



**CONTRACT REQUEST FORM (CRF)**

**A) New Agreement # 200-20-010 (to be completed by CGL office)**

<b>B) Division</b>	<b>Agreement Manager:</b>	<b>MS-</b>	<b>Phone</b>
200 Financial Services	Brad Worster	18	916-654-4299

<b>C) Contractor's Legal Name</b>	<b>Federal ID #</b>
National Association of State Energy Officials (NASEO)	52-1474553

<b>D) Title of Project</b>
U.S. Energy & Employment (USEER) 2021

**E) Term and Amount**

<b>Start Date</b>	<b>End Date</b>	<b>Amount</b>
1 / 01 / 2021	12 / 31 / 2021	\$ 9,999

**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 12 / 09 / 2020  Consent  Discussion

Business Meeting Presenter Brad Worster Time Needed:                    minutes

Please select one list serve. Select

**Agenda Item Subject and Description:**

NATIONAL ASSOCIATION OF STATE ENERGY OFFICIALS. Proposed resolution approving Agreement 200-20-010 for a \$9,999 sponsorship contract to support the research and development of the 2021 U.S. Energy & Employment Report. (ERPA Funding) Contact: Brad Worster

**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 sponsorship for a report 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



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- Negative Declaration
- Mitigated Negative Declaration
- Environmental Impact Report
- Statement of Overriding Considerations

**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)

<b>Legal Company Name:</b>

**J) Budget Information**

Funding Source	Funding Year of Appropriation	Budget List Number	Amount
State - ERPA	20/21	100.022	\$9,999
Funding Source			\$

R&D Program Area: Select Program Area      TOTAL: \$9,999

Explanation for "Other" selection

Reimbursement Contract #:                      Federal Agreement #:

**K) Contractor's Contact Information**

**1. Contractor's Administrator/Officer**

Name: David Terry  
 Address: 1300 N. 17th St., Suite 1275  
 City, State, Zip: Arlington, VA 22209  
 Phone: 703-395-1076  
 E-Mail: dterry@naseo.org

**2. Contractor's Project Manager**

Name: Sandy Fazelli  
 Address: 1300 N. 17th St., Suite 1275  
 City, State, Zip: Arlington, VA 22209  
 Phone: 703-299-6208  
 E-Mail: sfazeli@naseo.org

**L) Selection Process Used**

- Solicitation Select Type Solicitation #:    -    -    # of Bids:    Low Bid  No  Yes
- Non Competitive Bid (Attach DGS-GSPD-09-007 <https://www.dgs.ca.gov/PD/Forms> )
- Exempt (Less than \$10K per SCM 5.80.B.2.p)

**M) Contractor Entity Type**



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- 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

**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**

**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)



# CONTRACT REQUEST FORM (CRF)

## 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

## 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  N/A  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 California Energy Commission's contract with the National Association of State Energy Officials (NASEO) for a sponsorship of the 2021 U.S. Energy & Employment Report (USEER). This report will be the sixth installment of the energy jobs survey established by the U.S. Department of Energy in 2016, which offers data on employment trends in five key energy sectors: Electric Power Generation; Fuels; Transmission, Distribution and Storage; Energy Efficiency; and Motor Vehicles.

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 (CEC) adopts the staff CEQA findings contained in the Agreement or Amendment Request Form (as applicable); and

**RESOLVED**, that the CEC approves Agreement 200-20-010 for a \$9,999 sponsorship contract to support the research and development of the 2021 U.S. Energy & Employment Report; 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 CEC 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 December 9, 2020.

AYE:

NAY:

ABSENT:

ABSTAIN:

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Cody Goldthrite  
Secretariat