STATE OF CALIFORNIA

CONTRACT REQUEST FORM (CRF) CEC-94 (Revised 12/2019)

CALIFORNIA ENERGY COMMISSION

Federal ID #

94-2951741

A) New Agreement # 150 - 22 - 005 (to be completed by CGL office)

B) Division	Agreement Manager:	MS-	Phone
150 Office of the Executive Director	Veronica Olvera	8	916-897-3803

C) Contractor's Legal Name

Department of Energy - Lawrence Berkeley National Laboratory

D) Title of Project

Appliance Efficiency Enforcement Testing

E) Term and Amount

Start Date	End Date	Amount
10 / 1 / 2022	9 / 30 / 2025	\$ 225,000

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 9 / 14 / 2022 Consent Discussion

Business Meeting Presenter Veronica Olvera Time Needed: N/A

Please select one list serve. Efficiency

Agenda Item Subject and Description:

Proposed resolution approving Agreement 150-22-002 with the DOE-Lawrence Berkeley National Laboratory for a \$225,000 contract to purchase and test appliances to determine compliance with energy efficiency regulations contained in California Code of Regulations, title 20, sections 1601-1609. Section 1608(d) requires the CEC to periodically test appliances sold in California to determine compliance with reported appliance efficiency performance, marking, and design standards. Testing results are used to support enforcement actions and general data collection purposes. (AEES Funding) Contact: Veronica Olvera

G) California Environmental Quality Act (CEQA) Compliance

1. Is Agreement considered a "Project" under CEQA?

Yes (skip to question 2) \boxtimes 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 contract involves only the testing of appliances in an existing laboratory setting. The laboratory already has an established facility and the equipment necessary for testing. Furthermore, the laboratory already regularly does the same type of appliance testing for the DOE as is covered under this contract.

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)



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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
AEES	2021-22	100.151	\$75,000
AEES	2021-22	100.151	\$75.000
AEES	2024-25	100.151	\$75,000
Funding Source			\$
Fundina Source			\$

R&D Program Area: N/A TOTAL: \$225,000

Explanation for "Other" selection

Reimbursement Contract #: Federal Agreement #:

K) Contractor's Contact Information

1. Contractor's Administrator/Officer

> Name: Joanna Santoro Address: 1 Cyclotron Road, 090-1050A City, State, Zip: Berkeley, CA 94720 Phone: (510) 486-6824 E-Mail: <u>JLSantoro@lbl.gov</u>

2. Contractor's Project Manager

Name: Thomas Burke Address: 1 Cyclotron Road, MS 90R4000 City, State, Zip: Berkeley, CA 94720

Phone: (440) 478-7452

E-Mail: taburke@lbl.gov



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L)	Sel	ection	Process	Used

Solicitation Select Type Solicitation #: - - # of Bids: Low Bid 🗌 No 🗌 Yes

Non Competitive Bid (Attach DGS-GSPD-09-007 <u>https://www.dgs.ca.gov/PD/Forms</u>)

Exempt Other Governmental Entity

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

x 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:

In order to perform the work under this contract, contractor must have expertise and experience with the testing procedures required for the appliances listed within the contract. In addition, the contractor must have access to appropriate testing facilities and equipment needed to successfully perform the appliance testing. This is not available through the civil service system. However, Lawrence Berkeley National Laboratory, the proposed contractor, has the necessary expertise and experience in relevant appliances testing procedures and access to the appropriate testing facilities and equipment.

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

If Yes, Will retention be released prior to Agreement termination?

R) Justification of Rates

Rates are consistent with industry standards for laboratories performing similar work.



3.

a.

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S) Disabled Veteran Business Enterprise Program (DVBE)

- 2 1. Exempt (Interagency/Other Government Entity)
 - 2. ____ Meets DVBE Requirements DVBE Amount:\$ 0 DVBE %:
 - Contractor is Certified DVBE
 - b. Contractor is Subcontracting with a DVBE: Name of DVBE Company

 \boxtimes

N/A N/A

- 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?
- 2. Is the Contractor providing confidential information?
- 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? \Box No \boxtimes Yes

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

- 1. Exhibit A, Scope of Work
- 2. Exhibit B, Budget Detail
- 3. DGS-GSPD-09-007, NCB Request
- 4. CEC 95, DVBE Exemption Request
- 5. CEQA Documentation
- 6. Resumes
- 7. CEC 105, Questionnaire for Identifying Conflicts

Veronica Olvera 8/5/2022	
Agreement Manager	Date
Maunee Berenstein	8/5/2022
Office Manager	Date
Maunee Berenstein	8/5/2022
Deputy Director	Date

N/A Attached N/A Attached N/A Attached N/A Attached

 \square No \square Yes

- Attached
- Attached

Exhibit A SCOPE OF WORK

TASK LIST

Task #	Task Name
1	Administration
2	Acquisition and Purchase of Appliances
3	Testing of Appliances
4	Delivery of Tested Appliances

Background/Problem Statement

The Appliance Energy Efficiency Program is designed to increase the energy efficiency of appliances sold or offered for sale to California consumers and businesses. Under Public Resources Code Section 25402(c)(1), the California Energy Commission (CEC) is directed to develop, implement, and enforce standards that require either appropriate minimum efficiencies or maximum energy consumption allowances for each category of affected appliance.

