



**CONTRACT REQUEST FORM (CRF)**

**A) New Agreement # 800-20-004 (to be completed by CGL office)**

<b>B) Division</b>	<b>Agreement Manager:</b>	<b>MS-</b>	<b>Phone</b>
700 Siting Transmission Environmental Pro	Anwar Ali	200	916-698-7498

<b>C) Contractor's Legal Name</b>	<b>Federal ID #</b>
TRB and Associates, Inc.	20-5865052

<b>D) Title of Project</b>
TRB and Associates, Inc. as DCBO for construction of Battery Energy Storage System (BESS) at Solar

**E) Term and Amount**

<b>Start Date</b>	<b>End Date</b>	<b>Amount</b>
04 / 15 / 2021	12 / 14 / 2023	\$ 0

**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    /    /     Consent  Discussion

Business Meeting Presenter Anwar Ali Time Needed: 5 minutes

Please select one list serve. Select

**Agenda Item Subject and Description:**

TRB AND ASSOCIATES, INC. Proposed resolution approving Agreement 800-20-004 with TRB and Associates, Inc. for a \$0 contract to provide Delegate Chief Building Official (DCBO) services for the SEGS VIII and IX (88-AFC-01 & 89-AFC-01) in regards to the construction of Battery Energy Storage System (BESS). TRB and Associates, Inc. will carry out BESS construction plan review and the inspection of the construction activities to ensure compliance with reasonable construction practices and safety requirements on behalf of the Energy Commission. TRB and Associates, Inc. will be compensated by Terra-Gen, the project owner of the SEGS VIII and IX. (N/A funding) Contact: Anwar Ali. (Staff Presentation: 5 minutes)

**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 work under this agreement involves contract administration, plan reviews, site inspection, compliance monitoring and reporting, and code interpretation services.

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:



**CONTRACT REQUEST FORM (CRF)**

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
Funding Source			\$
Funding Source			\$
Funding Source			\$
Funding Source			\$
Funding Source			\$

R&D Program Area: Select Program Area      TOTAL: \$

Explanation for "Other" selection

Reimbursement Contract #:                      Federal Agreement #:

**K) Contractor's Contact Information**

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

Name: Todd Bailey  
 Address: 3180 Crow Canyon Place,  
 Suite 216  
 City, State, Zip: San Ramon, CA  
 94583

Phone: (925) 866-2633  
 E-Mail: tbailey@trbplus.com

**2. Contractor's Project Manager**

Name: Todd Bailey  
 Address: 3180 Crow Canyon Place,  
 Suite 216



STATE OF CALIFORNIA

# CONTRACT REQUEST FORM (CRF)

CEC-94 (Revised 12/2019)

City, State, Zip: San Ramon, CA  
94583

CALIFORNIA ENERGY COMMISSION

Phone: (925) 866-2633

E-Mail: tbailey@trbplus.com

## L) Selection Process Used

- Solicitation RFQ Solicitation #: RFQ-20-702 # of Bids: 4 Low Bid  No  Yes
- Non Competitive Bid (*Attach DGS-GSPD-09-007 <https://www.dgs.ca.gov/PD/Forms>* )
- Exempt Select Exemption (see instructions)

## 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:

The construction of BESS project will be done in accordance with all Energy Commission requirements and all applicable laws, ordinances, regulations and standards (LORS). The Energy Commission is responsible for monitoring all Conditions of Certification and LORS compliance, including the California Building Standards Code (CBSC). Power plant demolition can be complex. This complexity requires a vast array of knowledge and expertise unique to this type of construction activities. This type of expertise does not exist in state service, and there are only a handful of firms in California that are able to perform this highly technical compliance review. Additionally, the work is urgent because the work is time sensitive and must be completed on schedule to prevent tremendous cost of delays. The work is also of an occasional nature because the compliance inspection activities are triggered by certain activities by the project owner.

## P) Payment Method



**CONTRACT REQUEST FORM (CRF)**

- 1.  Reimbursement in arrears based on:
  - Itemized Monthly  Itemized Quarterly  Flat Rate  One-time
- 2.  Advanced Payment
- 3.  Other, explain: No Energy Commission reimbursement. Zero sum contract

**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**

Rates were negotiated with TRB and Associates, Inc. for being the DCBO firm with highest score for RFQ Statement of Qualification (SOQ).

**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 checked="" type="checkbox"/> N/A | <input 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 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 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**

#### **ABOUT THIS SECTION**

In this section, the California Energy Commission (CEC) describes the tasks the DCBO Firm will be asked to perform under the direction of the CEC's CPM. This section also describes the work assignment process and deliverables.

