

CONTRACT REQUEST FORM (CRF)

CEC-94 (Revised 10/2015)

CALIFORNIA ENERGY COMMISSION

A) New Agreement 700-18-001 (To be completed by CGL Office)

700 Siting Transmission Environmental Protection	Hilarie Anderson	16	916-654-4048
Aspen Environmental Group		95-4337914	
Siting Peak Workload Contract			
10 / 1 / 2018	9 / 30 / 2021	\$ 950,000	

☐ 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	09 / 21 / 2018	<input type="checkbox"/> Consent	<input checked="" type="checkbox"/> Discussion
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Business Meeting Presenter	Angelique Juarez	Time Needed:	5 minutes
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Please select one list serve. Select

Agenda Item Subject and Description

ASPEN ENVIRONMENTAL GROUP. Proposed resolution approving Agreement 700-18-001 with the Aspen Environmental Group for a \$950,000 contract to assist in evaluating applications for energy facilities and transmission corridor designations, monitoring compliance for permitted facilities, reviewing petitions to amend or modify permitted facilities, greenhouse gases and global climate change and natural gas pipeline safety assessments; and supporting other activities in the areas of environmental impact assessment, engineering, and related regulatory matters. (EFLCF funding) Contact: Angelique Juarez (Staff presentation: 5 minutes).

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 contract is for consultant services for technical studies and training and the outcome will be reports and transfer of knowledge.

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

☐ Negative Declaration

☐ Mitigated Negative Declaration

☐ Environmental Impact Report

☐ Statement of Overriding Considerations

Legal Company Name:	Budget	SB	MB	DVBE
See Attachment 1 - Subcontractor List	\$ 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
EFLCF	2018-19	700.006A	\$350,000
EFLCF	2019-20	700.006A	\$300,000
EFLCF	2020-21	700.006A	\$300,000
Funding Source			\$
Funding Source			\$
R&D Program Area:	Select Program Area		\$950,000
Explanation for "Other" selection			
Reimbursement Contract #:		Federal Agreement #:	

Name:	Hamid Rastegar	Name:	Thomas Murphy
Address:	Aspen Environmental Group 5020 Chesebro Road, Suite 200	Address:	Aspen Environmental Group8 801 Folsom Blvd, Suite 290
City, State, Zip:	Agoura Hills, CA, 91301	City, State, Zip:	Sacramento, CA 95826
Phone:	818-597-3407	Fax:	- -
E-Mail:	hrastegar@aspenerg.com	E-Mail:	tmurphy@aspenerg.com

<input checked="" type="checkbox"/> Solicitation RFQ	Solicitation #:	RFQ-17-704	# of Bids:	1	Low Bid?	<input type="checkbox"/> No	<input type="checkbox"/> Yes
<input type="checkbox"/> Non Competitive Bid (Attach CEC 96)							
<input type="checkbox"/> Exempt Select Exemption (see instructions)							

<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 type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
If yes, check appropriate box:	<input checked="" type="checkbox"/> SB	<input type="checkbox"/> MB <input type="checkbox"/> DVBE

<input 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 checked="" 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 checked="" 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 checked="" type="checkbox"/> The Services are of such an:
<input checked="" type="checkbox"/> urgent
<input checked="" type="checkbox"/> temporary, or
<input checked="" type="checkbox"/> occasional nature
that the delay to implement under civil service would frustrate their very purpose.

Justification:

Services provided under this contract will be of a technical nature and will primarily be for highly specialized personnel not found in civil service. The Aspen Environmental Group, the proposed contractor, performs a variety of complex engineering and environmental services, as well as the ability, education, experience, expertise, knowledge, skills, and stakeholder relationships to provide the highly specialized environmental and engineering services described in the Siting Peak Workload Contract. For example, there are not civil servants in the areas of: glint and glare, geomorphology, site security, or complex terrain and diesel exhaust plume modeling. The Aspen Environmental Group and its team of subcontractors have the expertise required to perform the aforementioned services. The Aspen Team experts will also be utilized to train and transfer knowledge to in-house staff. This contract may also be utilized to secure qualified personnel to perform temporary, occasional, or urgent work when qualified civil servants are not available or when Energy Commission civil servants have full workloads and cannot take on an additional assignment. Power plant licensing work is time sensitive and work can be urgent in order for the Energy Commission to comply with statutory deadlines. Other work, such as power plant Siting and Compliance support, will also be needed occasionally as need arises when program workload peaks and a critical need arises that cannot be filled by civil

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service employees. To hire civil service employees to perform this work would be impractical because it is not long-term and by the time hiring is completed the need would have passed. For these reasons, the services proposed under this contract are of such an occasional, temporary, and urgent nature that the delay to implement them under civil service would frustrate their very purpose.

- ☒ 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

The CAM performed a survey of companies performing similar work for the U.S. General Services Administration in California. The CAM aggregated the data and utilized the information to negotiate hourly rates with the bidder.

