

CONTRACT AMENDMENT REQUEST FORM (CARF)

CEC-276 (Revised 10/2015)

CALIFORNIA ENERGY COMMISSION



Original Agreement #	400-15-004	Amendment #	1
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Division	Agreement Manager:	MS-	Phone
400 Efficiency Division	Erik Jensen	26	916-654-4166

Contractor's Legal Name	Federal ID Number
Washington State Department of Commerce	91-0823820

Revisions: (check all that apply)		
<input type="checkbox"/> Term Extension	New End Date: / /	Include revised schedule and complete items A, B, C, D, & H below.
<input checked="" type="checkbox"/> Budget Augmentation	Amendment Amount: \$ -62,536	Include revised budget and complete items A, B, C, D, E, F, & H below.
<input type="checkbox"/> Budget Reallocation		Include revised budget and complete items A, B, C, D, & H below.
<input checked="" type="checkbox"/> Scope of Work Revision		Include revised scope of work and complete items A, B, C, D, & H below.
<input type="checkbox"/> Change in Project Location or Demonstration Site		Include revised scope of work and complete items A, B, C, D, G, & H below.
<input type="checkbox"/> DVBE Replacement		Include revised scope of work and complete items A, B, C, D, F, & H below.
<input type="checkbox"/> Novation/Name Change of Prime Contractor/Recipient		Include novation documentation and complete items A, C, D, & H below.
<input type="checkbox"/> Terms and Conditions Modification		Include applicable exhibits with bold/underline/strikeout and complete items A, B, C, D, & H below.

A) Business Meeting Information**Business Meeting approval is not required for the following types of Agreements:**

- Operational agreement (see CAM Manual for list) to be approved by Executive Director
- Minor amendments delegated to Executive Director per December 2013 Resolution

Proposed Business Meeting Date	9 / 14 / 2016	<input checked="" type="checkbox"/> Consent	<input type="checkbox"/> Discussion
Business Meeting Presenter	Erik Jensen	Time Needed: 5 minutes	

Please select one list serve. Efficiency

Agenda Item Subject and Description

Proposed resolution approving Amendment 1 to Contract RMB-400-15-004 with the State of Washington Department of Commerce. This amendment will change the reimbursement fee paid to the Energy Commission for participating in the Pacific Coast Collaborative (PCC) Mandatory Benchmarking and Disclosure Group from \$81,200 to \$18,664. This will allow Washington to increase the scope of work that the Institute for Market Transformation will conduct for the PCC, providing benchmarking expertise to PCC members, including supporting the Energy Commission in developing regulations for the new benchmarking program.

B) Amendment Justification (For contract amendments only)

- Non Competitive Bid (Attach CEC 96)
- Exempt Other Governmental Entity

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

Legal Company Name:	Budget	SB	MB	DVBE
	\$ 0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	\$ 0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	\$ 0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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

Legal Company Name:

E) Budget Information (only include amendment amount information)

Funding Source	Funding Year of Appropriation	Budget List No.	Amount
ERPA Reimbursement			\$-62,536
Funding Source			\$
Funding Source			\$
Funding Source			\$
R&D Program Area:	Select Program Area	TOTAL:	\$ 0
Explanation for "Other" selection			

CONTRACT AMENDMENT REQUEST FORM (CARF)



Reimbursement Contract #: RMB400-15-004 Federal Agreement #: F15-52117-001

F) Disabled Veteran Business Enterprise Program (DVBE)

1. Exempt (Interagency/Other Government Entity)

2. Meets DVBE Requirements DVBE Amount:\$ _____ DVBE %: _____
 Contractor is Certified DVBE
 Contractor is Subcontracting with a DVBE: Name of DVBE Company

3. Contractor selected through CMAS or MSA with no DVBE participation.

4. Requesting DVBE Exemption (attach CEC 95)

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 this agreement includes policy and document development.

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
 Initial Study Environmental Impact Report
 Negative Declaration Statement of Overriding Considerations
 Mitigated Negative Declaration

H) The following items should be attached to this ARF (as applicable)

1. Exhibit A, Scope of Work	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Attached
2. Exhibit B, Budget Detail	<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 95, DVBE Exemption Request	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Attached
5. CEQA Documentation	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Attached
6. Novation Documentation	<input type="checkbox"/> N/A	<input type="checkbox"/> Attached
7. CEC 105, Questionnaire for Identifying Conflicts		<input checked="" type="checkbox"/> Attached

Agreement Manager _____ Date _____ Office Manager _____ Date _____ Deputy Director _____ Date _____

Scope of Work & Budget

Project Management and Reporting

Abhi Wadhwa, Lead CEC Specialist, abhilasha.wadhwa@energy.ca.gov, (916)-653-0378

Erik Jensen, erik.jensen@energy.ca.gov, (916)-654-4166

Objective: Develop a robust Mandatory Benchmarking and Disclosure (MBD) policy with the Pacific Coast Collaborative states of Washington, Oregon and the province of British Columbia.