#### **DCBO WORK REQUIREMENTS**

The CEC utilizes the California Code of Regulations, Title 24, Parts 1 through 12, herein referred to as the California Building Standards Code (CBSC) for jurisdictional power plants. Facility and Construction Plan review, and construction compliance and filed inspections of all civil, structural, mechanical (except process piping), electrical, and fire prevention facilities must comply with the CBSC, so these codes apply to all power plant construction. CEC DCBOs are required to have total familiarity with the codes. The CBSC includes the following code parts relevant to power generation facilities and their commonly referenced names:

- Part 1 - California Building Standards Administrative Code
- Part 2 - California Building Code (Volumes 1 and 2)
- Part 3 - California Electrical Code
- Part 4 - California Mechanical Code
- Part 5 - California Plumbing Code
- Part 6 - California Energy Code
- Part 7 - no longer in use
- Part 8 - California Historical Building Code
- Part 9 - California Fire Code
- Part 10 - California Existing Building Code (formally - California Code for Building Conservation)
- Part 11 - California Green Building Code
- Part 12 - California Reference Standards Code

A properly designed, constructed or modified power plant will meet or exceed all applicable LORS. Some of the applicable LORS include, but are not limited to, the list below. CEC DCBOs must have complete familiarity with all applicable LORS.

- American National Standards Institute (ANSI)
- American Petroleum Institute (API)
- American Society of Civil Engineers (ASCE)
- American Society of Mechanical Engineers (ASME)
- American Society for Testing and Materials (ASTM)

- Institute of Electrical and Electronics Engineers (IEEE)
- National Fire Protection Association (NFPA)
- Underwriters Laboratories (UL)
- American Welding Society (AWS)
- National Electrical Code (NEC)
- National Electrical Safety Code

Additional LORS of note include, but are not limited to, the California Professional Engineers Act (Business and Professions Code sections 6700-6799), California Professional Land Surveyors' Act (Business and Professions Code sections 8700-8805) and California contractors' license laws.

## **WORK PERFORMANCE**

The CEC cannot accurately predict far into the future when work will be required under this agreement. The need for DCBO services will vary in response to many factors. Further, once the need for work is initiated, the work may need to proceed at a quick pace to meet the required deadlines. Accordingly, the contractor will need to be able to respond to the CEC's requests for DCBO services on a timely basis. The contractor shall respond to requests for work in accordance with the following pattern:

- The CPM 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 emails from the CPM 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 CPM.

## **DCBO TASKS AND WORK PERFORMANCE**

This section contains a generalized version of the roles, responsibilities, and varied tasks expected of a DCBO Firm. Please note that although the DCBO functions as the CEC's delegate, the CEC has the final authority and responsibility to ensure that each power generating facility certified is built, modified, or closed in accordance with the CEC's Decision and the applicable LORS.

As an CEC delegate, the DCBO must abide by any interpretation of the CBSC, and any other applicable LORS, made by the CEC. In addition, all DCBO team members must be approved by CEC staff, including additions or replacement team members.

The DCBO will perform contract administration functions, complete a series of specific plan review, site-inspection, and facility construction monitoring and reporting tasks, and provide technical/interpretive support services when necessary. Required DCBO tasks include Tasks 1-7, below:

### **TASK 1 – PROJECT TEAM MANAGEMENT (DCBO INFRASTRUCTURE) AND QUALITY CONTROL**

The DCBO shall:

- Understand and become familiar with each Project’s Conditions of Certification (COCs) applicable to the project.
- Attend and participate in CEC team meetings as requested by the CPM.
- Work with the CPM to ensure all pre-construction submittals, if applicable, are complete.
- Use a password-protected, project-specific website for the posting of the weekly reports and other project documents. The documents on the website must be posted in an MS Word- or Excel-compatible format, and applicable submittals must be converted to .pdf files for the Periodic Compliance Reports (PCRs).
- Provide document security and backup methods to the CPM for review and approval to ensure that the electronic submittal process is secure, and data can be re-established if it is lost or damaged.
- Obtain and become familiar with the compliance matrix for construction provided by the project owner with submittal deadlines.
- Maintain a site presence during all construction activities or as directed by the CPM.
- Issue as necessary correction notices and non-conformance reports to ensure COC and LORS compliance.
- Select a DCBO Lead Engineer or monitor as appropriate and as directed by the CPM, to oversee construction compliance, as delineated by the Facility Design, Geology, and Transmission System Engineering COCs, as well as the SWPPP and the DESCP.
- Include all the components listed below in a weekly Periodic Compliance Report (PCR) with an easily navigable format. Provide PCRs and site inspection reports to the CPM via web posting, and include:
  - List of DCBO staff onsite and their duties;

