

CONTRACT REQUEST FORM (CRF)



A) New Agreement 400-13-001 (To be completed by CGL Office)

| B) Division | Agreement Manager: | MS- | Phone |
|---------------------------------------|--------------------|-----|--------------|
| 600 Fuels and Transportation Division | Joji Castillo | 23 | 916-653-6471 |

| C) Contractor's Legal Name | Federal ID Number |
|--|-------------------|
| Kilowatt Engineering, Inc. dba kW Engineering, Inc | 86-11211883 - |

| D) Title of Project |
|---|
| Technical Assistance to Bright Schools, Energy Partnership, and Energy Conservation Assistance Act Programs |

| E) Term and Amount | Start Date | End Date | Amount |
|--------------------|----------------|----------------|--------------|
| | 07 / 10 / 2013 | 06 / 30 / 2016 | \$ 2,000,000 |

F) Business Meeting Information

Operational agreement (see CAM Manual for list) to be approved by Executive Director

ARFVTP agreements under \$75K delegated to Executive Director.

| | | | |
|--------------------------------|----------------|----------------------------------|--|
| Proposed Business Meeting Date | 07 / 10 / 2013 | <input type="checkbox"/> Consent | <input checked="" type="checkbox"/> Discussion |
| Business Meeting Presenter | Joji Castillo | Time Needed: | 5 minutes |

Please select one list serve. Efficiency

Agenda Item Subject and Description

Possible approval of Agreement 400-13-001 with kW Engineering, Inc. for a \$2,000,000 contract to provide energy audits and other related services to the Bright Schools, Energy Partnership, and Energy Conservation Assistance Act (ECAA) Programs to improve energy efficiency at existing and planned facilities.

G) California Environmental Quality Act (CEQA) Compliance

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

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

Explain why Agreement is not considered a "Project":

Agreement will not cause direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment because the contract involves auditing buildings and writing reports. The environmental effects, if any, will be positive because if the public agencies implement the recommendations made under the technical assistance contract, they will reduce energy use during peak hours and/or at other times.

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

a) Agreement **IS** exempt. (Attach draft NOE)

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 Agreement is exempt under the above section: _____

b) Agreement **IS NOT** exempt. (Consult with the legal office to determine next steps.)

Check all that apply

| | |
|---|---|
| <input type="checkbox"/> Initial Study | <input type="checkbox"/> Environmental Impact Report |
| <input type="checkbox"/> Negative Declaration | <input type="checkbox"/> Statement of Overriding Considerations |
| <input type="checkbox"/> Mitigated Negative Declaration | |

H) List all subcontractors (major and minor) and equipment vendors: (attach additional sheets as necessary)

| Legal Company Name: | Budget | SB | MB | DVBE |
|---------------------|--------|--------------------------|--------------------------|--------------------------|
| see attached | \$ 0 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| | \$ 0 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| | \$ 0 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

I) List all key partners: (attach additional sheets as necessary)

| |
|---------------------|
| Legal Company Name: |
| none |

CONTRACT REQUEST FORM (CRF)

CEC-94 (Revised 01/13)

CALIFORNIA ENERGY COMMISSION

**J) Budget Information**

| Funding Source | Funding Year of Appropriation | Budget List No. | Amount |
|-------------------------------------|-------------------------------|----------------------|-------------|
| ECAA | 2013-14 | 401.007T | \$2,000,000 |
| Funding Source | | | \$ |
| R&D Program Area: Energy Efficiency | | TOTAL: | \$2,000,000 |
| Explanation for "Other" selection | | | |
| Reimbursement Contract #: | | Federal Agreement #: | |

K) Contractor's Administrator/ Officer

| Contractor's Administrator/ Officer | | | | Contractor's Project Manager | | | |
|-------------------------------------|--|------|--------------|------------------------------|---------------------------------|------|--------------|
| Name: | Christina Summary | | | Name: | Bruce Chamberlain, CEM | | |
| Address: | 287 17 th Street, Suite 300 | | | Address: | 287 17th Street, Suite 300 | | |
| City, State, Zip: | Oakland, CA 94612 | | | City, State, Zip: | Oakland, CA 94612 | | |
| Phone: | 510-229-5615 | Fax: | 510-834-6421 | Phone: | 510-229-5629 | Fax: | 510-834-6421 |
| E-Mail: | summary@kw-engineering.com | | | E-Mail: | bchamberlain@kw-engineering.com | | |

L) Selection Process Used (For amendments, address amendment exemption or NCB, do not identify solicitation type of original agreement.)

