



STATE OF CALIFORNIA

CONTRACT REQUEST FORM (CRF)

CEC-94 (Revised 11/2019)

CALIFORNIA ENERGY COMMISSION

A) New Agreement # 200-19-019 (to be completed by CGL office)

B) Division	Agreement Manager:	MS-	Phone
200 Financial Services	Andrea Hoppe	18	916-654-0588

C) Contractor's Legal Name	Federal ID Number
Alliance to Save Energy	52-1082991

D) Title of Project
Alliance to Save Energy Membership

E) Term and Amount

Start Date	End Date	Amount
1/22/2020	12/31/2020	\$25,000

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 1/22/2020 ☒ Consent ☐ Discussion

Business Meeting Presenter Time Needed: minutes

Please select one list serve. Select

Agenda Item Subject and Description:

ALLIANCE TO SAVE ENERGY MEMBERSHIP. Proposed resolution approving Agreement 200-19-019 with Alliance to Save Energy for a \$25,000 contract to renew the Energy Commission's (CEC) membership for one year.

Membership allows CEC staff to meet with key policy and decision makers and officials from over 100 organizations to advance energy efficiency through unique and effective policy, market transformation, education, communications, and research and technology initiatives. These meetings provide a forum for exchanging information, ideas and resources. (ERPA funding) Contact: Andrea Hoppe.

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 this is a membership in an organization only.

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:

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



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H) List all subcontractors (major and minor) and equipment vendors: (attach additional sheets as necessary)

Legal Company Name:	Budget
	\$ 0.00
	\$ 0.00
	\$ 0.00

I) List all key partners: (attach additional sheets as necessary)

Legal Company Name:

J) Budget Information

Funding Source	Funding Year of Appropriation	Budget List Number	Amount
State - ERPA	19/20	100.022	\$25,000
Funding Source			\$
Funding Source			\$
Funding Source			\$
Funding Source			\$25,000

R&D Program Area: Select Program Area TOTAL: \$25,000

Explanation for "Other" selection

Reimbursement Contract #: Federal Agreement #:

K) Contractor's Contact Information**1. Contractor's Administrator/Officer**

Name: Kara O'Connell
Address: 1850 M Street, NW Suite 610
City, State, Zip: Washington, D.C., 20036
Phone: 202-530-2207
E-Mail: koconnell@ase.org

2. Contractor's Project Manager

Name: Kara O'Connell
Address: 1850 M Street, NW Suite 610
City, State, Zip: Washington, D.C., 20036
Phone: 202-530-2207
E-Mail: associates@ase.org

L) Selection Process Used

- ☐ Solicitation Select Type Solicitation #: - - # of Bids: Low Bid ☐ No ☐ Yes
- ☐ Non Competitive Bid (Attach DGS-GSPD-09-007 [DGS 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



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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:

P) Payment Method

1. ☒ Reimbursement in arrears based on:
 - ☐ Itemized Monthly ☐ Itemized Quarterly ☐ Flat Rate ☒ One-time
2. ☐ Advanced Payment
3. ☐ Other, explain:

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

Membership dues are set by the organization. Dues are consistent for entities at this membership level.

S) Disabled Veteran Business Enterprise Program (DVBE)

1. ☐ Exempt (Interagency/Other Government Entity)
2. ☐ Meets DVBE Requirements DVBE Amount:\$ 0 DVBE %:
 - a. ☐ Contractor is Certified DVBE
 - b. ☐ 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)

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



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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

Office Manager

Date

Deputy Director

Date

EXHIBIT A

SCOPE OF WORK

PURPOSE

The purpose of this Agreement is to formalize the Energy Commission's membership in the Alliance to Save Energy (ASE). Founded in 1977 by a pair of U.S. senators who recognized the enormous opportunity of energy efficiency, ASE is a nonprofit, bipartisan alliance of business, government, environmental and consumer leaders advocating for enhanced energy productivity to achieve economic growth, a cleaner environment, and greater energy security, affordability and reliability.

Membership allows Energy Commission staff to meet with key policy and decision makers and officials from over 100 organizations to advance energy efficiency through unique and effective policy, market transformation, education, communications, and research and technology initiatives. These meetings provide a forum for exchanging information, ideas and resources.

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STATE ENERGY RESOURCES
CONSERVATION AND DEVELOPMENT COMMISSION

RESOLUTION - RE: ALLIANCE TO SAVE ENERGY MEMBERSHIP

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 200-19-019 with Alliance to Save Energy for a \$25,000 contract to renew the Energy Commission's (CEC) membership for one year. Membership allows CEC staff to meet with key policy and decision makers and officials from over 100 organizations to advance energy efficiency through unique and effective policy, market transformation, education, communications, and research and technology initiatives. These meetings provide a forum for exchanging information, ideas and resources; 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 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 CEC held on January 22, 2020.

AYE:

NAY:

ABSENT:

ABSTAIN:

Cody Goldthrite
Secretariat