



STATE OF CALIFORNIA

**CONTRACT REQUEST FORM (CRF)**

CEC-94 (Revised 12/2019)

CALIFORNIA ENERGY COMMISSION

**A) New Agreement # 600-20-011 (to be completed by CGL office)**

<b>B) Division</b>	<b>Agreement Manager:</b>	<b>MS-</b>	<b>Phone</b>
FTD	Sharon Purewal	6	916-897-3616

<b>C) Contractor's Legal Name</b>	<b>Federal ID Number</b>
Electric Transportation Community Development Corporation	83-4007876

<b>D) Title of Project</b>
Electric Vehicle (EV) Strike Force Membership

**E) Term and Amount**

<b>Start Date</b>	<b>End Date</b>	<b>Amount</b>
6/9/2021	12/31/2022	\$ 18,000

**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 6/9/2021 ☒ Consent ☐ Discussion

Business Meeting Presenter Time Needed: 5 minutes

Please select one list serve. Altfuels (AB118- ARFVTP)

**Agenda Item Subject and Description:****Electric Transportation Community Development Corporation.**

Proposed resolution approving Agreement 600-20-011 with the Electric Transportation Community Development Corporation for an \$18,000 contract which provides the CEC membership in the electric vehicle (EV) Strike Force for 2021 and 2022. The EV Strike Force comprises leaders from industry, academia, labor, and equity groups in coordination with public sector stakeholders. Membership provides a forum for the CEC to participate in member meetings, working groups, workshops, briefings, and other events to build common ground between stakeholders and inform policy development to advance accessible, equitable, and affordable electric vehicle infrastructure in California. (Clean Transportation Program funding) 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 agreement is for a membership with the Electric Transportation Community Development Corporation, a California nonprofit organization. This will involve no physical work or construction. Membership benefits include participation in discussions to raise public awareness and promote the benefits of driving electric cars.

**CONTRACT REQUEST FORM (CRF)****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**H) List all subcontractors (major and minor) and equipment vendors:** (attach additional sheets as necessary)

Legal Company Name:	Budget
	\$

**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	18/19	600.118H	\$5,048
ARFVTP	20/21	600.118J	\$12,952

R&amp;D Program Area:

TOTAL:

\$18,000

Explanation for "Other" selection

Reimbursement Contract #: Federal Agreement #:

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

Name: Ugonne Okugo

Address: 1015 K Street, Suite 200

City, State, Zip: Sacramento, CA  
95814

Phone: (916) 397-4022

E-Mail: ugonne@caletc.com

**2. Contractor's Project Manager**

Name: Ugonne Okugo

Address: 1015 K Street, Suite 200

City, State, Zip: Sacramento, CA  
95814



STATE OF CALIFORNIA

## CONTRACT REQUEST FORM (CRF)

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CALIFORNIA ENERGY COMMISSION

Phone: (916) 397-4022

E-Mail: [ugonne@caletc.com](mailto:ugonne@caletc.com)

### 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:

### P) Payment Method

1. ☒ Reimbursement in arrears based on:
  - ☐ Itemized Monthly ☐ Itemized Quarterly ☐ Flat Rate ☐ One-time
2. ☐ Advanced Payment
3. ☒ Other, explain: \$18,000 paid in two \$9,000 invoices – the first installment in calendar year 2021 and the second installment in calendar year 2022 contingent upon the receipt of valid invoices.

**CONTRACT REQUEST FORM (CRF)****Q) Retention**Is Agreement subject to retention? ☒ No ☐ YesIf 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:\$ DVBE %:
  - a. ☐ Contractor is Certified DVBE
  - b. ☐ Contractor is Subcontracting with a DVBE:
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 N/A
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"/> N/A | <input checked="" type="checkbox"/> Attached |

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**Agreement Manager**

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**Date**

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**Office Manager**

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**Date**

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**Deputy Director**

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**Date**

## **EXHIBIT A**

### **Scope of Work**

#### **PURPOSE:**

The purpose of this agreement is to fund the California Energy Commission's (CEC) two-year membership for calendar years 2021 and 2022 in the Electric Vehicle (EV) Strike Force through the Electric Transportation Community Development Corporation (ET Community), a California nonprofit organization.

#### **BACKGROUND:**

The EV Strike Force was formed to advance public and private sector programs and policies that result in the build-out of the charging infrastructure necessary to support battery-electric vehicles as part of California's transition to zero-emission transportation over the next decade and beyond. As the Strike Force acts, it will do so intentionally to advance accessible equitable and affordable EV infrastructure for all.

To keep this movement going, CEC's membership will contribute to efforts to help advance public and private sector programs and policies that result in the build-out of the charging infrastructure necessary to support California's electric vehicle transition over the next decade and beyond. Thus, it is critical that the CEC contribute its expertise and energy to this effort. The EV Strike Force's mission is consistent with California's energy and environmental policies.

#### **SCOPE OF WORK:**

ET Community will provide the CEC with membership in the EV Strike Force, which includes input and involvement in the following:

- Establishing high-level charging infrastructure goals for 2030.
- Ensuring adequate and reliable financing and funding to achieve equitable EV infrastructure goals.
- Overseeing the analysis of jobs creation potential resulting from the build-out of charging infrastructure to support the equitable transition to a zero-emission mobility future.
- Defining "equity" in the context of the Strike Force effort.
- Developing strategies to ensure that charging infrastructure is accessible to all Californians and that infrastructure build out promotes equity and provides economic and jobs benefits to priority communities, e.g., those most impacted by transportation related pollution, poverty, under or unemployment, racism and/or other disproportionately adverse impacts.

STATE OF CALIFORNIA

STATE ENERGY RESOURCES  
CONSERVATION AND DEVELOPMENT COMMISSION

RESOLUTION - RE: ELECTRIC TRANSPORTATION COMMUNITY DEVELOPMENT CORPORATION

**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 600-20-011 with the Electric Transportation Community Development Corporation for an \$18,000 contract which provides the CEC membership in the electric vehicle (EV) Strike Force for 2021 and 2022. The EV Strike Force comprises leaders from industry, academia, labor, and equity groups in coordination with public sector stakeholders. Membership provides a forum for the CEC to participate in member meetings, working groups, workshops, briefings, and other events to build common ground between stakeholders and inform policy development to advance accessible, equitable, and affordable electric vehicle infrastructure in California; 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 June 9, 2021.

AYE:

NAY:

ABSENT:

ABSTAIN:

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Patricia Carlos  
Secretariat