



STATE OF CALIFORNIA

CONTRACT REQUEST FORM (CRF)

CEC-94 (Revised 12/2019)

CALIFORNIA ENERGY COMMISSION

A) New Agreement #RMB600-20-007 (to be completed by CGL office)

B) Division	Agreement Manager:	MS-	Phone
600 Fuels and Transportation Division	Larry Rillera	6	916-903-4295

C) Contractor's Legal Name	Federal ID #
California Air Resources Board	68-0288069

D) Title of Project
IDEAL ZEV Workforce Pilot

E) Term and Amount

Start Date	End Date	Amount
6 / 09 / 2021	12 / 30 / 2024	\$ 1,000,000

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 06 / 09 / 2021 ☐ Consent ☒ Discussion

Business Meeting Presenter Larry Rillera Time Needed: 5 minutes

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

Agenda Item Subject and Description:

CALIFORNIA AIR RESOURCES BOARD. Proposed resolution approving Agreement RMB600-20-007 for CARB to provide \$1,000,000 to the CEC for a solicitation for ZEV workforce training and development in underrepresented communities and adopting staff's determination that this action is exempt from CEQA. (Clean Transportation Program funding) Contact: Larry Rillera (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 .

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: 15301, 15306, and 15322.

☒ Common Sense Exemption. 14 CCR 15061 (b) (3) Explain reason why Agreement is exempt under the above section: This project will provide funding for projects that involve research and planning, basic data collection, and workforce program activities. Specifically, this Agreement will fund project(s) that will: (1) conduct analysis through feedback about workforce needs in priority areas for clean transportation; (2) conduct workforce training and development



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through digital, in-person, and hybrid platforms; (3) training opportunities; and (4) collect data and conduct data analysis.

This project is exempt under 14 CCR 15061(b)(3), the common sense exemption, because it can be seen with certainty that there is no possibility that the project may have a significant effect on the environment.

Project is exempt under 15 CCR 15301 as the project activities described above consist of the operation and/or minor alteration of existing educational and training facilities which will involve no expansion of use. Project is exempt under 14 CCR 15306 as the project activities described above include basic data collection from educational and training providers, stakeholders, and participants that will not result in a serious or major disturbance to an environmental resource. Project is also exempt under 14 CCR 15322 as the project activities described above include the adoption and/or alteration of educational or training programs which will involve no physical alterations or physical changes only in the interior of existing school or training structures.

Further, none of the exceptions to exemptions listed in CEQA Guidelines section 15300.2 apply to this project because there is no cumulative impact of successive projects, no unusual circumstances, no impacts to scenic resources, no hazardous waste involved in the project, and no impact to historical resources.

- 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



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Funding Source	Funding Year of Appropriation	Budget List Number	Amount
ARFVTP	FY 19-20	Reimbursement	\$1,000,000
ARFVTP			\$
Funding Source			\$
Funding Source			\$
Funding Source			\$

R&D Program Area: Select Program Area TOTAL: \$1,000,000

Explanation for "Other" selection

Reimbursement Contract #:

Federal Agreement #:

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

Name: Ashley Georgiou

Address: 1001 I St., 20th Floor

City, State, Zip: Sacramento, CA
95814

Phone: 909-921-7072

E-Mail: Ashley.Georgiou@arb.ca.gov

2. Contractor's Project Manager

Name: Ashley Georgiou

Address: 1001 I St., 20th Floor

City, State, Zip: Sacramento, CA
95814

Phone: 909-921-7072

E-Mail: Ashley.Georgiou@arb.ca.gov

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 Interagency**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**



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- ☒ 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:

N/A

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

N/A

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

Contract term exceeding three (3) years is necessary as contract will involve several time intensive tasks including grant solicitation, project grant awards, and project reporting requirements including multi-agency, public, and grantee participation.

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 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
CARB IA
RMB600-20-007 (CARB Agreement
20MSC008)**

TASK LIST

Task #	Task Name
1	Transfer Greenhouse Reduction Fund Monies to the CEC
2	Solicitation
3	Kick-Off Meeting for the Interagency Agreement
4	Kick-Off Meetings for Project Agreements
5	Project Management
6	Quarterly Meetings
7	Close-Out

ACRONYMS/GLOSSARY

Specific acronyms and terms used throughout this scope of work are defined as follows:

Acronym	Definition
CARB	California Air Resources Board
CCI	California Climate Investments
Contractor	California Energy Commission
CEC	California Energy Commission
GGRF	Greenhouse Gas Reduction Fund
IA	Interagency Agreement
Recipient	Awardee(s) of Solicitation grants
Solicitation	IDEAL Zero-Emission Vehicle Workforce competitive grant solicitation
ZEV	Zero-Emission Vehicle

Background

As California scales growth from a fossil fuel-based economy to a zero-emissions world, preparation of a trained and skilled workforce is critical. Delivering the results of improved air quality requires strategic investments in workforce training and development across all regions of the state. This is even more crucial in disadvantaged communities, low-income communities, and other areas where vulnerable populations

suffer environmental and economic burdens as is clear especially during the current pandemic.