Solicitation RFQ Solicitation #: 600-12-601 # of Bids: 6 Low Bid? No Yes
 Non Competitive Bid (Attach CEC 96)
 Exempt Select Exemption (see instructions)

M) Contractor Entity Type

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)

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

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

O) Civil Service Considerations

Not Applicable (Agreement 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:

Engineering consultant has specialized expertise in conducting comprehensive energy audits including providing detailed analysis of HVAC efficiency options.

P) Payment Method

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

Q) Retention

1. Is Agreement subject to retention? No Yes
 If Yes, Will retention be released prior to Agreement termination? No Yes



R) Justification of Rates

This contract was developed through a RFQ process which requires a Reasonable Rate Survey. Staff conducted a survey of several similar companies' hourly rates and was able to verify the reasonableness of the costs.

S) Disabled Veteran Business Enterprise Program (DVBE)

- 1. Exempt (Interagency/Other Government Entity)
- 2. Meets DVBE Requirements DVBE Amount:\$ 0 DVBE %: 15%
 - Contractor is Certified DVBE
 - Contractor is Subcontracting with a DVBE: Redhorse Corporation
- 3. Contractor selected through CMAS or MSA with no DVBE participation.
- 4. Requesting DVBE Exemption (attach CEC 95)

T) Miscellaneous Agreement Information

- 1. Will there be Work Authorizations? No Yes
- 2. Is the Contractor providing confidential information? No Yes
- 3. Is the contractor going to purchase equipment? No Yes
- 4. Check frequency of progress reports
 - Monthly Quarterly Other...
- 5. Will a final report be required? No Yes
- 6. Is the Agreement, with amendments, longer than a year? If yes, why? No Yes
see attached

U) The following items should be attached to this CRF (as applicable)

- 1. Exhibit A, Scope of Work N/A Attached
- 2. Exhibit B, Budget Detail 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. CEQA Documentation N/A Attached
- 7. Resumes N/A Attached
- 8. CEC 105, Questionnaire for Identifying Conflicts N/A Attached

 Agreement Manager Date Office Manager Date Deputy Director Date

**kW Engineering, Inc.
Contract Request Form (CEC-94)
Additional Information**

H.) List all subcontractors (major and minor) and equipment vendors.

| Legal Company Name | Budget | SB | MB | DVBE |
|--|---------------|--------------------------|-------------------------------------|-------------------------------------|
| Arup North America Ltd | TBD | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Redhorse Corporation | TBD | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Sage Renewable Energy Consulting, Inc. | TBD | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Ambient Energy | TBD | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Faith Com Inc dba FCI Management Consultants | TBD | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

T6.) Is the Agreement, with amendments, longer than a year? If yes, why?

Yes, the public agency clients, ultimately served by this technical assistance contract, often require technical assistance which needs more than a year to complete. Public agencies must get governing board approval, submit documents, schedule audits to provide data, review reports, authorize potential projects' funding, and implement projects. This process often will take more than one year. Services under this contract are designed to assist public agencies with many stages of this process and thus the contractor's and/or subcontractors' services may be needed for more than one year. When a particular contractor assists a public agency with the early stages of their energy project implementation cycle, generally the public agency prefers to have the same contractor assist with later stages.

EXHIBIT A

SCOPE OF WORK

PURPOSE

This is a Work Authorization Agreement and no work shall be undertaken unless authorized by the California Energy Commission (Energy Commission) through a specific written document called a Work Authorization. The Contract Agreement Manager (CAM) for this contract will prepare and issue the written Work Authorizations which define the scope of work, the schedule of deliverables and the project budget.

The Prime Contractor shall make work assignments to the contractor team member based on the team member's relative expertise and/or project workload with Energy Commission concurrence on final selection of the team member for each work authorization. The Energy Commission makes no guarantee that any or all of the funds will be assigned in any given year or that any or all members of the team, including the prime contractor, will be assigned work.