Title 20, California Code of Regulations Section 1608(d) of the Appliance Efficiency Regulations requires the CEC to periodically inspect appliances sold or offered for sale in the State, to determine whether they conform with energy and water efficiency standards, design standards, and applicable marking (labeling) requirements.

Section 1608(e) of the Appliance Efficiency Regulations requires the CEC to conduct enforcement testing to ensure that appliances sold or offered for sale in California comply with the standards.

Section 1609 allows the CEC to collect monetary penalties for violations of the appliance efficiency regulations. Testing results are used as the basis for the CEC taking enforcement action against non-complying manufacturers and sellers and collecting penalties.

Goals and Objectives of the Agreement

The Contractor shall purchase appliances as directed by the Commission Agreement Manager (CAM), inspect them, prepare the test space for testing, perform energy or water efficiency testing by following the applicable test method, and generate a test report documenting the findings. No later than the completion of the contract, tested appliances shall be delivered to a local facility in Sacramento, California as directed by the CEC. The Contractor shall ensure the proper protocols are being followed to demonstrate consistent, accurate, repeatable testing.

The contractor shall also be available, including, but not limited to attending meetings in

person and by phone to address technical testing concerns, reviewing and commenting on new or proposed appliance regulations, observing testing at remote locations (including other labs), and reviewing test reports as needed.

FORMAT/REPORTING REQUIREMENTS

Deliverables/Reports

When creating reports, the Contractor shall use and follow, unless otherwise instructed in writing by the CAM, the latest version of the Consultant Reports Style Manual published on the CEC's web site:

https://www.energy.ca.gov/funding-opportunities/funding-resources/formattingreports-and-writing-style-consultants-california

Each final deliverable shall be delivered as one original, reproducible, 8 $\frac{1}{2}$ " by 11", camera-ready master in black ink. Illustrations and graphs shall be sized to fit an 8 $\frac{1}{2}$ " by 11" page and readable if printed in black and white.

Electronic File Format

The Contractor shall deliver an electronic copy (CD ROM or memory stick or as otherwise specified by the CAM) of the full text in a compatible version of Microsoft Word (.doc).

The following describes the accepted formats of electronic data and documents provided to the CEC as contract deliverables and establishes the computer platforms, operating systems and software versions that will be required to review and approve all software deliverables.

- Data sets shall be in Microsoft (MS) Access or MS Excel file format.
- PC-based text documents shall be in MS Word file format.
- Documents intended for public distribution shall be in PDF file format, with the native file format provided as well.
- Project management documents shall be in MS Project file format.

TASK 1: ADMINISTRATION

Task 1.1 Kick-off Meeting

The goal of this task is to establish the lines of communication and procedures for implementing this Agreement.

The Contractor shall:

• Attend a "kick-off" meeting with the CAM and the Commission Agreement Officer (CAO). If the contractor is located in Northern California, the kick-off meeting shall be held at the CEC offices at 715 P Street, Sacramento, CA or be held via Microsoft Teams or telephone conference call. If the contractor is located in Central or Southern California, the kick-off meeting will be held via Microsoft Teams or telephone conference call. The date, time and location of the kick-off meeting shall be scheduled by the CAM. The purpose of the meeting will be to discuss the tasks in the Scope of Work and the administrative requirements of the Agreement. The Contractor shall include their Project Manager, Contracts Administrator, Accounting Officer, and others designated by the CAM in this meeting. The administrative and technical aspects of this Agreement will be discussed at the meeting.

• If necessary, prepare an updated Schedule of Deliverables based on the decisions made in the kick-off meeting.

The CAM shall:

- Arrange the meeting including scheduling the date and time.
- Prior to the kick-off meeting, provide an agenda to all potential meeting participants.

Deliverables:

• An Updated Schedule of Deliverables (if applicable)

Task 1.2 Invoices

The Contractor shall:

 Prepare invoices for all reimbursable expenses incurred performing work under this Agreement in compliance with the Terms and Conditions of the Agreement. Invoices shall be submitted consistent with the frequency of progress reports. Invoices must be submitted to the CEC's Accounting Office.

Deliverables:

• Invoices

Task 1.3 Manage Subcontractors

The goal of this task is to ensure quality products, to enforce subcontractor Agreement provisions, and, in the event of failure of the subcontractor to satisfactorily perform services, recommend solution to resolve the problem.