- Executive summary of current construction activities, broken down by facility design engineering elements:
  - General (GEN);
  - Civil (CIVIL);
  - Structural (STRUC);
  - Mechanical (MECH);
  - Electrical (ELEC); and
  - Safety.
- Updated compliance matrix;
- Compliance issues with applicable LORS and COCs;
- List of issued or potential non-conformance reports;
- List and status of submitted plans;
- Status of interconnections, including:
  - Natural Gas;
  - Backfeed;
  - Potable Water;
  - Waste Water; and
  - Fire Water.
- List of field inspections performed this week (inspection reports shall be posted for CPM review no later than 3 days after inspection was done); and,
- List of any job-related accidents whether Occupational Safety and Health Administration (OSHA) recordable or not.
- Maintain, via a Document Control Manager (DCM), a log of all email correspondence pertinent to all document submittals, and inspection activity issues.
- Provide and maintain an easily referenced and on-line copy of the invoices submitted to the Project Owner.

**Deliverables:**

The following deliverables shall be submitted through the DCBO’s Document Submittal and Tracking System (DSTS):

1. Weekly Periodic Compliance Reports;
2. Updated Compliance Matrix for construction; and
3. Invoices submitted to the Project Owner.



## TASK 2 – PROJECT COORDINATION AND COMMUNICATION PROTOCOLS

Power plant development projects typically involve concurrent, design and construction efforts. This “fast-track” approach requires well-organized processes in place to name and track all submittals in their various stages of development and review. Conversely, especially during the design phase, significant time may pass between subsequent submittals of the same package. To keep all parties on track, it is important that all DCBO comments are well documented, and that a standardized electronic file-naming protocol is used.

The DCBO shall:

- Track and maintain power plant project submittals on a web-based electronic Document Submittal and Tracking System (DSTS), designed to minimize hard-copy transmittals, that includes but is not limited to the following:
  - Username and password protection to restrict access to submittals.
  - The DSTS must provide submittal associative links to review comments, document approvals, inspection requests, and construction approvals.
  - File names that include:
    - The COC section abbreviation and number (i.e. “STRUC-1”);
    - A short but recognizable description of the submittal type and document contents; and
    - The version or revision number, including the date received and the date returned or approved.
  - A multi-level file structure that can organize the submittals by various document characteristics and allow the user to easily identify the status of the submittal through the approval process. For example, using a query function, the user should be able to identify and/or review:
    - The COC section requiring the submittal;
    - Chronological order and date of the submittal;
    - Approval status of the submittal, including partial approvals;
    - Time anticipated (due date) for completion of the DCBO’s review;
    - Document review comments;
    - Subsequent re-submittal of the corrected documents;
    - Approval signature by the DCBO Firm;
    - A separate file for the latest approved revision and another file for all the previous revisions (i.e, if the latest approved revision is number 5, then that revision should have its own file. Revisions 1-4 should be together in another file to be used if needed);
    - Construction inspection requests;

- Notices of non-conformance;
  - Inspection comments, rejections, and approvals;
  - Special inspections; and
  - Safety Inspections.
- A query function to locate and determine the status of every submittal, drawing, inspection, report, or other document. The query function must have the capability to link with the submittal and to gather data relating to the various sections within the COC. For example, an authorized individual should be able to query a list of all STRUC-1 compliance submittals.
- Maintain a DSTS log that follows the file structure logic to track submittals from original receipt through final inspection. The submittal log should provide a means to identify:
    - Which documents are contained within a submittal;
    - Which documents have been approved;
    - Which documents have been revised; and
    - The current document revision number.
  - Maintain an accessible historical DSTS document archive of all documents submitted to the DCBO for access by project staff and CEC staff. Simply having the most current version of a document in the document tracking system does not provide an adequate record of the submittal history.
  - Maintain the minimum types of project documents including but not limited to: construction drawings; supporting calculations; construction specifications; inspections; special inspections; worker safety records; and when applicable, environmental monitoring records.
    - Documents submitted to the DCBO must be in an Adobe Acrobat® .pdf, secure, electronic file format, and if an Engineer of Record (EOR) is associated with the submittal, it must include a digital signature.