1. ☐ Exempt (Interagency/Other Government Entity)
2. ☒ Meets DVBE Requirements DVBE Amount:\$ 0 DVBE %: 7
- ☐ Contractor is Certified DVBE
- ☒ Contractor is Subcontracting with a DVBE: Blackhawk Environmental, Inc., Granite Data Solutions.
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 ☐ Other
5. Will a final report be required? ☐ No ☒ Yes
6. Is the Agreement, with amendments, longer than a year? If yes, why? ☐ No ☒ Yes
- The contract term will be thirty-six months to provide continuity in technical contract staff analysis.

- | | | |
|-----------------------------------------------------|-----------------------------------------|----------------------------------------------|
| 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. Resumes | <input type="checkbox"/> N/A | <input checked="" type="checkbox"/> Attached |
| 7. CEC 105, Questionnaire for Identifying Conflicts | | <input checked="" type="checkbox"/> Attached |

Agreement Manager

Date

Office Manager

Date

Deputy Director

Date

AGREEMENT 700-18-001

Subcontractors

Business Name

- Applied EarthWorks, Inc.
- Arellano Associates, LLC
- ASM Affiliates
- Black Eagle Consulting, Inc.
- Blackhawk Environmental, Inc.
- Conservation Biology Institute
- Board of Regents of the Nevada System of Higher Education on behalf of the Desert Research Institute
- Dick Anderson Biological Consulting
- Dudek
- EDM Services, Inc.
- Fehr & Peers
- Geotechnical Consultants, Inc.
- Granite Financial Solutions, Inc.
- Gregor Cailliet
- Horizon Water and Environment, LLC
- HydroFocus, Inc.
- Interpreting Services International, Inc.
- Kessler and Associates, LLC
- MRS Environmental Inc.
- Michael Clayton & Associates
- Navigant Consulting, Inc.
- Pacific Legacy, Inc.
- Peter Raimondi
- Phaseline LLC
- Ricondo & Associates, Inc.
- Rod Walker & Associates Consultancy Inc.
- Alvin J. Greenberg, Ph.D. dba Risk Science Associates
- South Coast Wildlands Project
- Spectrus, LLC
- William Kanemoto & Associates
- Wind River Environmental Group LLC
- WJV Acoustics, Inc.

Exhibit A

SCOPE OF WORK

TASK LIST

Task #	Task Name
1	Contract Management and Administrative Duties
2	Document Production
3	Data Adequacy Assessment (Applies to AFC/TCD Only)
4	Discovery (Applies to AFC/SPPE/Amendment/TCD)
5	Analysis (Applies to AFC/SPPE/Amendment/TCD)
6	Hearings/Decisions (Applies to AFC/Amendment/TCD)
7	Siting Project Management (Applies to AFC/SPPE/TCD)
8	Compliance Project Management, Compliance Monitoring, Analysis Of Amendments, Environmental Monitoring Coordination, DCBO Performance Evaluation And Auditing Services, And Incident Investigations
9	Preparing Transmission Corridor Designation Applications
10	Laws, Ordinances, Regulations and Standards Assistance
11	Greenhouse Gases and Global Climate Change Assessment
12	Natural Gas Pipeline Safety Assessment
13	Technical Training

ACRONYMS/GLOSSARY

Specific acronyms and terms used throughout this scope of work are defined as follows:

Acronym	Definition
AFC	Application for Certification
CAM	Commission Agreement Manager
CBSC or CBC	California Building Standards Code
CEQA	California Environmental Quality Act
DCBO	Delegate Chief Building Official
DEIR	Draft EIR
DVBE	Disabled Veterans Business Enterprise
EIR	Environmental Impact Report;
FEIR	Final EIR
GHG	Greenhouse Gas
GIS	Geographic Information Systems
IT	Information Technology
ITSB	Energy Commission's Information Technology Services Branch
LORS	Laws, Ordinances, Regulations, and Standards
MW	Megawatt
NEPA	National Environmental Policy Act
PHC	Pre-hearing Conference
PSA	Preliminary Staff Assessment
SPPEs	Small Power Plant Exemptions
SWRCB	State Water Resources Control Board
TCD	Transmission Corridor Designation

BACKGROUND/PROBLEM STATEMENT

The California Energy Commission is responsible for permitting thermal power plants, 50 megawatts (MWs) or larger. Applicants interested in constructing and operating a thermal power plant of 50 MWs or more and any appurtenant facilities (such as, electrical transmission lines and natural gas pipelines) in California must file an application for certification (AFC) with the Energy Commission.

The Energy Commission conducts a comprehensive review of AFCs pursuant to its certified regulatory program that satisfies the requirements of the California Environmental Quality Act (CEQA). If a project receives certification, the Energy Commission monitors the project for compliance with the conditions of certification during the life of the project, including during pre-construction, construction, operation and decommissioning. The Energy Commission is responsible for interpretation and enforcement of the California Building Standards Code (CBSC or CBC) as it applies to

power plants. The Energy Commission may delegate its authority to a Delegate Chief Building Official (DCBO). The DCBO performs its plan review and construction inspection duties in accordance with the CBSC and the Energy Commission Decision for the facility. The Energy Commission also prepares technical analysis to inform decision makers regarding petitions to amend or modify project certifications.