The purpose of this Agreement is to provide engineering and architectural services to support Energy Commission programs designed to improve energy efficiency in existing and planned facilities. The Agreement will support the Bright Schools, Energy Partnership and Energy Conservation and Assistance Act (ECAA) Financing Programs. Specifically, the Contractor will provide engineering and architectural services to support the following:

Primary Tasks

The major categories of work are divided into the following tasks:

| Task | Description of Task |
|------|--|
| 1 | Agreement Management (Contractor only) |
| 2 | Evaluate Energy Efficiency Opportunities in Existing Buildings |
| 3 | Provide Support for New Construction Projects |
| 4 | Evaluate Opportunities for Cogeneration, Distributive Generation, Renewable Energy Systems, and Thermal and Other Energy Storage Systems |
| 5 | Evaluate Energy Efficiency Opportunities in Water & Wastewater Treatment Facilities |
| 6 | Provide Professional Engineering Support |
| 7 | Program and Energy Efficiency Marketing |

TASK 1 – AGREEMENT MANAGEMENT (CONTRACTOR ONLY)

Task 1.1 Kick-off Meeting

The goal of this task is to establish the lines of communication and procedures for implementing this Agreement.

The Contractor shall:

- Attend a “kick-off” meeting with the CAM, the Contracts Officer, and a representative of the Accounting Office. The meeting will be held in Sacramento, CA and the CAM will designate the specific location. The Contractor shall include their Project Manager, Contracts Administrator, Accounting Officer, and others designated by the CAM in this meeting. The administrative and technical aspects of this Agreement will be discussed at the meeting.
- Prepare a one page summary of the kick-off meeting discussion.

The CAM shall:

- Arrange the meeting including scheduling the date and time.
- Prior to the kick-off meeting, provide an agenda to all potential meeting participants

Contractor Deliverables:

- Kick-off meeting summary

Task 1.2 Program Meetings and Briefings

The Contractor and subcontractors shall:

- At the request of the Energy Commission’s CAM, be available for meetings or to provide written and/or verbal program briefings to the Energy Commission’s staff or others. The cost of meetings with local governments and public institutions will be included in each Work Authorization. The cost of meetings requested specifically by the Contractor shall be borne solely by the Contractor. The Energy Commission expects to hold no more than one (1) program briefing meeting per quarter.

Task 1.3 Invoices

The Contractor shall:

- Prepare a monthly invoice for all contract expenses performed for assigned Work Authorizations. An advance copy of the invoice shall be sent electronically to the CAM to ensure that all records are included and the invoice is for authorized work. The hard copy official invoice shall be submitted to the Energy Commission’s Accounting Office. The Energy Commission’s CAM will specify the invoice format.

Deliverables:

- Invoices

Task 1.4 Management of Work Authorizations

The Contractor shall:

- At the direction of the CAM, assist the Energy Commission in preparing the Work Authorizations which define the scope of work, the schedule of deliverables and the project budget.

Task 1.5 Manage Subcontractors

The goal of this task is to ensure quality products, to enforce subcontractor Agreement provisions, and in the event of failure of the subcontractor to satisfactorily perform services, recommend solutions to resolve the problem.

The Contractor shall, on an ongoing basis, perform the following tasks:

- Prepare and issue contract agreements with subcontractors that include all required provisions contained in the contract between the Energy Commission and the Contractor;
- Respond within a reasonable time to information requests or direction from the Energy Commission's CAM;
- Coordinate availability of subcontractors to meet needs of Energy Commission staff;
- Require subcontractors, via a contract, to provide invoices which correctly identify personnel, actual hourly rates and direct expenses charged to each work authorization and provide back-up documentation for expenses; and
- Maintain a current contract spreadsheet capable of tracking subcontractor and Contractor work activity, subcontractor and Contractor invoice activity, and the status of work authorizations.

Task 1.6 Progress Reports

The goal of this task is to periodically verify that satisfactory and continued progress is made towards achieving the objectives of this Agreement.