If approved by the CPM, minor variations to the document tracking structure described herein, and alternative methods of saving documents within a traditional, multi-level file structure may be acceptable, provided they function in a similar manner. Database and/or document tracking systems are acceptable, provided they are organized with a search engine that locates submittals and documents in the same logical fashion as would be done within a traditional data file-server structure.

Power plant construction requires well-organized processes to perform plan reviews and inspections, keep all parties informed, and ensure all DCBO comments are well documented.

The DCBO shall:

- Track and maintain:

- Any Drawings;
  - Notices of non-conformance;
  - Inspection comments, rejections, and approvals;
  - Special inspections; and,
  - Safety Inspections.
- Maintain all documents submitted to the DCBO for access by project staff and CEC staff.
  - Maintain the minimum types of project documents including but not limited to: construction drawings; supporting calculations; construction specifications; inspections; special inspections; worker safety records; and when applicable, environmental monitoring records.
    - Documents submitted to the DCBO must be in an Adobe Acrobat® .pdf, secure, electronic file format, and if an Engineer of Record (EOR) is associated with the submittal, it must include a digital signature.

### **TASK 2.1 – KICK OFF AND COORDINATION MEETING(S)**

As directed by the CPM, the DCBO shall attend project-specific coordination meetings and be prepared to provide information regarding the timing, schedule, and issues for COC compliance and monitoring.

### **TASK 3 –PRE-CONSTRUCTION COMPLIANCE ASSISTANCE**

There is often an extensive list of pre-construction submittals that must be approved before the CEC can issue a formal Notice to Proceed for the project. The Notice to Proceed allows site mobilization for construction to commence. Although the CEC retains the final authority over all matters relating to COC interpretation, the DCBO does provide certain preliminary document review and pre-construction COC compliance assistance.

The DCBO shall assist, as directed by the CPM, with preliminary document review and pre-construction COC compliance. The DCBO should communicate the amount of time required for these activities to the Project Owner during their contract negotiations.

Compliance assistance may include, but are not limited to, the following activities:

- Create an CEC staff accessible and secure web folder to track progress and house reporting information.
- Gather and review all applicable pre-existing project specific “as-builts” and compliance plans. The DCBO shall work with the CPM to ensure all pre-construction submittals are complete before issuance of a notice to proceed.

- Prepare, as directed by the CPM, project-specific periodic compliance reports (PCR). The documents on the website will be posted in an MS Word- or Excel-compatible format, and applicable submittals may need to be converted to Adobe Acrobat® .pdf files. The PCRs must include:
  - List of DCBO staff onsite and their duties;
  - Executive summary of current activities, broken down by facility design engineering elements:
    - General (GEN);
    - Civil (CIVIL);
    - Structural (STRUC);
    - Mechanical (MECH);
    - Electrical (ELEC);
    - Safety; and
    - Environmental (as applicable);
- Project completion percentage, based on the amount of work completed to date for all systems before plant operation or restart;
- Compliance issues with applicable LORS and all COCs;
- List of issued or potential non-conformance reports;
- List and status of submitted plans;
- Status of interconnections;
  - Natural Gas
  - Electrical
  - Backfeed
  - Potable Water
  - Waste Water
  - Fire Water
- A "look ahead" schedule or scheduling forecast for construction progress;
- A site map (including a scale bar and directional key) and date-stamped project photographs identifying construction activities with a brief description, broken down by facility design engineering elements;
- Estimate of construction staff/contractors onsite;
- List of field inspections performed since previous PCR (inspection reports shall be posted for CPM review no longer than 3 days after inspection was done); and

- List of any job-related accidents whether recordable or not.

Provide initial and periodic refresher training support to the CPM, CEC staff and project team on the On-Call DCBO's project activity reporting website as applicable.

Maintain, via a document control manager (DCM), a log of all email correspondence pertinent to the work authorizations, including all submittals, reviews, comments, approvals, inspection requests, and inspection activity.

Provide document security and backup protocols to the CPM for review and approval to ensure that the electronic submittal process is secure and data can be re-established if it is lost or damaged.

### **Deliverables:**

The following deliverables shall be submitted through the DCBO's Document Submittal and Tracking System (DSTS):

1. Pre-construction submittals noting the DCBO's review and approval of pre-construction documents and noting their compliance with the CEC's Conditions of Certification, where required; and
2. Periodic compliance reports (PCRs).