The Energy Commission is responsible for designating corridor routes for future transmission lines. The purpose of designating transmission corridor routes is to better link the transmission planning and permitting processes. A transmission corridor can be proposed for designation by the Energy Commission itself or by any person or entity planning to build an electric transmission line in the state. For all transmission corridors proposed for designation in the state, the Energy Commission is the lead agency responsible for preparing an environmental assessment under CEQA. In addition, a corridor proposed for designation must be consistent with the State's needs and objectives as identified in the latest Strategic Transmission Investment Plan adopted by the Energy Commission.

Purpose of this Contract

The purpose of this contract is to assist Energy Commission staff in evaluating applications for energy facilities and transmission corridor designations, monitoring compliance for permitted facilities, reviewing petitions to amend or modify permitted facilities, and supporting other activities in the areas of environmental impact assessment, engineering, and related regulatory matters.

. The prime contractor will be responsible for all contract administrative duties, analysis, project management, report preparation, quality assurance, graphics support services, directing team members in all contract provisions, and participating in technical work assignments.

AGREEMENT.

Retainer Contract

This contract will be a no-fee "retainer" contract. The Contractor will be held on retainer and will be assigned work via work authorizations. Work authorizations will be assigned by expertise, or project workload. The Energy Commission makes no guarantee that any or all of the funds will be assigned in any given year.

Work Authorizations

This is a "Work Authorization" Agreement and no work shall be undertaken unless authorized by the Energy Commission through a specific written document called a "Work Authorization". The Contract Manager will prepare and issue the written work authorizations that define the scope of work, the schedule of deliverables and the project budget. The amount of Contractor assistance required for each project will vary depending on the availability of Energy Commission staff with expertise in specific areas and the sensitivity of issues associated with the project. Final assignment of tasks and maximum payment on individual projects will be described in work authorizations signed by the Contractor and Energy Commission's Contract Manager.

To ensure the timeliness and success of all work performed under this Agreement, the Contract Manager will work closely with the Contractor to administer the Agreement, and a staff person will be assigned as a Work Authorization Manager to direct and review the work of assigned contractors on individual work assignments throughout all phases of the Agreement. The Energy Commission staff will review all products and deliverables to ensure quality, consistency and compliance with Energy Commission policies.

All Work Authorization must be reviewed by the Energy Commission's Information Technology Services Branch (ITSB) to determine if any information technology (IT) activities or acquisitions are included in the Work Authorization. If it is determined the Work Authorization includes IT activities or acquisitions the Energy Commission's Chief Information Officer or designee must approve the Work Authorization before the Work Authorization can be executed. Activities under the Agreement may include, but may not be limited to using GIS software to produce maps.

No Work Guarantee

All members of the Contractor team, including employees of the Contractor, are eligible to perform and may be assigned technical work. However, there is no guarantee that work will be required in all areas, or that every person or firm listed in this Agreement will receive work during the Agreement period. Additional people or firms may be added during the course of this Agreement, if necessary, upon approval by the Energy Commission staff.

Workshops & Hearings

All workshops and hearings are sponsored, organized, and facilitated by the Energy Commission. The Energy Commission is responsible for any costs associated with securing the location for a workshop or hearing. Contractor will provide labor only.

Work Performance

The Energy Commission cannot accurately predict far into the future when work will be required under this Agreement. The need to supplement staff resources with the Contractor's services will vary in response to submittals by applicants of energy facilities, possible Energy Commission decisions to designate a transmission corridor on its own motion, or a directive from the Governor's Office to carry out siting-related or designation-related activities. Further, once the need for work is initiated, the work may need to proceed at a quick pace to meet the required analytical and procedural deadlines. Accordingly, the Contractor will need to be able to respond to the Energy Commission's requests for technical support on a timely basis.

Contractor shall respond to requests for work in accordance with the following pattern:

- The CAM shall provide at least two (2) weeks' notice that a significant work effort will be required and the Contractor will need to assemble an effective and trained team during that period.
- The Contractor shall provide individual experts to handle specific issues with only two (2) working days' notice.

- The Contractor shall return telephone calls and e-mails from the CAM and provide an initial response within four (4) hours.
- The Contractor and all team members shall meet the agreed upon product deadlines on the day they are due.
- The Contractor and all team members shall meet the agreed upon event deadlines on the day, hour, and location needed.
- The Contractor shall provide quality assurance on its draft products before delivery to the Energy Commission's Work Authorization Manager.

Contractor Activities

In carrying out the Tasks under this Agreement, the Contractor shall perform the following types of activities (bulleted below). These activities are the general types of work the Contractor will perform in order to accomplish the Tasks listed in this Agreement. These are not stand-alone activities but are the types of work required to perform Tasks 1-13 below. All work requested via work authorization will fit within one or more of the 13 Tasks.