The Contractor shall:

- Prepare a monthly progress report which summarizes all activities conducted by the Contractor and its team. This report shall include a summary of contract expenditures to date. The monthly progress report is due to the Energy Commission's CAM within 15 calendar days after the end of the month. The Energy Commission's CAM will specify the report format and the number of copies to be submitted. All monthly progress reports shall coincide with the invoice period.

Deliverables:

- Monthly Progress Reports

Task 1.7 Final Report

The goal of this task is to prepare a written Final Report that describes the original purpose, approach, results and conclusions of the work completed under this Agreement. The Final Report shall be prepared in a language easily understood by the public or layperson with a limited technical background.

The Final Report shall be a public document.

The Contractor shall:

- Provide a draft and final report and abstract. A draft Final Report is due before the end of the contract. The Final Report is due no later than fifteen days before the end of the contract. The Final Report shall include a summary of:
 - The effectiveness of this contract in meeting the objectives of the program;
 - The work accomplishments of the Contractor and its team; and
 - Future activities recommended to increase the effectiveness of the programs and this contract.
- Submit the draft Final Report to the CAM for review and comment. The CAM will provide written comments to the Contractor. The Contractor shall review the comments and discuss any problematic recommended changes with the CAM, incorporating CAM comments.
- Once agreement has been reached on the draft, the Contractor shall prepare and submit the Final Report.

Deliverables:

- Draft Report
- Final Report

Task 1.8 Final Meeting

The goal of this task is to discuss closeout of this Agreement and review the project.

The Contractor shall:

- Meet with Energy Commission staff prior to the term end date of this Agreement. The meeting will be held via Web-Ex or teleconference. This meeting will be attended by the Contractor Project Manager and the CAM. The CAM will determine any additional appropriate meeting participants. The administrative and technical aspects of Agreement closeout will be discussed at the meeting.
- Present findings, conclusions, and recommended next steps (if any) for the Agreement based on the information included in the Summary Report.
- Prepare a written document of meeting agreements and unresolved activities.
- Prepare a schedule for completing the closeout activities for this Agreement, based on determinations made within the meeting.

Deliverables:

- Written documentation of meeting agreements
- Schedule for completing closeout activities, if any.

TASK 2 – EVALUATE ENERGY EFFICIENCY OPPORTUNITIES IN EXISTING BUILDINGS

Contractor shall conduct facility energy audits and prepare technical reports identifying energy efficiency opportunities in public buildings or facilities as assigned. At each facility energy audit, a California registered Professional Engineer must be on site and sign for the validity of the report recommendations. The energy audits shall be comprehensive or technology-specific. A comprehensive study includes a detailed analysis of all energy efficiency opportunities within the facility. A study shall also be authorized for a single purpose project, focusing on a particular technology (e.g., lighting only). For comprehensive energy audits, unless otherwise specified in the Work Authorization, the Energy Commission shall require that the energy audit analysis and technical report be prepared according to the Energy Commission's Guide to Preparing Feasibility Studies for Energy Efficiency Projects (publication number P400-00-002).

Typical project areas to be considered in an energy audit include, but are not limited to the following:

Lighting

1. Incandescent, fluorescent, HID lighting conversions and LED exit signs.
2. Traffic and Street lights.
3. Lighting controls (photocells, occupancy sensors, etc).

Heating, Ventilating and Air Conditioning (HVAC)

1. Upgrade natural gas fired boilers.
2. Efficient cooling towers.
3. Primary/secondary pumping.
4. Heat recovery.
5. Evaporative cooling.
6. Variable speed, two speed and high efficiency motors.
7. Packaged air conditioner or chiller replacement.
8. Controls.
9. Energy management systems.
10. Modifications of existing controls and system operations.
11. Dual duct conversions.
12. Outside air economizer operations and modifications.
13. Server room HVAC systems.

Other

1. Installation of vending miser.
2. Data Center retrofits.

The Contractor shall assist local governments and public institutions in their energy efficiency contract processes, including preparing performance specifications. Upon completion of the energy audit and technical reports, the Contractor shall be directed to develop performance specifications and provide other services as needed to assist a public agency in the construction of projects recommended in the audit. The Contractor will be asked to evaluate project cost effectiveness using Energy Commission financing

and utility/third party incentives. The Energy Commission's CAM will determine what specific tasks shall be included in the Work Authorization.