### **TASK 4 – FACILITY CONSTRUCTION PLAN REVIEW**

The bulk of the work performed by the DCBO involves the review of construction drawings, calculations, and other documents supporting the project's engineering activities. The DCBO should also anticipate document submittals concurrent with on-going construction.

The construction plans must be approved before the CEC can allow the project owner to proceed with site mobilization and commence facility construction activities. Although the CEC retains the final authority over all matters relating to COC interpretation, the DCBO does provide certain preliminary document review and pre-construction COC compliance assistance.

The DCBO shall assist, as directed by the CPM, with preliminary document review and COC compliance. The DCBO should communicate the amount of time required for these activities to the Project Owner during their contract negotiations.

Project owners often submit multiple documents/drawings within a single submittal. The DCBO shall review the submittal and approve individual documents within a submittal if possible to expedite the document review process. The documents/drawings that require re-work will be allowed to be resubmitted alone as a revision to the original submittal.

The DCBO shall:

- Review, and when found to be in compliance with all applicable LORS, approve the selection of dynamic analysis and/or alternative methods of analysis for the design of those major structures designated in the project's Facility Design COCs;
- Ensure that the results of all plan checks and construction inspections are available to the CPM via the Project-Specific website (see Task 1);
- Retain all approved plans, specifications, calculations, and marked-up as-built for 90 days after the project's construction completion date, after which the DCBO shall deliver them to the project owner for long-term retention at the project site or other accessible location (see Task 7);
- Provide electronic copies of the approved plans, specifications, calculations, marked-up as-built and other relevant submittals to the CPM, in the form of DVDs, compact discs or a USB memory stick, within 90 days of the project's construction completion dates (see Task 7); and
- Provide code interpretation and enforcement support.

**Deliverables:**

The following deliverables shall be submitted through the DCBO's Document Submittal and Tracking System (DSTS):

1. Qualifications for all plan check reviewers and their engineering supervisors;
2. Final project submittals as well as previously-reviewed versions (with comments); and
3. Approved stamped design drawings and calculations.

**TASK 5 – FACILITY CONSTRUCTION COMPLIANCE AND FIELD INSPECTIONS**

The DCBO's responsibilities also include conducting field inspections and providing COC compliance oversight. In this role, the DCBO is responsible for the inspection of constructed facilities to ensure compliance with the approved construction drawings. The CBSC requires that all plans be reviewed and approved before construction. There are tasks not typically performed by building department inspectors that are a part of the CEC's DCBO responsibilities. These include, but are not limited to, compliance items identified below and within the project-specific COCs.

The DCBO shall:

1. Review, approve, and monitor any of the project's proposed special inspection programs, approve the qualifications and experience of the proposed special inspectors; monitor the DCBO approved special inspectors work as needed in the field; and review the special inspectors daily reports to ensure all CBC requirements are met.

2. Maintain, as directed by the CPM, a site presence and an on-site field office during construction activities.
3. Issue correction notices and non-conformance reports as necessary to ensure COC and LORS compliance.
4. Select a Certified Safety Monitor, financed by the project owner, who reports directly to the DCBO and the CPM. The Certified Safety Monitor must be certified from a recognized state, national, or international organization as a Safety Professional. The Certified Safety Monitor's role will include, but is not limited to, conducting on-site (including linear facilities) safety inspections to verify that the Construction Safety Supervisor implements all appropriate Cal/OSHA and CEC safety requirements. The DCBO shall ensure the Safety Monitor does the following:
  - The Safety Monitor will conduct on-site safety inspections during construction at intervals necessary to fulfill those responsibilities.
  - The Safety Monitor will have the authority to issue a stop work order for unsafe conditions found on the work site. The stop work order will be in writing and given to the Construction Safety Supervisor with the necessary conditions to remedy the unsafe condition(s) before work can resume.
  - The Safety Monitor will ensure that the corrective actions have been properly taken by the Construction Safety Supervisor before work can resume.
  - The Safety Monitor shall maintain a log of and document all safety-related issues.
5. Provide an inspection notification process that includes independent feedback to the project owner's project team and CPM when multiple or repeated inspection failures have occurred.
6. Select DCBO team engineer to oversee engineering and construction compliance, as may be required by the facility design, geology, and transmission system engineering COCs, as well as the storm water pollution prevention plan (SWPPP) and the drainage, erosion, and sediment control plan (DESCP); and
7. Provide engineering and construction monitoring support.

