

**CONTRACT REQUEST FORM (CRF)**

CEC-94 (Revised 10/2015)

CALIFORNIA ENERGY COMMISSION

A) New Agreement 200-18-001 (To be completed by CGL Office)

200 Financial Services	Andrea Hoppe	18	916-651-0588
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National Association of State Energy Officials (NASEO)	52-1474553
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Annual Membership Dues and Meeting Fees - National Association of State Energy Officials
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10 / 01 / 2018	9 / 30 / 2019	\$ 23,608
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<input type="checkbox"/> Operational agreement (see CAM Manual for list) to be approved by Executive Director
<input type="checkbox"/> ARFVTP agreements \$75K and under delegated to Executive Director.
Proposed Business Meeting Date 07 / 11 / 2018 <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion
Business Meeting Presenter Time Needed: minutes

Please select one list serve. Select

**Agenda Item Subject and Description**

Proposed resolution approving Agreement 200-18-001 with National Association of State Energy Officials (NASEO) for a \$23,608 contract to formalize the California Energy Commission's membership. This one-year membership allows the Energy Commission staff to connect with key policy and decision makers; officials from other state and territorial energy offices, and affiliates from the private and public sectors. The membership also provides a forum for exchanging information, ideas and resources, and to learn about new funding and partnership opportunities.

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 agreement is for a membership.

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

Legal Company Name:	Budget	SB	MB	DVBE
	\$ 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"/>

Legal Company Name:

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**J) Budget Information**

Funding Source	Funding Year of Appropriation	Budget List No.	Amount
State - ERPA	18/19	100.022	\$23,608
Funding Source			\$
Funding Source			\$
Funding Source			\$
Funding Source			\$
R&D Program Area: Select Program Area			\$23,608
Explanation for "Other" selection			
Reimbursement Contract #:		Federal Agreement #:	

Name:	David Terry, Executive Director	Name:	Garth Otto
Address:	2107 Wilson Blvd., Suite 850	Address:	2107 Wilson Blvd., Suite 850
City, State, Zip:	Arlington, VA 22201	City, State, Zip:	Arlington, VA 22201
Phone:	703-299-8800	Fax:	703-299-6208
E-Mail:	dterry@naseo.org	E-Mail:	gotto@naseo.org

<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	(Attach CEC 96)						
<input checked="" type="checkbox"/> Exempt	Membership						

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

	<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

<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.

**Justification:**

NASEO is a nonprofit organization created to improve effectiveness and quality of state energy programs and policies and provide leadership on energy issues. It offers energy offices access to educational and technical assistance program.

<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 checked="" type="checkbox"/> C. Other, explain: Annual dues membership				

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



Date \_\_\_\_\_

## **EXHIBIT A**

### **Scope of Work**

#### **PURPOSE**

The purpose of this Agreement is to formalize the California Energy Commission's (Energy Commission) membership in the National Association of State Energy Officials (NASEO). This membership allows the Energy Commission staff to connect with key policy and decision makers; officials from other state and territorial energy offices; and affiliates from the private and public sectors. This membership provides a forum for exchanging information; ideas and resources; and to learn about new funding and partnership opportunities. Additionally, the membership provides an opportunity to guide regional, state and federal government officials toward an understanding of energy's pivotal role in the economy and environment and to inform them about specific energy priorities and concerns to California.

STATE OF CALIFORNIA

STATE ENERGY RESOURCES  
CONSERVATION AND DEVELOPMENT COMMISSION

RESOLUTION - RE: NATIONAL ASSOCIATION OF STATE ENERGY OFFICIALS

**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 Agreement 200-18-001 with the National Association of State Energy Officials (NASEO) for a \$23,608 contract to formalize the Energy Commission's membership. This one-year membership allows Energy Commission staff to connect with key policy and decision makers; officials from other state and territorial energy offices; and affiliates from the private and public sectors. The membership also provides a forum for exchanging information, ideas and resources, and to learn about new funding and partnership opportunities; 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 July 11, 2018.

AYE: [List of Commissioners]

NAY: [List of Commissioners]

ABSENT: [List of Commissioners]

ABSTAIN: [List of Commissioners]

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Cody Goldthrite,  
Secretariat