entity Type
<input checked="" type="checkbox"/> Private Company <small>(including non-profits)</small>
<input type="checkbox"/> CA State Agency <small>(including UC and CSU)</small>
<input type="checkbox"/> Government Entity <small>(i.e. city, county, federal government, air/water/school district, joint power authorities, university from another state)</small>

N) 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

O) Civil Service Considerations
<input checked="" type="checkbox"/> Not Applicable (Agreement 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 type="checkbox"/> The Services Contracted:
<input type="checkbox"/> are not available within civil service
<input type="checkbox"/> cannot be performed satisfactorily by civil service employees
<input 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.
<b>Justification:</b>

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

Q) Retention	
1. Is Agreement subject to retention?	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes
If Yes, Will retention be released prior to Agreement termination?	<input type="checkbox"/> No <input type="checkbox"/> Yes



<b>R) Justification of Rates</b>

<b>s) Disabled Veteran Business Enterprise Program (DVBE)</b>
1. <input type="checkbox"/> Exempt (Interagency/Other Government Entity)
2. <input type="checkbox"/> Meets DVBE Requirements      DVBE Amount:\$ <u>0</u> DVBE %: _____
<input type="checkbox"/> Contractor is Certified DVBE
<input type="checkbox"/> Contractor is Subcontracting with a DVBE: <u>Name of DVBE Company</u>
3. <input type="checkbox"/> Contractor selected through CMAS or MSA with no DVBE participation.
4. <input checked="" type="checkbox"/> Requesting DVBE Exemption (attach CEC 95)

<b>T) Miscellaneous Agreement Information</b>
1. Will there be Work Authorizations? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes
2. Is the Contractor providing confidential information? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes
3. Is the contractor going to purchase equipment? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes
4. Check frequency of progress reports
<input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> N/A
5. Will a final report be required? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes
6. Is the Agreement, with amendments, longer than a year? If yes, why? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes
Requesting 3 yr period. Funding beyond FY 12/13 contingent upon approval through the workplan process.

<b>U) The following items should be attached to this CRF (as applicable)</b>
1. Exhibit A, Scope of Work <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Attached
2. Exhibit B, Budget Detail <input checked="" type="checkbox"/> N/A <input 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 type="checkbox"/> N/A <input checked="" type="checkbox"/> Attached
6. CEQA Documentation <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Attached
7. Resumes <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Attached
8. CEC 105, Questionnaire for Identifying Conflicts <input checked="" type="checkbox"/> N/A <input checked="" type="checkbox"/> Attached

\_\_\_\_\_ Agreement Manager      \_\_\_\_\_ Date      \_\_\_\_\_ Office Manager      \_\_\_\_\_ Date      \_\_\_\_\_ Deputy Director      \_\_\_\_\_ Date

## **EXHIBIT A**

### **Scope of Work**

#### **PURPOSE**

The purpose of this agreement is to fund the Energy Commission's membership in the Collaborative for High Performance Schools, Inc (CHPS, Inc).

#### **BACKGROUND:**

The CHPS, Inc was formed in 2000 with the goal of increasing the energy efficiency of public schools in California by marketing information, service, and incentive programs directly to school districts and designers.

Faced with an energy crisis in California in 1999, the state's four major utilities joined with the Energy Commission to address energy efficiency efforts in California's schools. Out of this partnership came the Collaborative for High Performance Schools, Inc. Soon after, CHPS, Inc expanded its mission to address the overall environmental efficiency, health and comfort of schools in California. More recently, CHPS, Inc has once again expanded, offering tools to guide green school development nationally.

The Energy Commission is one of the founding members of the CHPS, Inc organization and Commissioner McAllister is on the Board of Directors.

Since its founding, CHPS, Inc has become the nationally recognized authority in energy efficient and sustainable school construction and moderation. Participants include the California Energy Commission, California Department of Education, Office of Public School Construction, Division of State Architect, California Department of Resources Recycling and Recovery, all major California utilities, architects, school districts, and manufacturers.

#### **SCOPE OF WORK:**

This agreement provides funding for a membership in CHPS, Inc for calendar years 2013, 2014, and 2015. The annual fee provides the Energy Commission full membership in the CHPS, Inc and a seat on the Board of Directors, which entails the following:

- Participation in the Board of Directors' activities;
- The opportunity to positively influence critical state funding programs and policies of regulatory agencies.
- A forum to collaborate with peers in the California schools community;
- CHPS, Inc staff support for programs and projects; and
- Exercise means to coordinate the Energy Commission's work with other state and utility programs related to schools and ensure school energy efficiency concerns are adequately addressed.