**Deliverables:**

The following deliverables shall be submitted through the DCBO's Document Submittal and Tracking System (DSTS):

1. Qualifications for all special inspectors, including safety personnel;
2. Adopted complaint tracking notification and response process; and

3. Stop work order, if any.

#### **TASK 6 – NON-COMPLIANCE AND INCIDENT REPORTING AND RESOLUTION**

The primary responsibility of the DCBO is to ensure compliance with the Final Commission Decision for the project. As per Task 1 above, if a non-conformance report is issued, it must be reported to the CPM (on a per incident basis or in the next PCR). The non-conformance report should only be issued after all other measures are exhausted (i.e. correction notices, discussion with CPM, etc.) to seek compliance.

The DCBO shall:

1. Communicate any concerns regarding a project owner's design and quality assurance/quality control (QA/QC) process and documentation to the CPM for issue resolution.
2. Communicate any LORS-related non-compliance concerns or issues about any safety-related incidents to the project owner's representative and CPM.
3. Communicate any unresolved issues to the CPM for issue resolution process.
4. Take any action allowed by the California Code of Regulations, the CBSC and LORS to ensure that the CEC's interests are properly addressed and protected.
5. Notify the CPM prior to initiating a stop-work order. For emergency situations, the DCBO may initiate a stop-work prior to notifying the CPM or the Compliance Office Manager if the CPM is not available. For any action taken under emergency conditions, the CPM must be notified within 4 hours of the action.

#### **Deliverables:**

1. Notification to CPM of intention to initiate stop-work order, due 24 hours before initiation except as described in item 2 below;
2. Notification to CPM of emergency stop-work order, within 4 hours of action; and
3. Safety-related incidents reports.

#### **TASK 7 – “AS-BUILT” DOCUMENT PACKAGE AND ARCHIVING**

The DCBO is responsible for the oversight/development of the as-built document package within 90 days of project/amendment construction completion. The as-built drawings originate from redlined construction drawings and these drawings are maintained by the project development team at the power plant site. The DCBO construction inspectors will ensure that the project development team captures field changes. The DCBO will receive the revised construction drawings from the project development team's Engineer of Record (EOR) and combine them with the project supporting documents to create the as-built document package. The submittal of the as-built document package to the CEC is for document archival purposes as required by the COCs.



The DCBO shall:

1. Ensure that the project development team captures field changes for the as-built document package.
2. Receive the project development team's revised construction drawings from the EOR and combine them with the project supporting documents to create the as-built document package.
3. Develop and submit as-built electronic file package consisting of construction drawings and supporting documents including, but not limited to, the following:
  - Construction drawings;
  - Supporting calculations;
  - Construction specifications;
  - Inspection records;
  - Special inspection records; and
  - Worker safety records, etc.
4. Submit one copy to the CEC and one copy to the Project Owner of all volumes of the as built document package on CD-ROM, DVDs or USB memory stick, saved in Adobe Acrobat® .pdf file format, and organized by COC section:
  - General - GEN;
  - Civil – CIVIL;
  - Structural – STRUC;
  - Mechanical – MECH;
  - Electrical – ELEC; and
  - Transmission Systems Engineering– TSE.

The DCBO is responsible for verifying the completeness of this package, which should include any additional related facilities<sup>1</sup> within the CEC's jurisdiction that are not included in the six facility design elements above.

**Deliverables:**

Within 90 days of construction completion, the DCBO shall provide to the CPM, electronic copies of the approved plans, specifications, calculations, marked-up as-builts, and other relevant submittals, in the form of DVDs, compact discs or a USB memory stick, including an executed Certificate of Occupancy.

---

<sup>1</sup> Cal. Code Regs. tit. 20, §1201(r)  
4/14/2021

STATE OF CALIFORNIA

STATE ENERGY RESOURCES  
CONSERVATION AND DEVELOPMENT COMMISSION

RESOLUTION - RE: TRB AND ASSOCIATES, 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 800-20-004 with TRB and Associates, Inc. for a \$0 contract to provide Delegate Chief Building Official (DCBO) services for the SEGS VIII and IX (88-AFC-01 and 89- AFC-01) regarding the construction of a Battery Energy Storage System (BESS). TRB and Associates, Inc. will carry out BESS construction plan review and the inspection of the construction activities to ensure compliance with reasonable construction practices and safety requirements on behalf of the CEC. TRB and Associates, Inc. will be compensated by Terra-Gen, the project owner of the SEGS VIII and IX; 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 April 14, 2021.

AYE:

NAY:

ABSENT:

ABSTAIN:

---

Patricia Carlos  
Secretariat