The California Air Resources Board (CARB) and the California Energy Commission (CEC) work together to foster adoption of zero-emission vehicle (ZEV) technologies through our respective agency programs and in joint collaborative efforts. This Interagency Agreement (IA) seeks to transfer CARB Greenhouse Gas Reduction Fund (GGRF) funding to the CEC for the purpose of reimbursing Recipient(s) as a result of a workforce training and development solicitation issued by the CEC. It is also reflective of CARB and CEC's efforts to expand and deepen their partnership on clean transportation initiatives, including incentives, in pursuit of joint climate, equity, and air quality goals.

CARB's 2018 California Climate Investment Funding Guidelines signal the importance of transitioning to a more sustainable workforce and suggest leveraging existing workforce infrastructure as one mechanism to achieve this goal. CARB's 2018 Senate Bill 350 (De León, Chapter 547, Statutes of 2015) Barriers Report includes priority recommendations to maximize opportunities and benefits from investments in clean transportation and mobility projects by expanding workforce training and development for low-income and disadvantaged communities, including: expand access to vocational training, pre-apprenticeship, and apprenticeship programs, and track progress of clean transportation and mobility workforce goals.

Assembly Bill (AB) 118 (Núñez, Chapter 750, Statutes of 2007), created the Clean Transportation Program (formerly known as the Alternative and Renewable Fuel and Vehicle Technology Program). The statute authorizes the CEC to develop and deploy alternative and renewable fuels and advanced transportation technologies to help attain the state's climate change policies. AB 8 (Perea, Chapter 401, Statutes of 2013) reauthorized the Clean Transportation Program to January 1, 2024, and specified that CEC allocate up to \$20 million per year (not to exceed 20 percent of each fiscal year's appropriated funds) in funding for hydrogen station development until at least 100 stations are operational. The Clean Transportation Program has an annual budget of approximately \$100 million and provides financial support for projects that:

- Reduce California's use and dependence on petroleum transportation fuels and increase the use of alternative and renewable fuels and advanced vehicle technologies.
- Produce sustainable alternative and renewable low-carbon fuels in California.
- Expand alternative fueling infrastructure and fueling stations.
- Improve the efficiency, performance and market viability of alternative light-, medium, and heavy-duty vehicle technologies.
- Retrofit medium- and heavy-duty on-road and non-road vehicle fleets to alternative technologies or fuel use.
- Expand the alternative fueling infrastructure available to existing fleets, public transit, and transportation corridors.

- Establish workforce training programs and conduct public outreach on the benefits of alternative transportation fuels and vehicle technologies.

This IA will support CARB's efforts to expand clean transportation education and awareness, and will fund projects that accelerate workforce support of advanced transportation technologies including supporting innovative strategies to address the biggest gaps in clean transportation training and mobility access in underserved communities.

Goals

The goals of this IA are to utilize GGRF funding received from CARB to support eligible projects awarded under the workforce solicitation and work towards achievement of equitable outcomes in underserved communities.

Objectives

The objectives of this IA are to:

- Leverage the expertise, knowledge, and partnerships of the CEC's Clean Transportation Program for a workforce solicitation.
- Work collaboratively to develop a solicitation for workforce training and development that is equity-based and provides access and career pathways to workforce training and development for ZEV-related markets.
- Leverage and utilize CARB's GGRF funding to pursue collective equity goals of expanding workforce and career development projects in underserved communities, maximizing workforce and economic benefits, skills training, job pathway development, and enabling options for individual economic recovery.
- Increase CARB's workforce knowledge and internal capacity to address key workforce barriers as they relate to air quality, climate, and equity goals.

Tasks

Task 1: Transfer GGRF Monies to the CEC

The goal of this task is to transfer CARB GGRF monies to the CEC for the implementation and support of a workforce training and development solicitation. CARB will transfer funds to CEC after execution of this IA and upon receipt of an invoice. CEC has received Department of Finance approval to use these funds for CEC's Clean Transportation Program.