The Contractor shall:

Manage and coordinate subcontractor activities. The Contractor is
responsible for the quality of all subcontractor work and the CEC will assign
all work to the Contractor. If the Contractor decides to add new
subcontractors, they shall 1) comply with the terms and conditions of the
contract, and 2) notify the CAM who will follow the CEC's process for adding

or replacing subcontractors.

Deliverables:

• Email notification when new subcontractors are added.

Task 1.4 Progress Reports

The goal of this task is to periodically verify that satisfactory and continued progress is made towards achieving the objectives of this Agreement.

The Contractor shall:

 Prepare progress reports which summarize all Agreement activities conducted by the Contractor for the reporting period, including an assessment of the ability to complete the Agreement within the current budget and any anticipated cost overruns. Each progress report is due to the CAM within 15 calendar days after the end of the reporting period. The CAM will provide the format for the progress reports.

Deliverables:

- Monthly Progress Reports (when work is performed)
- Quarterly Progress Reports (when no work is performed for three months)

Task 1.5 Final Report

The goal of this task is to prepare a comprehensive written Final Report that describes the original purpose, approach, results and conclusions of the work completed under this Agreement. The Final Report shall be prepared in language easily understood by the public or layperson with a limited technical background.

The Final Report must be completed before the termination date of the Agreement in accordance with the Schedule of Deliverables.

The Final Report shall be a public document. If the Contractor has obtained confidential status from the CEC and will be preparing both a public and a confidential version of the Final Report, the Contractor shall perform the following subtasks for both the public and confidential versions of the Final Report.

Task 1.5.1 Final Report Outline

The Contractor shall:

- Prepare and submit a draft outline of the Final Report for review and approval.
- Once the CAM provides written comments to the Contractor on the draft outline, the Contractor shall review the comments and discuss any issues

with the recommended changes with the CAM.

• Prepare and submit the final outline of the Final Report, incorporating CAM comments.

The CAM shall:

• Review the draft outline of the Final Report and provide written comments to the Contractor or let the Contractor know if there are no comments.

Deliverables:

- Draft Outline of the Final Report
- Final Outline of the Final Report

Task 1.5.2 Final Report

The Contractor shall:

- Prepare the draft Final Report for this Agreement in accordance with the approved outline and submit to the CAM for review and comment.
- Once the CAM provides written comments to the Contractor, the Contractor shall review the comments and discuss any issues with the recommended changes with the CAM.
- Prepare and submit the Final Report, incorporating CAM comments.

The CAM shall:

• Review the draft Final Report and provide written comments to the Contractor or let the Contractor know if there are no comments

Deliverables:

- Draft Final Report
- Final Report

Task 1.6 Final Meeting

The goal of this task is to discuss closeout of this Agreement and review the project.

The Contractor shall:

Meet with CEC staff prior to the term end date of this Agreement. The meeting
will be held in Sacramento, California, and the CAM will designate the specific
location, or may be held via Microsoft Teams or by conference call. This
meeting will be attended by the Contractor Project Manager and the CAM. The
CAM will determine any additional appropriate meeting participants. The
administrative and technical aspects of Agreement closeout will be discussed

at the meeting.

- Present findings, conclusions, and recommended next steps (if any) for the Agreement, based on the information included in the Final Report.
- Prepare a written document of meeting agreements and unresolved activities.
- Prepare a schedule for completing the closeout activities for this Agreement, based on determinations made within the meeting.

The CAM shall:

• Arrange the meeting including scheduling the date and time.

Deliverables:

• Schedule for completing closeout activities

TASK 2: ACQUISITION AND PURCHASE OF APPLIANCES

The goal of this task is to locate and purchase appliances from the following list for testing:

Appliance Category
Commercial Refrigerators/Freezers/Refrigerator-freezers
Miscellaneous Refrigeration i.e. Wine Chillers
Computer Room Air-Cooled A/C
Computer Room Evaporatively-Cooled A/C
Computer Room Glycol-Cooled A/C
Computer Room Water-Cooled A/C
Consumer Electronics
Evaporative Coolers
Packaged Terminal Air Conditioners
Portable (Spot) Air Conditioners
Portable Electric Spas
Room Air Conditioners
Other Appliances as Directed by CAM ¹

¹The CAM may request the Contractor to purchase and test other appliances that do not appear in this table.

The CAM shall:

• Send an email to the contractor providing the specific details of appliances to be purchased, including appliance type, brand, model number, size/capacity (as appropriate), vendor name, and price details.