Deliverables and Due Dates

All work assignments will be made through specific Work Authorizations and will identify the schedule of deliverables. Typically, draft reports are due approximately six weeks after the initial site visit and final reports are due approximately two weeks after the draft reports. The Energy Commission's CAM will specify the number of required copies. Hardcopy and/or electronic copy on CD shall be requested. These copies shall be due to the CAM according to the work authorization schedule.

TASK 3 – PROVIDE SUPPORT FOR NEW CONSTRUCTION PROJECTS

Contractor shall conduct reviews of new public/school facility designs, including developing and/or evaluating building computer simulations, and recommending cost effective design alternatives to increase building energy efficiency. Assist local governments and public institutions to exceed the State's Building Energy Efficiency Standards (California Code of Regulations, Title 24, Part 6), California Green Building Standards (California Code of Regulations, Title 24, Part 11) and/or the Appliance Efficiency Standards (California Code of Regulations, Title 20, Section 1601 et.seq.) by identifying cost-effective measures.

The Contractor shall advise the local government or public institution, and/or the agency's architect and Mechanical Engineers on energy efficient design alternatives including developing life-cycle cost comparisons of alternatives. This shall include:

- Review and make recommendations on lighting systems, daylighting opportunities or design layouts;
- Review and make recommendations on building orientation, envelope features including energy optimized insulation and fenestration;
- Review and make recommendations on HVAC systems and energy management controls including identification of load shifting opportunities;
- Develop baseline and proposed building simulation models;
- Estimate incremental cost for alternatives and developing cost benefit analysis;
- Evaluate and analyze the technical and economic feasibility of using energy and resource efficient building materials on public facilities. Energy and resource efficient building materials include use of recycled materials, those with low embodied energy and those that can reduce waste generation at the construction/demolition site; and
- Evaluate the costs and benefits of the recommendations using life cycle cost analysis or other methods, as determined by the Energy Commission's CAM.

Deliverables and Due Dates

All work assignments will be made through specific Work Authorizations and will identify the schedule of deliverables. Typically, draft reports are due approximately six weeks after the initial site visit and final reports are due approximately two weeks after the draft

reports. The Energy Commission's CAM will specify the number of required copies. Hardcopy and/or electronic copy on CD shall be requested. These copies shall be due to the CAM according to the Work Authorization schedule.

TASK 4 – EVALUATE OPPORTUNITIES FOR COGENERATION, DISTRIBUTIVE GENERATION, RENEWABLE ENERGY SYSTEMS, THERMAL AND OTHER ENERGY STORAGE SYSTEMS

Contractor shall evaluate the technical and economic feasibility of installing a cogeneration, distributed generation, renewable energy system (including landfill gas, photovoltaics, biomass, wind and fuel cells) and/or thermal and other energy storage system for local governments and public institutions. Depending on the nature of the project, the Energy Commission's CAM will require a California registered Professional Engineer be on-site during data collection and approve the final study or report. The Contractor will be asked to evaluate project cost effectiveness using Energy Commission financing and utility/third party incentives. The Energy Commission shall ask that the feasibility study be prepared according to the Energy Commission's Guide to Preparing Feasibility Studies for Energy Efficiency Projects (P400-00-002).

Deliverables and Due Dates

All work assignments will be made through specific Work Authorizations and will identify the schedule of deliverables. Typically, draft reports are due approximately six weeks after the initial site visit and final reports are due approximately two weeks after the draft reports. The Energy Commission's CAM will specify the number of required copies. Hardcopy and/or electronic copy on CD shall be requested. These copies shall be due to the CAM according to the Work Authorization schedule.

TASK 5 – EVALUATE ENERGY EFFICIENCY OPPORTUNITIES IN WATER AND WASTEWATER TREATMENT FACILITIES

The Contractor shall evaluate energy efficiency opportunities for local governments and public institutions including on-site energy generation in water and wastewater treatment facilities. Depending on the nature of the project, the Energy Commission's CAM shall require a California registered Professional Engineer be on-site during data collection and approve the final study or report. The Contractor shall be asked to evaluate project cost effectiveness using Energy Commission financing and utility/third party incentives. The report will either be comprehensive or technology-specific.

