



STATE OF CALIFORNIA

**CONTRACT REQUEST FORM (CRF)**

CEC-94 (Revised 12/2019)

CALIFORNIA ENERGY COMMISSION

**A) New Agreement # 600-20-005 (to be completed by CGL office)**

<b>B) Division</b>	<b>Agreement Manager:</b>	<b>MS-</b>	<b>Phone</b>
600 Fuels and Transportation Division	Sharon Purewal	6	916-897-3616

<b>C) Contractor's Legal Name</b>	<b>Federal ID #</b>
The International Council on Clean Transportation Inc.	20-3076690

<b>D) Title of Project</b>
Zero-Emission Vehicle Alliance (ZEV Alliance) Membership

**E) Term and Amount**

<b>Start Date</b>	<b>End Date</b>	<b>Amount</b>
3 / 17 / 2021	2 / 1 / 2022	\$ 15,000

**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 3 / 17 / 2021 ☒ Consent ☐ Discussion

Business Meeting Presenter Sharon Purewal Time Needed:                minutes

Please select one list serve. Select

**Agenda Item Subject and Description:**

THE INTERNATIONAL COUNCIL ON CLEAN TRANSPORTATION INC. Proposed resolution approving Agreement 600-20-005 with The International Council on Clean Transportation Inc. for a \$15,000 membership in the International Zero-Emission Vehicle Alliance (ZEV Alliance). The ZEV Alliance is an association formed by national and subnational jurisdictions to accelerate adoption of ZEVs. As a member, CEC will receive reports analyzing international electric vehicle market and policy developments and provide CEC the opportunity to participate in ZEV Alliance coordination meetings. (Clean Transportation Program funding) Contact: Sharon Purewal. Proposed resolution approving contract 600-20-005 with The International Council on Clean Transportation Inc. for a \$15,000 one year membership in the International Zero-Emission Vehicle Alliance (ZEV Alliance). The ZEV Alliance is an association formed by national and subnational jurisdictions to accelerate adoption of zero-emission vehicles. As a member, CEC will receive reports analyzing international electric vehicle market and policy developments and provide CEC the opportunity to participate in ZEV Alliance coordination meetings. Contact: Sharon Purewal

**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 the membership activities funded under this agreement include information collection and dissemination, public outreach, and data analysis to inform potential future projects that are subject to separate approval..

2. If Agreement is considered a "Project" under CEQA:



STATE OF CALIFORNIA

**CONTRACT REQUEST FORM (CRF)**

CEC-94 (Revised 12/2019)

CALIFORNIA ENERGY COMMISSION

- 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

**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
ARFVTP	20-21	600.118J	\$15,000
Funding Source			\$
Funding Source			\$
Funding Source			\$
Funding Source			\$

R&D Program Area: Select Program Area      TOTAL: \$15,000

Explanation for "Other" selection

Reimbursement Contract #:

Federal Agreement #:

**K) Contractor's Contact Information**

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

Name: Jennifer Brodskaya

Address: 1500 K Street NW, Suite  
650



STATE OF CALIFORNIA

## CONTRACT REQUEST FORM (CRF)

CEC-94 (Revised 12/2019)

City, State, Zip: Washington, DC  
20005

Phone: 202-798-3986

E-Mail: j.brods kaya@theicct.org

### 2. Contractor's Project Manager

Name: Nic Lutsey

CALIFORNIA ENERGY COMMISSION

Address: 595 Market Street, Suite  
1250

City, State, Zip: San Francisco, CA  
94105

Phone: 415-417-1354

E-Mail: nic@theicct.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 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

### 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:

Categorical Exemption: This contract is for an important annual membership for the Energy Commission; departmental memberships in professional organizations, provided it is solely a membership and does not include the performance of any personal services, are exempt.

### P) Payment Method



STATE OF CALIFORNIA

**CONTRACT REQUEST FORM (CRF)**

CEC-94 (Revised 12/2019)

CALIFORNIA ENERGY COMMISSION

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**

The funds requested reflect membership fees paid to the International Council on Clean Transportation Inc. to join the ZEV Alliance. Justification of rates for membership are not applicable since this is not a consultant services contract.

**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

**U) The following items should be attached to this CRF (as applicable)**

- |   |   |  |
|---|---|--|
| 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. DGS-GSPD-09-007, NCB Request                     | <input checked="" 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 checked="" type="checkbox"/> N/A | <input type="checkbox"/> Attached            |
| 6. Resumes  | <input checked="" type="checkbox"/> N/A | <input type="checkbox"/> Attached            |
| 7. CEC 105, Questionnaire for Identifying Conflicts |   | <input checked="" type="checkbox"/> Attached |

\_\_\_\_\_  
**Agreement Manager**\_\_\_\_\_  
**Date**\_\_\_\_\_  
**Office Manager**\_\_\_\_\_  
**Date**\_\_\_\_\_  
**Deputy Director**\_\_\_\_\_  
**Date**

## **EXHIBIT A**

### **Scope of Work**

#### **PURPOSE**

The purpose of this Agreement is to fund the California Energy Commission's membership in the International Zero-Emission Vehicle Alliance (ZEV Alliance).

#### **BACKGROUND**

The ZEV Alliance is an association formed by nations and subnational jurisdictions to accelerate adoption of Zero-Emission Vehicles (ZEVs). It is a high-profile platform for ZEV announcements, and jurisdictions will work together to set and achieve individual and collective targets for future ZEV deployment.

The International Council on Clean Transportation (ICCT) operates the ZEV Alliance under the direction of Alliance members. Operations include coordinating the activities of participants; organizing and moderating meetings, including monthly teleconferences and an annual in-person meeting; preparing meeting summaries and follow-up work; being a primary point of contact for interested parties including news media; promoting and representing the ZEV Alliance through press releases and at conferences and other events; providing and maintaining a website and online presence; maintaining records of the ZEV Alliance; collecting data and providing data, research, analysis, and reports on topics of interest to members; manage and report on funding of ZEV Alliance activities; and manage contracts with other parties, as necessary.

ZEV Alliance participants are expected to provide funding to ICCT to cover the joint activities undertaken by the ZEV Alliance. Membership funds shall be administered by ICCT and used to provide management services to facilitate and coordinate the cooperative efforts of the ZEV Alliance, including operational; financial; contractual and project management services; and responding to media and public inquiries about the Alliance.

#### **SCOPE OF WORK**

The California Energy Commission will pay \$15,000 for a one-year membership in the ZEV Alliance. The benefits of membership include:

- Receipt of reports analyzing international electric vehicle market and policy developments;
- Input and influence on future membership recruitment actions;
- Participation in an annual, in-person meeting.

STATE OF CALIFORNIA

STATE ENERGY RESOURCES  
CONSERVATION AND DEVELOPMENT COMMISSION

RESOLUTION - RE: THE INTERNATIONAL COUNCIL ON CLEAN  
TRANSPORTATION INC.

**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 600-20-005 with The International Council on Clean Transportation Inc. for a \$15,000 membership in the International Zero-Emission Vehicle Alliance (ZEV Alliance). The ZEV Alliance is an association formed by national and subnational jurisdictions to accelerate adoption of ZEVs. As a member, CEC will receive reports analyzing international electric vehicle market and policy developments and provide CEC the opportunity to participate in ZEV Alliance coordination meetings; 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 March 17, 2021.

AYE:

NAY:

ABSENT:

ABSTAIN:

---

Patricia Carlos  
Secretariat