

CONTRACT REQUEST FORM (CRF)



A) New Agreement 150-18-005 (To be completed by CGL Office)

150 Office of the Executive Director	Michael Poe	18	916-654-4584
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Collaborative for High Performance Schools, Inc.	41-2031798
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Membership in the Collaborative for High Performance Schools

08 / 02 / 2018	06 / 30 / 2019	\$ 5,000
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- 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	08 / 01 / 2018	<input checked="" type="checkbox"/> Consent	<input type="checkbox"/> Discussion
Business Meeting Presenter	Michael Poe	Time Needed:	minutes

Please select one list serve. Select

Agenda Item Subject and Description

COLLABORATIVE FOR HIGH PERFORMANCE SCHOOLS, INC. Proposed resolution approving Agreement 150-18-005 with Collaborative for High Performance Schools, Inc. (CHPS) for a \$5,000 contract to formalize the California Energy Commission's (Energy Commission) membership. This one-year membership allows the Energy Commission a seat on the Board of Directors and allows the Energy Commission to have a voice in advocating energy efficiency practices that go beyond the Title 24 Standards. Continued membership is essential to ensure school energy efficiency concerns are adequately addressed.

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 Agreement is for a membership with the Collaborative for High Performance Schools, Inc.
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	

Legal Company Name:	Budget	SB	MB	DVBE
N/A	\$ 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	FY 18/19	100.022	\$5,000
Funding Source			\$
R&D Program Area: <input type="checkbox"/> Select Program Area			\$5,000
Explanation for "Other" selection			
Reimbursement Contract #:		Federal Agreement #:	

Name: Jennifer R. Blankenship	Name: Jennifer R. Blankenship
Address: 520 9th Street, Ste. 100	Address: 520 9th Street, Ste. 100
City, State, Zip: Sacramento, CA 95814	City, State, Zip: Sacramento, CA 95814
Phone: 415-957-9888 Fax: 916-668-6886	Phone: 415-957-9888 Fax: 916-668-6886
E-Mail: jblankenship@chps.net	E-Mail:

Solicitation Select Type Solicitation #: _____ - _____ # of Bids: _____ Low Bid? No Yes
 Non Competitive Bid (Attach CEC 96)
 Exempt Membership

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)

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

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:
 The cost for a one year membership is \$5,000.

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

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



R) Justification of Rates

1. Exempt (Interagency/Other Government Entity)
2. Meets DVBE Requirements DVBE Amount:\$ 0 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)

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 N/A
5. Will a final report be required? No Yes
6. Is the Agreement, with amendments, longer than a year? If yes, why? No Yes

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|---|------------------------------|--|
| 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 type="checkbox"/> Attached |
| 3. CEC 96, NCB Request | <input type="checkbox"/> N/A | <input type="checkbox"/> Attached |
| 4. CEC 95, DVBE Exemption Request | <input type="checkbox"/> N/A | <input checked="" type="checkbox"/> Attached |
| 5. CEQA Documentation | <input type="checkbox"/> N/A | <input type="checkbox"/> Attached |
| 6. Resumes | <input type="checkbox"/> N/A | <input type="checkbox"/> Attached |
| 7. CEC 105, Questionnaire for Identifying Conflicts | | <input checked="" type="checkbox"/> Attached |

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

EXHIBIT A

Scope of Work

PURPOSE

The purpose of this Agreement is to formalize the California Energy Commission's (Energy Commission) membership with the Collaborative for High Performance Schools, Inc. (CHPS). This membership allows the Energy Commission a seat on the Board of Directors and allows the Energy Commission to have a voice in advocating energy efficiency practices that go beyond the Title 24 Building Energy Efficiency Standards. Continued membership is essential to ensure school energy efficiency concerns are adequately addressed.

Founded in 1999 as a collaboration of California's major utilities to address energy efficiency in schools, CHPS. is a non-profit organization dedicated to making K-12 schools better places to learn. The program quickly expanded to address all aspects of school design, construction, operation, air quality and including energy efficiency. The Energy Commission is one of the founding members of the CHPS. organization and Commissioner McAllister is on the Board of Directors.

Since its founding, CHPS. has become the nationally recognized authority in energy efficient and sustainable school construction and moderation. Participants include the California Energy Commission, California Department of Education, Office of Public School Construction, Division of State Architect, California Department of Resources Recycling and Recovery, all major California utilities, architects, school districts, and manufacturers. CHPS believes in the collaborative approach for the development of all of its resources.

SCOPE OF WORK:

This agreement provides funding for a membership in CHPS. for one year. The annual fee provides the Energy Commission full membership in the CHPS. and a seat on the Board of Directors, which entails the following:

- Participation in the Board of Directors' activities;
- The opportunity to positively influence critical state funding programs and policies of regulatory agencies.
- A forum to collaborate with peers in the California schools community;
- CHPS. staff support for programs and projects; and
- Exercise means to coordinate the Energy Commission's work with other state and utility programs related to schools and ensure school energy efficiency concerns are adequately addressed.

STATE OF CALIFORNIA

STATE ENERGY RESOURCES
CONSERVATION AND DEVELOPMENT COMMISSION

RESOLUTION - RE: COLLABORATIVE FOR HIGH PERFORMANCE SCHOOLS, INC.

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 150-18-005 with Collaborative for High Performance Schools, Inc. (CHPS) for a \$5,000 contract to formalize the California Energy Commission's (Energy Commission) membership. This one-year membership allows the Energy Commission a seat on the Board of Directors and allows the Energy Commission to have a voice in advocating energy efficiency practices that go beyond the Title 24 Standards. Continued membership is essential to ensure school energy efficiency concerns are adequately addressed; 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 August 1, 2018.

AYE: [List of Commissioners]

NAY: [List of Commissioners]

ABSENT: [List of Commissioners]

ABSTAIN: [List of Commissioners]

Cody Goldthrite,
Secretariat