Task #	Task Title	Milestone Title	Milestone Description (Deliverable is underlined.)	Schedule	Deliver-able Fee (estimate)	Match (20% of Grant)	
1.1	Benchmarking Preparation	Workshop 1	Develop and conduct a half-day workshop for a future time-certain benchmarking program.	Q2 2015	\$4,000		
		Workshop 1 Analysis	Provide summary and analysis of stakeholder comments received from time-certain benchmarking workshop.	Q3 2015	\$2,000		
		Outreach and Education Plan	Provide document of outreach and education options varying by resource level.	Q4 2015	\$2,000		
		Workshop 2	Develop and conduct a half-day workshop on whole-building data access for benchmarking.	Q3 2015	\$4,000		
		Workshop 2 Analysis	Provide summary and analysis of stakeholder comments received from whole-building data access workshop.	Q3 2015	\$2,000		
1.2		Pacific Coast Collaborative Participation	Required Plans	Contribute to development of MBD Policy Plan (\$10K), Disclosure Policy Plan (\$10K), Implementation Plan (\$10K), and Benefits of Benchmarking Report (\$10K).	Q4 2015 through	\$10,000 per plan (\$40,000 total)	\$2,500 each plan (\$10,000 total)
			Contribute to development of benefits of benchmarking flyer.	Q1 2015	\$1,000		
			Contribute to development of model benchmarking and disclosure regulations.	Q2 2015	\$1,500		
	PCC Calls Coordination		Provide input for the development of jurisdictional benchmarking and public disclosure programs. <u>Provide review of CA-specific Institute of Market Transformation tasks. Document in- Provide quarterly reporting documenting reports. PCC coordinated efforts and matching funds activities.</u>	Q1 2015 through Q2 2018	\$1,000 per quarterly report (\$7,000 total) <u>\$2,396.91</u>		
2.0	Implementation		Data Alignment Assessment	Host and facilitate a benchmarking data alignment working group; provide summary notes.	Q3 2015 through Q1 2016		\$6,000 <u>\$6,240</u>
			Data Acquisition and Transfer System Selection	Deliver technical framework outline of, and diagrams documenting, suitability of selected data acquisition and transfer systems.	Q2 2016	\$17,700 <u>\$1,767</u>	\$10,300
TOTAL					\$81,200 <u>\$18,663.91</u>	\$26,300 <u>\$16,240</u>	

STATE OF CALIFORNIA

STATE ENERGY RESOURCES
CONSERVATION AND DEVELOPMENT COMMISSION

RESOLUTION - RE: STATE OF WASHINGTON DEPARTMENT OF COMMERCE

RESOLVED, that the State Energy Resources Conservation and Development Commission (Energy Commission) adopts the staff CEQA findings contained in the Agreement or Amendment Request Form (as applicable); and

RESOLVED, that the Energy Commission approves Amendment 1 to Contract Agreement RMB-400-15-004 with the State of Washington Department of Commerce. This amendment will change the reimbursement fee paid to the Energy Commission for participating in the Pacific Coast Collaborative (PCC) Mandatory Benchmarking and Disclosure Group from \$81,200 to \$18,664. This will allow Washington to increase the scope of work that the Institute for Market Transformation will conduct for the PCC, providing benchmarking expertise to PCC members, including supporting the Energy Commission in developing regulations for the new benchmarking program; and

FURTHER BE IT RESOLVED, that the Executive Director or his/her designee shall execute the same on behalf of the Energy Commission.

CERTIFICATION

The undersigned Secretariat to the Commission does hereby certify that the foregoing is a full, true, and correct copy of a Resolution duly and regularly adopted at a meeting of the California Energy Commission held on September 14, 2016.

AYE: [List of Commissioners]

NAY: [List of Commissioners]

ABSENT: [List of Commissioners]

ABSTAIN: [List of Commissioners]

Cody Goldthrite,
Secretariat