

CALIFORNIA ENERGY COMMISSION

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**PON-14-304
Addendum 2
September 25, 2014**

**Bringing Energy Efficiency Solutions to California's
Industrial, Agriculture and Water Sectors**

The purpose of this addendum is to make the following revisions to PON-14-304:

Application Manual (Program Opportunity Notice)

Part I

1. Pages 7-8, Section E (Funding): Added "project partner" in-kind labor costs to the list of match funding sources.
2. Page 9, Section F (Key Activities and Dates):
 - Extended the deadline to submit Abstracts (Stage 1) to October 9, 2014
 - Extended the posting date for Stage 1 results to November 13, 2014
 - Extended the deadline to submit proposals (Stage 2) to January 9, 2015
3. Page 9, Section G (Pre-Application Workshop):
 - Added a footnote that clarifies that the deadline for written questions does not apply to non-technical questions or to questions that address an ambiguity, conflict, discrepancy, omission, or other error in the solicitation.
4. Page 11, Section H (Questions): Clarified that the deadline for written questions does not apply to non-technical questions or to questions that address an ambiguity, conflict, discrepancy, omission, or other error in the solicitation.

Part II

5. Page 12, Section 1 (Eligibility): Added language that excludes publicly-owned utilities from the solicitation, for consistency with CPUC Decision 12-05-037.

Part III

6. Page 15, Section A (Application Format, Page Limits, and Number of Copies):
 - Font: Excluded original headers, footers, and commitment/support letters from 11-point Arial font requirements.
 - Signatures: Clarified that only manual (i.e., not electronic) signatures are acceptable.
 - File Format: Clarified that file format requirements include MS Word version 1997-2003 or version 2007 or later (.doc or .docx format), and that excel spreadsheets and commitment/support letters are excluded from the MS Word requirements (commitment/support letters may be submitted in PDF format).
7. Page 17, Section C (Application Organization and Content): Specified which sections of the application require signature.

8. Pages 18-19, Section C (Application Organization and Content):
 - Item #5 (Project Team Form): Specified that individuals employed by any major subcontractor must be identified on the Project Team Form.
 - Item #8 (CEQA Compliance Form): Specified that the form must be completed and signed regardless of whether the proposed activities are considered a “project.”

Part IV

9. Page 25, Section E (Stage One: Abstract Screening), item #6: Specified that electronic signatures are not acceptable.
10. Page 27, Section F (Stage Two: Proposal Screening):
 - Item #2: Deleted “one.”
 - Item #6: Specified that electronic signatures are not acceptable.

Attachment 1, Application Form (Project Abstracts and Proposals)

11. Page 2, Funding section: Added “project partner” in-kind labor costs as a match funding source.
12. Page 3, California Environmental Quality Act (CEQA) Compliance section:
 - Clarified that the CEQA Compliance Form must be completed regardless of whether the answers to the questions in the section are “yes” or “no.”
 - Question 2: Clarified that if an applicant checks the “no” box, the CEQA Compliance Form should state why no CEQA documentation has been prepared.

Attachment 4 (Project Narrative Form)

13. Instructions: Revised the number of pages allowable to 20.
14. Item #1(f): Replaced test plan with measurement and verification plan. Deleted the requirement to identify the measurement and verification third party.
15. Item #2(c): Deleted the word “marketing” before plan.
16. Item #2(e): Added the marketing plan form requirement.

Attachment 5 (Project Team Form)

17. Clarified resume requirements for key personnel.

Attachment 7 (Budget Forms)

18. Tab B-3 Prime Labor Rate: Revised to read “if the Contractor is a University of California or a U.S. Department of Energy entity, the salary identified will be unloaded monthly.”
19. Tab B-4: Removed protection from the “This section is for Government Entities only” field.
20. Tab B-4b, B-4c: Corrected the headers.
21. Tab B-5: Added a formula for total Commission funds in the pre-approved travel detail.

Attachment 8 (CEQA Compliance Form)

22. Page 1: Stated that applicants must complete the form regardless of whether the proposed activities are considered a “project.”
23. Pages 2-3: Replaced “project” with “proposed activities.”

24. Page 4: Added language that clarifies that item #6 applies to any agency listed in item #4 that has prepared CEQA documents or indicated that it will do so.
25. Page 5: Added language clarifying that the “no” box must be checked if any agency listed in item #4 has indicated that it will prepare CEQA documents.

Attachment 9 (Reference and Work Product Form)

26. Highlighted the number of references required and added additional boxes to identify references, to prevent applicants from assuming that two references are sufficient.

Attachment 11 (Commitment and Support Letters)

27. Added “project partner” in-kind labor costs as a match funding source.

Attachment 13 (Abstract Project Summary Form)

28. Instructions: Specified that the eight page maximum does not apply to the information required in item #6.
29. Item #6: Added instructions for submitting the information required in item #6 and clarified that documentation of monitoring and verification activity must include at least six months of data.
30. Item #7: Added a requirement to identify the third party that will conduct independent measurement and verification of the technology.

Attachment 14 (References for Energy Electricity and GHG Emissions Calculations)

31. Page One:
 - Clarified that applicants are only required to use the tables in Section C (Greenhouse Gas Emissions) when estimating the proposed project’s energy and peak demand cost savings and greenhouse gas impacts, to the extent that the data apply to the proposed project.
 - Deleted the following language: “The tables characterize California’s residential and commercial electricity market in terms of consumption and peak demand for major end use categories and a statewide GHG emissions factor.”
32. Page Two: Updated the link to the Energy Commission’s California Commercial End Use Survey (CEUS) Report.
33. Page Three: Updated the information in the “Energy Costs” table.

Michael Poe
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