Typical project areas to be considered in the report include, but are not limited to, the following:

- Lighting improvements.
- Heating, ventilating and air conditioning (HVAC) modifications and/or replacements.
- Energy efficient motor and pump replacements, including variable speed drives.
- Water/wastewater treatment process improvements.
- Electrical load management systems and strategies.

- Cogeneration optimization (wastewater only).
- Fuel cell analysis (wastewater only).

Once the report is completed, the CAM may direct the Contractor to assist the local government or public institution to implement energy projects by providing services to support the bid process.

Deliverables and Due Dates

All work assignments will be made through specific Work Authorizations and will identify the schedule of deliverables. Typically, draft reports are due approximately six weeks after the initial site visit and final reports are due approximately two weeks after the draft reports. The Energy Commission's CAM will specify the number of required copies. Hardcopy and/or electronic copy on CD shall be requested. These copies shall be due to the CAM according to the Work Authorization schedule.

TASK 6 – PROVIDE PROFESSIONAL ENGINEERING SUPPORT SERVICES

The Contractor shall be assigned to provide engineering support for special projects. These special projects may be assigned by the CAM to assist a local government or public institution, or the Energy Commission in achieving the objectives of the Bright Schools, Energy Partnership, and Energy Financing Program. Examples include, but are not limited to:

- Evaluation of Energy Services and Power Purchase Proposals. Perform independent review of energy project proposals submitted to local governments and public institutions. The Contractor shall be assigned to review existing energy project proposals, designs, and other special projects on a case-by-case basis, as directed by the Energy Commission's CAM. In particular, the Energy Commission is frequently asked to assist local governments or public institutions to procure services from an energy service company or to provide an independent review of proposals.
- Commissioning. Recommend building and/or equipment commissioning procedures and assist in oversight inspection and commissioning of installed energy efficiency or energy related projects. Commissioning services could include:
 - Help in developing a commissioning plan for a specific building; or
 - Reviewing and commenting on the adequacy of the commissioning protocols proposed by a design team for an entire building or energy system.
- Monitoring and Verification. Perform independent monitoring and verification of energy projects to determine baseline energy use and energy use after project installation. The purpose is to compare "actual" energy savings with those identified in the energy study or report. The Contractor may be asked to provide project troubleshooting, pump testing, and/or monitoring and verification tools.

- Utility Tariffs Analysis. Review current utility tariffs and determine whether the public agency could benefit by changing tariffs based on the recommended projects. The Contractor shall be assigned to review the current tariffs and evaluate the impacts of pending California Public Utility Commission (CPUC) rulemaking, especially for power generation projects (e.g., cogeneration, landfill gas). Also, the Contractor may be assigned to evaluate the impact of current/planned demand side management, demand response, and distributed generation incentives and their impact on project feasibility.
- Technology Assessment. Evaluate new technologies for energy savings potential. Services may include contracting with an independent testing lab to determine whether manufacturers' claims of energy savings potential can be supported.
- Field Assistance. Perform independent assistance to local governments and public institutions to determine project cost estimates for energy projects. This may require a site visit to determine the entire scope of the project to be cost estimated.

Deliverables and Due Dates

All work assignments will be made through specific Work Authorizations and will identify the schedule of deliverables. Typically, draft reports are due approximately six weeks after the initial site visit and final reports are due approximately two weeks after the draft reports. The Energy Commission's CAM will specify the number of required copies. Hardcopy and/or electronic copy on CD shall be requested. These copies are due to the CAM according to the Work Authorization schedule.

TASK 7 – PROGRAM AND ENERGY EFFICIENCY MARKETING

The Contractor shall provide program and energy efficiency marketing assistance to the Energy Commission. This task may include assisting in the development of marketing materials including, but not limited to case studies, energy efficiency program brochures and applications.

Deliverables and Due Dates

All work assignments will be made through specific Work Authorizations and will identify the schedule of deliverables. Typically, draft reports are due approximately six weeks after the initial site visit and final reports are due approximately two weeks after the draft reports. The Energy Commission's CAM will specify the number of required copies. Hardcopy and/or electronic copy on CD- shall be requested. These copies are due to the CAM according to the Work Authorization schedule.