- Perform California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) analysis.
- Perform environmental and engineering analysis.
- Develop mitigation for significant effects on the environment and recommendations regarding environmental and engineering issues.
- Prepare written testimony and present oral testimony.
- Write, edit and/or publish technical reports.
- Review and comment on technical reports.
- Identify, review and evaluate data. Develop information requests for data from sources outside of the Energy Commission, such as project applicants, agencies, or other sources with information relevant to permitting electricity infrastructure.
- Conduct literature searches and review existing studies.
- Attend, participate in, facilitate, organize and/or present at meetings, workshops and hearings.
- Conduct surveys and field assessments to collect and analyze information on energy and environmental resources, land use patterns, existing energy facilities, engineering suitability of specific sites for electricity generation and transmission facilities, and related environmental and engineering matters.
- Conduct environmental, engineering, and economic feasibility studies
- Prepare maps and conduct/complete Geographic Information Systems (GIS) analysis
- Monitor and analyze project compliance with conditions of certification (may require site visit verification).
- Investigate incidents and non-compliance with conditions of certification and applicable laws, ordinances, regulations, and standards (LORS). Prepare investigation reports and other supporting documentation.
- Evaluate the effects of existing or proposed LORS of local, state or federal agencies on the permitting and operation of power plants and transmission lines or the designation of transmission corridors.

- Consult with agencies in determining the applicability of their laws and regulations to power plant licensing or transmission corridor designation applications, and in planning for the permitting and development of energy resources and related transmission line infrastructure.
- Evaluate applications for energy facilities for compliance with applicable local, state, and federal LORS.
- Prepare conditions of certification to ensure compliance with applicable local, state, and federal LORS.
- Use complex analytical models and decision support tools related to environmental and engineering matters, including developing high quality model inputs and assumptions.
- Compare the potential environmental impacts, engineering feasibility, potential costs and electricity system impacts of different electric generation technologies or equipment, or transmission project types and configurations, generally or in specific environmental settings.
- Answer Energy Commission staff's, Commissioners', Commissioner Advisors', intervenors' and public participants' technical questions about environmental, engineering, and regulatory issues associated with power plants and related facilities, and transmission line corridors.
- Provide the Energy Commission with engineering oversight for the DCBOs responsible for project code compliance during construction and maintenance activities. Review specific DCBO issues, support DCBO performance audits, and develop DCBO-related guidance documents.
- Perform the observation and inspection of construction components to verify that the as-constructed facilities are consistent with the approved construction documents.

Specific Tasks

The Contractor will be required to perform management functions; to complete a series of specific tasks in analyzing Applications for Certification (AFC), Petitions to Amend (or modify) Energy Commission Decisions (Amendments); Small Power Plant Exemptions (SPPEs), and Transmission Corridor Designation (TCD) applications; project monitoring and compliance; and other technical support services.

Upon issuance of a work authorization, Contractor shall:

Management and Administration

(Task 1)

The Contractor will be required to perform the following management task.

Task 1 – Contract Management and Administrative Duties

The Contractor will be required to perform contract management and administrative duties to manage the Agreement.

The Contractor shall:

- After approval of potential work tasks by the Energy Commission Siting,

Transmission, and Environmental Protection Division management, prepare information for work authorization development for the Energy Commission Work Authorization Manager, including proposed task language, schedule of deliverables, and work authorization budget.

- Attend Energy Commission meetings in person or via WebEx to discuss progress and other meetings as directed by Energy Commission staff.
- Prepare and execute agreements with subcontractors that convey all provisions contained in the Agreement and specific work authorizations between the Energy Commission and the Contractor.
- Enforce subcontract provisions, and in the event of failure of the subcontractor to perform satisfactorily, recommend actions to resolve the problem.
- Require subcontractors to provide invoices which correctly identify personnel, rates, actual hours, and direct expenses charged to each task of each work authorization and which provide adequate documentation to justify expenses, including electronic copies of completed deliverables. Maintain electronic record of invoices and invoice documentation, including completed deliverables. For work assignments spanning a lengthy period, the work authorization may be structured to allow billing for completed interim deliverables. Subcontractor invoices will be reviewed by the Contractor and the Energy Commission Work Authorization Manager, technical lead, or CAM for accuracy and completeness.
- Provide monthly progress reports by the tenth of each month to the CAM on the Contractor's and subcontractors' progress for work assignments, including a summary of contract expenditures to date.
- Submit monthly invoices by the tenth of each month to the Energy Commission's Accounting Office with a copy to the CAM. Invoices shall indicate the labor costs, operating expenses, fees and Disabled Veterans Business Enterprise (DVBE) amounts. Invoices shall coincide with the monthly progress report timeframe. Invoices will not list work authorizations not issued at the time of invoice preparation.
- Pay subcontractors for satisfactory products within five working days after payment is received from the Energy Commission.
- Develop and maintain a secure website to share contract-related information with Energy Commission staff and to track the status of all work authorizations.
- For each fiscal year, prepare a Final Report on the work accomplished during that fiscal year and a brief (200 words or less) abstract.

Incidental Services

(Task 2)

In addition to Management and Administration duties (Task 1), the Contractor shall provide incidental services to support the environmental and engineering related work of Energy Commission staff and consultant technical specialists.

Task 2 – Document Production

The Energy Commission may need to seek prior approval from the Office of State Publishing for any printing type work.