CEC shall:

- Develop an invoice and submit to CARB via email to request GGRF funds to support the workforce solicitation, once the IA is fully signed and executed.
- Provide confirmation of the receipt of transferred funds by submitting an email to CARB.

CARB shall:

- Upon receipt of CEC's invoice, transfer GGRF funding to CEC for the purposes specified in this IA.

Deliverables:

- Invoice from CEC to CARB to request GGRF funds.
- CEC confirmation email to CARB of funding receipt.

Task 2: Solicitation

The goals of this task is for the CEC to issue and administer a workforce training and development solicitation and for a CARB staff person to participate in the solicitation process as described below.

CEC shall:

- Develop and issue a workforce training and development solicitation pursuant to CEC solicitation and Clean Transportation Program requirements.
- Only be required to include CARB GGRF refunding requirements specifically required by this Scope of Work in the solicitation and resulting grant agreements.
- Not be required to develop or issue any guidelines under this IA.
- Notify CARB via email once solicitation is released.
- Provide CARB with CEC conflicts, scoring, and scheduling requirements, including forms required of all application evaluation participants, such as a Conflicts of Interest Form (CEC-105), to screen for potential conflicts before CARB application evaluation participation begins.
- Evaluate and score eligible applications received under the solicitation pursuant to solicitation requirements.
- Notify CARB via email upon release of a Notice of Proposed Awards (NOPA) and include the link to publicly available materials.
- Post a NOPA to notify the public of proposed solicitation results.
- Convene and conduct debrief meetings at the request of applicants.
- Prepare and present recommended project grant agreements for approval at a CEC Business Meeting.
- Notify CARB if an applicant identifies a conflict of interest as described in the solicitation
- Work collaboratively with CARB to address any potential conflict of interest issues identified.
- Maintain the ability to fund, using Clean Transportation Program or other CEC funds, any proposed project for an award that has an identified conflict of interest as described in the solicitation related to or impacting CARB.
- Include the following language in the solicitation:
 - Screening criteria (pass/fail):

The Applicant does not have a conflict of interest preventing the ability of the Applicant to fulfill the duties of the proposed project.

Applications that fail this screening criteria may be disqualified and eliminated from further evaluation. The CEC and CARB may consider the nature and extent

of any conflict of interest in applying this screening criteria to disqualify an application.

- Application requirements:

Conflict of Interest Declaration

Applicants must disclose any conflict of interest with their ability to fulfill the duties of the proposed project. Summarize your organization's or any subcontractor's (as identified in this application) current, ongoing, or pending direct or indirect interest, which poses an actual, apparent, or potential conflict of interest with your ability to fulfill the duties of the proposed project. These may include but are not limited to financial arrangements or interests. If to your knowledge your organization and any subcontractors do not have an actual, apparent, or potential conflict of interest with your ability to fulfill the duties of the proposed project, then so state in the declaration.

CARB shall:

- Assign a CARB staff person to participate on the application Evaluation Committee and score projects pursuant to CEC solicitation requirements.
- Assign a CARB staff person, if desired, to shadow the CARB scorer for training purposes. This person will score projects, but their scores will not be used as part of the formal Evaluation Committee scoring).
- CARB scorer and shadow shall comply with all necessary CEC conflicts, scoring, and scheduling requirements, including completing any forms required of all evaluation participants, such as a Conflicts of Interest Form (CEC-105), to screen for potential conflicts and potentially recuse themselves as needed before participation begins.
- Attend and participate in all applicant debrief meetings.
- Notify CEC if an applicant identifies a conflict of interest as described in the solicitation.
- Work collaboratively with CEC to address any potential conflict of interest issues identified.
- Have the ability to direct that CARB funds not be used for a proposed project that has an identified conflict of interest as described in the solicitation related to or impacting CARB.

Deliverables:

- Solicitation.
- CEC email notifications to CARB.

Task 3: Kick-Off Meeting for the IA

The goal of this task is for CEC to coordinate and conduct a kick-off meeting with CARB for this IA.

CEC shall:

- Schedule, prepare, and notify CARB of a kick-off meeting for this IA to discuss implementation of this IA, the status of the solicitation, and to provide an updated schedule of deliverables through the term of the IA.
- Work with CARB on a kick-off meeting agenda for this IA and provide via email in advance of the meeting.

