



# CONTRACT REQUEST FORM (CRF)

## A) New Agreement # 500-20-001 (to be completed by CGL office)

B) Division	Agreement Manager:	MS-	Phone
500 Renewable Energy Division	James Folkman	45	916-654-5116

C) Contractor's Legal Name	Federal ID Number
Geothermal Resources Council	94-2714326

D) Title of Project
2-year Sustaining Membership Renewal to the Geothermal Resources Council

## E) Term and Amount

Start Date	End Date	Amount
01/01/2021	12/31/2022	\$ 4,550

## F) Business Meeting Information

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

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

Proposed Business Meeting Date 11/10/2020  Consent  Discussion

Business Meeting Presenter \_\_\_\_\_ Time Needed: \_\_\_\_\_ minutes

Please select one list serve. Geothermal

### Agenda Item Subject and Description:

GEOHERMAL RESOURCES COUNCIL. Proposed resolution approving Agreement 500-20-001 with the Geothermal Resources Council for a \$4,550 contract for a 2-year Sustaining membership. The Sustaining membership includes up to twenty (20) representative memberships to the Geothermal Resources Council. (GRDA Program Funding) Contact: James Folkman. (Staff Presentation: Consent).

## 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 it is a membership to a professional organization only, and does not involve any activities that could impact the environment.

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

a)  Agreement **IS** exempt.

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:





**K) Contractor's Contact Information**

**1. Contractor's Administrator/Officer**

Name: Dana Groves  
Address: 1120 Route 73, Suite 200  
City, State, Zip: Mount Laurel, NJ 08054  
Phone: 856-642-4434  
E-Mail: [dgroves@geothermal.org](mailto:dgroves@geothermal.org)

**2. Contractor's Project Manager**

Name: Dana Groves  
Address: 1120 Route 73, Suite 200  
City, State, Zip: Mount Laurel, NJ 08054  
Phone: 856-642-4434  
E-Mail: [dgroves@geothermal.org](mailto:dgroves@geothermal.org)

**L) Selection Process Used**

- Solicitation Select Type Solicitation #: # of Bids: Low Bid  No  Yes
- Non Competitive Bid (*Attach DGS-GSPD-09-007 <https://www.dgs.ca.gov/PD/Forms> )*)
- Exempt Membership

**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?**

If yes, check appropriate box(es):  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:**



**CONTRACT REQUEST FORM (CRF)**

**P) Payment Method**

- 1.  Reimbursement in arrears based on:
  - Itemized Monthly  Itemized Quarterly  Flat Rate  One-time
- 2.  Advanced Payment
- 3.  Other, explain: Two payments. Each payment of \$2,275 will be made during FY 2020/2021 and 2021/2022.

**Q) Retention**

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

**R) Justification of Rates**

**S) Disabled Veteran Business Enterprise Program (DVBE)**

- 1.  Exempt (Interagency/Other Government Entity)
- 2.  Meets DVBE Requirements DVBE Amount:\$ DVBE %:
  - a.  Contractor is Certified DVBE
  - b.  Contractor is Subcontracting with a DVBE:
- 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 three years? If yes, why?
  - No  Yes

2-year membership to the Geothermal Resources Council to ensure continuous access to library and benefits.

**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. DGS-GSPD-09-007, NCB Request  N/A  Attached
- 4. CEC 95, DVBE Exemption Request  N/A  Attached
- 5. CEQA Documentation  N/A  Attached
- 6. Resumes  N/A  Attached
- 7. CEC 105, Questionnaire for Identifying Conflicts  Attached

\_\_\_\_\_  
**Agreement Manager**

\_\_\_\_\_  
**Date**



STATE OF CALIFORNIA

# CONTRACT REQUEST FORM (CRF)

CEC-94 (Revised 12/2019)

CALIFORNIA ENERGY COMMISSION

**Office Manager**

**Date**

\_\_\_\_\_  
**Deputy Director**

\_\_\_\_\_  
**Date**

# **EXHIBIT A**

## **Scope of Work**

### PURPOSE

The purpose of this Agreement is for the renewal of a two-year membership to the Geothermal Resources Council (GRC), a non-profit organization that serves as a national and international geothermal industry and educational association. The GRC is the primary geothermal industry organization for California geothermal researchers and developers. The Sustaining membership includes up to twenty (20) representative memberships to the GRC, which will be allocated to the Energy Commission staff by the Contract Manager. Membership provides for participation in GRC activities and workshops, free access to the GRC's extensive geothermal library, and copies of the GRC Bulletin for twenty (20) Energy Commission representatives. Membership will also provide opportunities for staff to network and coordinate with industry, U.S. Department of Energy, and other entities to gain current information about industry trends, research goals and needs, and resource development activities. Information gained from staff participation in the GRC activities will help inform and shape the staff's planning efforts and solicitations for geothermal projects.

Participation in the GRC will provide for greater recognition of the Energy Commission's involvement in geothermal planning, research, and development in California, and support dissemination of the data and products available from Energy Commission funded geothermal projects. GRC meetings, monthly publications, and related activities can be used to publicize Energy Commission programs, activities and solicitations.

STATE OF CALIFORNIA

STATE ENERGY RESOURCES  
CONSERVATION AND DEVELOPMENT COMMISSION

RESOLUTION - RE: GEOTHERMAL RESOURCES COUNCIL

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

**RESOLVED**, that the CEC approves Agreement 500-20-001 with the Geothermal Resources Council for a \$4,550 contract for a 2-year Sustaining membership. The Sustaining membership includes up to twenty (20) representative memberships to the Geothermal Resources Council; and

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

**CERTIFICATION**

The undersigned Secretariat to the CEC 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 CEC held on November 10, 2020.

AYE:

NAY:

ABSENT:

ABSTAIN:

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Cody Goldthrite  
Secretariat