The Contractor shall:

- Produce graphics to support Energy Commission documents and analysis, including GIS maps, and photographic and artistic renderings as directed by Energy Commission staff.
- Write, edit and synthesize technical documents based on technical information from one or more sources to ensure the technical accuracy, correct grammar, style and clarity of Energy Commission documents. Ensure that the written products of staff and the Contractor's technical specialists clearly convey their intended message to the public and all stakeholders.
- Format and prepare electronic documents for high quality printing and/or binding as directed by Energy Commission staff.

Power Plant Siting and Transmission Corridor Designation

(Tasks 3 – 9)

The Contractor will be required to perform the following tasks to support the Power Plant Siting, Compliance, and Transmission Corridor Designation programs. The specific tasks and degree of effort the Contractor performs for each project may vary. Work authorizations for specific applications (AFC, SPPE, Amendments, and TCD) will detail the location of the proposed project and technical area for Contractor's work. Specific due dates for Contractor's work will be set pursuant to the project schedule ordered by the Energy Commission Committee for the project application.

Energy Commission staff may direct the Contractor to review TCD applications from applicants or utilities, and/or staff-proposed TCD applications. For a TCD application the Contractor has helped staff to prepare, the Contractor may be directed to represent staff in the TCD proceeding.

Task 3 – Data Adequacy Assessment (Applies to AFC/TCD Only)

The Energy Commission must determine if applications for certification and corridor designations contain the substance of information set forth in Title 20 of the California Code of Regulations. For AFCs, this information is specified in section 1704 and Appendix B, Informational Requirements for an Application. For TCDs, the information requirements are specified in section 2321 and Appendix A, Information Requirements for a Corridor Designation Application. Under section 1709 for an AFC and section 2323 for a TCD application, the Energy Commission staff must make a data adequacy recommendation to the full Commission within 30 days of the filing of the application, and the Energy Commission must act on the recommendation at a public meeting within 45 days of the filing. If the Energy Commission finds that the application is incomplete, it must provide the applicant a written list of deficiencies that must be addressed in a supplemental filing by the applicant, should the applicant choose to continue. The Energy Commission must make any subsequent data adequacy determinations within 30 days of receipt of the supplemental filing.

The Contractor shall:

- Compare the contents of the application with the information requirements.

- Prepare data adequacy worksheets, including identifying any deficiencies.
- If necessary, meet with the applicant in a pre-acceptance workshop and explain the deficiencies and expected information.
- If necessary, assist the Energy Commission's Siting, Transmission and Environmental Protection Division management in forming a data adequacy recommendation.
- If necessary, participate in a data adequacy hearing. The hearing will be held within 45 days after filing.
- The schedule for activities and products varies between AFCs and TCDs. The typical schedule for activities and products during a 12-month AFC or TCD data adequacy review is as follows:

Event	Calendar Day	Product
Document Received	-0-	Application
Pre-acceptance Workshop if needed	15	Workshop
Staff Data Adequacy Recommendations to Project Manager (PM)	20	Data Adequacy Worksheets
Data Adequacy Briefing with Division Management	25	Meeting
Data Adequacy Recommendations to Executive Office	28	Meeting
Executive Office Data Adequacy Recommendation	30	Recommendation to Energy Commission
Business Meeting on Data Adequacy	45	Business Meeting Order

Note: All days are based upon the date of filing.

Task 4 – Discovery (Applies To AFC/SPPE/Amendment/TCD)

During the discovery phase of the project, the Contractor will collect all information necessary to evaluate the project and prepare the analysis in the next task.

The Contractor shall:

- Review the application and other materials and coordinate with appropriate local, state, and federal agencies to determine the significant issues of the project for each technical area and the applicable LORS.
- Prepare data requests and attend publicly noticed workshops to discuss either the requests or the applicant's responses, if additional information is needed from the applicant.
- Participate in site visits, necessary field surveys/studies and informational hearings.

The schedule for activities and products varies between AFCs, SPPEs, Amendments, and TCDs. The typical schedule during the 12-month AFC or TCD discovery phase is as follows:

Event	Calendar Day	Product
Written Data Requests to PM	15	Data Requests
Data Requests to Applicant	25	Letter
Site Visit/Informational Hearing	30-45	Field Trip
Data Request Workshop	35	Workshop
Responses Filed	55	Responses
Data Response Workshop	65-75	Workshop
Second Data Requests to PM (if needed)	70	Data Requests
Second Data Requests to Applicant (if needed)	80	Letter
Second Data Request Workshop (if needed)	85	Workshop
Second Set of Responses Filed (if needed)	100-110	Responses
Second Data Response Workshop (if needed)	115-120	Workshop

Note: All days are based upon the date of data adequacy of an application. Actual schedules may vary based upon the Committee Orders, issues in the case, and type of process.

Task 5 – Analysis (Applies To AFC/SPPE/Amendment/TCD)

This task requires the Contractor to prepare a written evaluation of the project for each technical area assigned.

The Contractor shall:

- Identify all federal, state and local LORS, policies or plans that apply to the project.
- Describe the existing conditions at or near the project.
- Assess the direct, indirect and cumulative impacts of the proposed project.
- Evaluate the project's ability to comply with applicable LORS.
- Evaluate applicant's proposed measures to eliminate or reduce significant impacts or comply with applicable LORS.
- Recommend additional mitigation/compliance measures if necessary.
- Evaluate the environmental impacts and comparative merits of any feasible alternatives to the project.
- Recommend specific conditions of certification and methods for verifying that conditions have been met.