CARB shall:

- Include key staff and management in the kick-off meeting for this IA based on the agreed agenda.

Deliverables:

- Updated schedule of deliverables.
- Kick-off meeting agenda.

Task 4: Kick-Off Meetings for Project Agreements

The goals of this task are to coordinate and conduct project agreement kick-off meetings with Recipients awarded funding under the solicitation, and to coordinate with CARB to allow for project kick-off meeting attendance.

CEC shall:

- Schedule, prepare, and coordinate with CARB all project kick-off meetings for each Recipient receiving funding, including providing agendas and critical project information to be discussed.
- Notify CARB via email when project kick-off meetings are scheduled.

CARB shall:

- Attend project kick-off meetings for Recipients receiving funding.

Deliverables:

- Project kick-off meeting agendas.
- Email notifications to CARB

Task 5: Project Management

The goal of this task is to provide CARB with administrative and fiscal information related to projects funded under this IA. CARB and CEC understand and agree that any and all grant recipient information and reporting requirements must be included in their corresponding grant agreements and that CEC shall only be required to collect and report information as specifically required by this Scope of Work.

CEC shall:

- Provide CARB copies of all executed grant agreements under this IA.
- Notify CARB of any requested changes to grant agreements.
- Upon CARB's request, provide copies of invoices, progress reports, and notes from any Critical Project Review (CPR) meetings conducted, and other relevant and available information for agreements under this IA. This shall include existing information or information already required under the grant agreements; CEC

shall not be required to create or produce any custom products to comply with this task.

- Provide CARB with the following information:
 - Number of CEC and grantee (if applicable) conducted community engagement events and participants (for both remote or in-person meetings).
 - Description of other community engagement strategies employed by CEC for the solicitation
 - Project dollar amount for each project award
 - Physical address of awarded grantee(s)
- Include the following information collection requirements in grant agreements, but not treat as a condition for receipt of grant funding or make subject to approval by CARB:
 - Description of the top 2-3 categories of activities to be conducted as part of the project (e.g. training, curriculum development)
 - Estimate of the percentage of funding going to each category of activities above. These are informational only and will not be treated as a grant requirement.
 - Levels of community engagement (e.g., number of events held, number of participants): this information can be collected towards the end of project as part of the grantee Final Report or other applicable product as appropriate. Outreach plans will not be required of grantees to satisfy information collection requirements.
 - Job outcomes associated with the project, including training hours and credentials earned if funded by the project.
 - Location(s) of ZEV infrastructure associated with the project, if applicable.

CARB shall:

- Complete any necessary CCI reports and records.
- Run the CCI jobs modeling tool to predict the number of direct, indirect, and induced jobs supported by funded projects, and coordinate with CEC on outcomes.

Deliverables:

- Executed grant agreements and copies of project information for CARB.
- Notification of requests for grant agreement changes to CARB.

Task 6: Quarterly Meetings

The goal of this task is to provide a forum for CEC to provide periodic updates to CARB on this IA and the project(s) funded under this IA.

CEC shall:

- Schedule quarterly meetings with CARB thirty days following the end of each calendar quarter during the approved term of this IA.

- Prepare and develop an agenda for quarterly meetings in coordination with CARB, and notify CARB via email of meeting dates and times.

CARB shall:

- Coordinate with CEC on an agenda for quarterly meetings and desired attendance.

Deliverables:

- Quarterly meeting agendas to CARB.

Task 7: Close-Out

The goal of this task is to close-out the IA.

CEC shall:

- Upon request, provide CARB copies of CEC approved Project Final Reports for projects receiving funds under this IA.
- Schedule and coordinate a close-out meeting to discuss the Final Report with CARB.
- Present key findings, lessons learned, and recommendations for future workforce partnership opportunities with CARB at the close-out meeting.

CARB shall:

- Coordinate closely with CEC to ensure all CCI reporting requirements and associated deliverables have been met prior to project close-out.
- Work with CEC to formulate key takeaways and priority items for discussion in the close-out meeting.

Deliverables:

- Close-out meeting agenda to CARB.
- Project final reports to CARB upon request.

STATE OF CALIFORNIA

STATE ENERGY RESOURCES
CONSERVATION AND DEVELOPMENT COMMISSION

RESOLUTION - RE: CALIFORNIA AIR RESOURCES BOARD (CARB)

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 RMB600-20-007 for CARB to provide \$1,000,000 to the CEC for a solicitation for ZEV workforce training and development in underrepresented communities; 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:

Patricia Carlos
Secretariat