Analyses will be based upon Contractor's review of the application, communication with appropriate federal, state and local agencies, attendance at informational hearings and workshops, consideration of various parties' comments and concerns, public input, participation in site visits and necessary field studies, review of available information, and independent analyses.

The Energy Commission will specify the analysis format of the draft and final analyses. The Contractor will be expected to give consideration to various parties' comments and concerns, respond to any comments from Energy Commission staff and incorporate changes into the draft or final analyses that do not compromise the Contractor's professional expert analysis. Workshops may be conducted to discuss the results of the analysis and proposed recommendations (including recommended conditions of certification) with the applicant, intervenors, interested agencies, and the public.

The schedule for activities and products varies among AFCs, SPPEs, Amendments, and TCDs. The typical schedule during the 12-month AFC or TCD analysis phase is as follows:

Event	Calendar Day	Product
Sections of Preliminary Staff Assessment (PSA) or Draft EIR (DEIR) with no Data Requests	70	PSA or DEIR Section
PSA or DEIR Sections for Areas with only one set of Data Requests	105	PSA or DEIR Sections
All Remaining PSA or DEIR Sections	141	PSA or DEIR Sections
PSA or DEIR Filed	150-165	PSA or DEIR
PSA or DEIR Workshops	165-180	Workshops
FSA or Final EIR (FEIR) Filed	200-220	FSA or FEIR (Testimony)

Note: All days are based upon the date of acceptance. Actual schedules may vary based upon the Committee Orders, issues in the case, and type of process.

The staff assessment for an SPPE consists of an initial study and separate analysis of power plant efficiency; no LORS analysis is required as is necessary for an AFC. Typically a draft initial study is prepared and submitted for public review and comment, followed by a final initial study. The entire process from application to Commission Decision is only 135 days long.

Task 6 – Hearings/Decisions (Applies to AFC/SPPE /Amendment/ TCD)

The Contractor will be required to write expert witness testimony (e.g., Final Staff Assessment and Supplemental Testimony) and present it at evidentiary hearings. The testimony will be based on the initial analysis and any subsequent analysis necessary to respond to comments or a specific issue or Committee request.

The Contractor shall:

- Prior to evidentiary hearings, participate as needed in pre-hearing conferences to determine areas of disagreement between the parties (staff, applicant, or intervenors) for discussion at the evidentiary hearings.

- Prior to evidentiary hearings, prepare rebuttal testimony as necessary and participate in witness preparation with the Energy Commission's legal counsel assigned to the project.
- During evidentiary hearings, the Contractor shall present expert testimony, answer questions of the Commissioners and legal counsel, and respond to cross-examination.
- Following evidentiary hearings, the Contractor will work with legal counsel to prepare opening and reply briefs, as necessary.
- Following evidentiary hearings, the Committee will prepare the proposed decision. The Contractor shall review the proposed decision in the appropriate subject areas and comment on facts, conclusions and recommendations from staff's perspective.
- If necessary, the Contractor will appear at hearings on the proposed and final decisions to present staff's position.

The schedule for hearings and decisions varies among AFCs, SPPEs, Amendments, and TCDs. The typical schedule during the 12-month AFC or TCD hearings/decisions phase is as follows:

Event	Calendar Day	Product
Pre-hearing Conference (PHC) Statements Filed	230	PHC Statements
Pre-hearing Conference	235	PHC
Evidentiary Hearings	235-245	Hearing
Committee Issues Proposed Decision	305	Review Presiding Member's Proposed Decision
Committee Hearing on Proposed Decision	330	Hearing
Staff Comments on Proposed Decision	335	Comments
Hearing on Decision	365	Hearing

Hearings on SPPEs and AFC amendments are similar to those above. Note that all Calendar Day listings are approximate.

Task 7 – Siting Project Management (Applies to AFC/SPPE/TCD)

The Contractor will be required to provide project management services to support processing AFCs, SPPEs, and TCDs.

The Contractor shall:

- Plan and organize the work of an interdisciplinary team (Energy Commission and Contractor staff) engaged in the review of complex or controversial energy facility siting applications.
- Prepare project-related correspondence and notices.

- Prepare Executive Summary, Introduction, and Project Description sections of staff's assessments.
- Critically review and propose edits on technical staff's analyses and legal briefs.
- Compile and publish Staff Assessments, Initial Studies/Negative Declarations, and Environmental Impact Reports.
- Organize and conduct workshops and meetings between the staff, energy facility applicants, intervenors, governmental agencies, private organizations, and the public to discuss environmental issues and other siting concerns.
- Represent the Commission staff at Energy Commission business meetings by making presentations, including data adequacy recommendations and siting project presentations, and at Committee status conferences by answering general questions from the Commissioners.
- Provide expert witness testimony in evidentiary hearings on the executive summary and project description.

Task 8 – Compliance Project Management, Compliance Monitoring, Analysis of Amendments, Environmental Monitoring Coordination, DCBO Performance Evaluation and Auditing Services, And Incident Investigations

The Contractor will be required to provide technical and project management support to the Power Plant Compliance Program. This will include compliance monitoring, Delegate Chief Building Official (DCBO) performance evaluation and auditing, incident investigations, and the analysis of proposed Amendments to Energy Commission Decisions, as detailed below.

The Contractor shall:

- Coordinate with technical staff, power plant owners/operators and relevant state and local agencies to monitor the project's conformance with applicable laws, ordinances, regulations and standards, and compliance with conditions of certification included in the Energy Commission's Decision. If compliance-related issues are identified, the Contractor will be required to provide written analyses and recommendations to resolve them.
- Coordinate with power plant owners/operators, relevant agencies, and technical staff to conduct site investigations and inspections. Review periodic compliance reports filed during the construction, operation, and closure phases of a project and conduct site visits to assess whether the project is in compliance. If compliance-related issues are identified, the Contractor will be required to provide written analyses and recommendations to resolve them.
- Review and analyze proposed project amendments, which a project owner/operator may file after a project has been approved by the Energy Commission. Amendments may include changes to conditions of certification affecting the construction or operation of a project, or involve changes to the

design, location or operation of project equipment. In conducting the analysis, the Contractor will need to evaluate, in consultation with Energy Commission staff, whether the proposed amendment will result in significant unmitigated environmental impacts or conflict with applicable LORS.

- Coordinate the work of technical specialists preparing written staff analyses, including findings and appropriate recommendations.
- Present staff analysis and testimony at workshops and public hearings and respond to questions and cross examination.
- Provide the Energy Commission with engineering oversight for the DCBOs responsible for project code compliance during construction and maintenance activities. Review specific DCBO issues, support DCBO performance audits, and develop DCBO-related guidance documents.
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- Coordinate or assist staff with the coordination of power plant-related incident investigations involving failures of design, equipment, materials, processes, or procedures in which the Energy Commission has an interest. Investigations will often include a “root cause” analysis that investigates and documents the human and causal factors, failure modes and resulting effects. Investigation activities include conducting interviews of personnel with knowledge of the incident, physical data analysis, review of the facility’s applicable personnel safety plans and procedures, and a review of applicable LORS.
- Provide an Environmental Coordinator during power plant site mobilization and construction activities to ensure that the project owner’s environmental monitors (e.g., Designated Biologist(s), Biological Monitors, Cultural Resources Specialist(s), Cultural Resources Monitors, Paleontological Resource Specialists, etc.) are provided advance notification of required monitoring activities (as specified in the conditions of certification), and are present during these activities.

Task 9 – Preparing Transmission Corridor Designation Applications

The Energy Commission may, under its own motion, propose the designation of a transmission line corridor. In that event, the staff will file an application to designate the proposed transmission line corridor. The Contractor may be directed to assist staff in preparing one or more applications to designate transmission corridors in support of one or more Energy Commission motions. When directed by staff to assist in preparing an application, the Contractor shall ensure the satisfaction of all informational requirements under Title 20, California Code of Regulations, section 2321 and Appendix A, Information Requirements for a Corridor Designation Application for each technical section assigned by the staff.

The Contractor shall assist staff with the following:

- Prepare a description of the proposed transmission corridor, its location, the region in which it is proposed to be located, and the transmission facilities anticipated to be within the corridor.
- Prepare a description of planning time frame, objectives and conformance of the proposed corridor with the State's needs and objectives as set forth in the latest adopted Strategic Transmission Investment Plan.
- Prepare a description of a reasonable range of alternative corridors that could meet the basic objectives of the proposed corridor.
- Prepare an environmental assessment of the proposed corridor, including a reasonable range of alternatives and feasible ways to mitigate or avoid foreseeable significant environmental impacts.
- Prepare a description of new generation, energy efficiency and demand reduction measures that are likely to be available during the planning timeframe of the proposed corridor.
- Coordinate with federal, state and local agencies to assure conformance of the corridor with existing laws, ordinances and regulations, existing land use patterns, and growth management plans and policies.
- Assist staff in preparing the transmission line corridor application and supporting appendices.
- Prepare written responses to information requests from parties to the Commission's corridor designation proceeding.
- Participate in public workshops to present aspects of the application and answer questions.
- Prepare and present written testimony, based on the application, at hearings held by the Commission Committee.

Environmental Services and Engineering Tasks

(Tasks 10 – 12)

The Contractor shall support staff in the continuous updating of the Energy Commission's policies and knowledge base regarding power plant siting and compliance and transmission line corridor designation. This work includes identifying and reviewing laws, ordinances, regulations and standards (LORS), providing technical assistance regarding greenhouse gases, climate change, gas transmission pipeline safety, and providing training on environmental and engineering topics.

Task 10 – Laws, Ordinances, Regulations and Standards Assistance

The Contractor shall:

- Identify and review LORS that apply to electricity infrastructure projects subject to the Energy Commission's power plant certification and transmission corridor designation authority. Applicable LORS are those that apply to the location, design, construction or operation of a proposed facility for certification or designation by the Energy Commission.
- Summarize applicable LORS and compile a compendium for each technical area analyzed in an AFC or TCD application. Update the compendium for each technical area as LORS change.
- Conduct analysis and gather evidence to support Energy Commission rulemakings to implement new, or revise existing, regulations that apply to electricity infrastructure projects subject to the Energy Commission's certification or designation authority.
- Analyze and report on the effects of U.S. Environmental Protection Agency and State Water Resources Control Board (SWRCB) water quality control actions on section 316 (b) of the Clean Water Act and on the use of coastal and estuarine waters for power plant cooling. Coordinate with federal, state and local agencies and assist in conducting environmental and/or engineering analysis of federal and state environmental impact documents related to section 316 (b) of the Clean Water Act and SWRCB power plant cooling policies. Assist staff in developing alternative analyses to be submitted to state or local agencies for use in developing their cooling water control strategies. Assist staff in conducting analyses of 1) water consumption in the electric generation sector in California and 2) measures for reducing consumption of potable water and/or impacts from the use of seawater. Analyses may address, for example, feasibility, costs, benefits, effects on power plant performance, water and energy supply and consumption, environmental effects and consequences of power plant retrofits.

Task 11 – Greenhouse Gases and Global Climate Change Assessment

The Contractor shall provide engineering and environmental services technical assistance to Energy Commission staff and other stakeholders in assessing greenhouse gas (GHG) emission impacts in Energy Commission power plant licensing cases and compliance assessments.

The Contractor shall:

- Evaluate the effects of GHG reduction programs applicable to California energy facilities, renewable energy generation market penetration, federal and state climate change and GHG rulemaking, and energy efficiency

programs. This will establish the baseline conditions and effect of the project on the baseline and existing GHG reduction programs for Energy Commission power plant licensing cases and compliance assessments.

- Review GHG emissions estimate forecasts for Energy Commission energy forecast model inputs and policies and incorporate them into GHG analyses performed for Energy Commission power plant licensing cases and compliance assessments.
- Provide expert testimony for GHG and climate change matters.
- Based on the GHG and Climate Change assessments performed during, and in preparation for, Energy Commission power plant licensing cases and compliance assessments, provide expert testimony in state and federal policy and rulemaking proceedings on global climate change and GHG emissions.

Task 12 – Natural Gas Pipeline Safety Assessment

The Contractor shall provide technical engineering assistance to Energy Commission staff and other stakeholders in assessing natural gas pipelines in the Energy Commission's power plant licensing cases and compliance assessments.

The Contractor shall:

- Monitor changes in LORS regarding gas transmission line safety. Identify and summarize changes and proposed changes to gas transmission line safety related LORS, policies, and best practices applicable to Energy Commission jurisdictional power plants. Conduct a survey of existing Energy Commission jurisdictional power plants' pipelines and interconnections features, integrity management, maintenance and record keeping status.
- Conduct a review of needs for gas pipeline-related conditions of certification in Energy Commission power plant siting cases.
- Review Energy Commission jurisdictional power plants' ongoing compliance with related LORS.
- Conduct a review of potential impacts of interconnections to pipeline infrastructure and public safety.
- Provide expert testimony for natural gas matters.
- Based on the natural gas pipeline safety assessments performed during, and in preparation for, Energy Commission power plant licensing cases and compliance assessments, provide expert testimony in state and federal policy and rulemaking proceedings on California power plant natural gas pipeline safety.

Task 13 – Technical Training

The Contractor shall provide technical training to Energy Commission staff, commissioners, commissioner advisors, and other stakeholders responsible for environmental protection or transmission system planning. Training will cover environmental and engineering topics associated with electric generation projects and transmission lines; data gathering and analysis; use of computer models and software; and other technical skills needed to review and analyze power plant permitting or transmission corridor designation applications. The Contractor may conduct training sessions with staff at the Energy Commission, at an offsite location, or by teleconference or internet. Work authorizations issued for training will indicate what expenses Contractor will be responsible for, depending on the needs of the particular training session. The work authorization will specify whether Energy Commission or Contractor will cover costs involved in conducting a training session, such as facility rental, equipment, or printing.

SCHEDULE OF DELIVERABLES AND DUE DATES

This is a Work Authorization based contract. Deliverables and due dates will be detailed within each Work Authorization.

STATE OF CALIFORNIA

**STATE ENERGY RESOURCES
CONSERVATION AND DEVELOPMENT COMMISSION**

RESOLUTION - RE: ASPEN ENVIRONMENTAL GROUP

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 700-18-001 with Aspen Environmental Group for a \$950,000 contract to assist in evaluating applications for energy facilities and transmission corridor designations; monitoring compliance for permitted facilities; reviewing petitions to amend or modify permitted facilities; greenhouse gases and global climate change and natural gas pipeline safety assessments; and supporting other activities in the areas of environmental impact assessment, engineering, and related regulatory matters; 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 21, 2018.

AYE: [List of Commissioners]

NAY: [List of Commissioners]

ABSENT: [List of Commissioners]

ABSTAIN: [List of Commissioners]

Cody Goldthrite,
Secretariat