The Contractor shall:

- Receive written direction from the CAM about which appliances listed in the table to purchase (not all appliances in the table will actually be purchased).
- Notify the CAM if any appliances requested will also require additional supplies in order to test, and receive approval from CAM before proceeding.
- For all purchases that amount to \$25,000 or less, the contractor shall purchase the approved appliance(s) and any additional laboratory supplies from the designated source within 7 business days of receiving request. For purchases greater than \$25,000, which may occur for purchases of certain types of commercial refrigeration and computer room air conditioners, the contractor shall send a purchase request to its Procurement Department of the approved appliance(s) and any additional laboratory supplies from the designated source within 7 business days of receiving CAM's request. For purchases greater than \$25,000, the actual purchase may take longer than 7 days depending on the price of the appliance(s) and laboratory supplies.
- Send email confirmation to the CAM when requested appliances are purchased. If the CAM's request as specified in the email request cannot be fulfilled without modifications (model, vendor, price, etc.), the Contractor shall send an email to the CAM requesting approval of the modifications and shall include an explanation of why the changes were necessary.
- Track the time, date, and location of the appliance and additional laboratory supplies at all times through a chain of custody form provided by the CAM. These forms shall be up to date and maintained in a binder at all times.
- Store the appliance in a secure location until it is transferred into CEC custody.

Deliverables:

• Purchase confirmation email

TASK 3: TESTING OF APPLIANCES

The goal of this task is to inspect appliances upon receipt, prepare the space to perform testing (including purchase of additional laboratory supplies as necessary), and to test appliances acquired in Task 2 using the specific test methods referenced in the most recent version of the Appliance Efficiency Regulations

https://govt.westlaw.com/calregs/Browse/Home/California/CaliforniaCodeofRegulations ?guid=I8F8F3BC0D44E11DEA95CA4428EC25FA0 to determine performance relative to applicable energy efficiency standards and conformance with design standards (NOTE: The CEC may update 20 CCR 1604 during the course of this contract period). Contractor shall use the most current version of 20 CCR 1604, unless directed by the CAM to use another version of the test method.

The Contractor will work with the CAM to fit requested testing into the chamber schedules. Periodically, the CAM may request testing of appliances not regulated under Title 20.

The Contractor shall:

- Apply to the CEC to be an approved testing laboratory for each of the appliance categories tested under this contract.¹ The application for laboratory approval for each appliance category tested should be submitted by January 1 of each year, and prior to testing a new appliance type. This application process includes compliance with the requirements found in the Appliance Efficiency Regulations, Section 1603(a)(1)-(5) (inclusive), including requirements that the laboratory:
 - has conducted tests using the applicable test method within the previous 12 months²;
 - (2) agrees to and does interpret and apply the applicable test method set forth in Section 1604 precisely as written;
 - (3) has, and keeps properly calibrated and maintained, all equipment, material, and facilities necessary to apply the applicable test method precisely as written;
 - (4) agrees to and does maintain copies of all test reports, and provides any such report to the Executive Director, or designee, on request, for all basic models that are still in commercial production; and
 - (5) agrees to and does allow the Executive Director, or designee, to witness any test of such an appliance on request, up to once per calendar year for each basic model.
- Notify the CAM each time the laboratory approval application is submitted.
- Prepare the testing space to accommodate the specific requirements of the test procedure (including additional laboratory supplies as necessary).
- Perform the appliance testing following the required test method. Should the tested unit's performance be worse than required by standards, a second test of another unit (of the same model) may, or may not, be requested.
- Prepare a test report for each tested unit.³ Test reports must follow any formats indicated within the specific test methods referenced in the Appliance Efficiency Regulation; if no test method format is specified, the test report must include the following information:
 - the test procedure and detailed calculation and test results for each appliance category, including values as appropriate for calculating energy efficiency or energy consumption;
 - (2) the efficiency standards (if applicable) the specific appliance must meet, as referenced in the CEC's Appliance Efficiency Regulations, and include a statement per section 1608 of the California Code of Regulations pertaining to Compliance, Enforcement, and General Administrative Matters regarding the tested unit's performance relative

¹ Before being established as an approved testing laboratory, the contractor will test appliances for research and informational purposes as directed by the CAM.

² Pursuant to Section 1603(a)(1)-(5) of Title 20, California Code of Regulations the testing laboratory is allowed to show compliance with this paragraph by referencing the testing done under this contract as the tests conducted "within the previous 12 months."

³ If two units of the same model are tested, two test reports will be prepared, one for each tested unit.

to the required efficiency standards;

- (3) the design standards (if appropriate) the specific appliance must meet, as referenced in the CEC's Appliance Efficiency Regulations, and include a statement regarding the tested unit's conformance or nonconformance to that standard;
- (4) a statement regarding the tested unit's conformance or nonconformance with all appropriate marking provisions referenced in Section 1607 of the CEC's Appliance Efficiency Regulations;
- (5) a summary page specifying the results of numbers (2)-(4) above for the tested unit, and if the model of the tested unit is listed in the Modernized Appliance Efficiency Database (MAEDbS);
- (6) a printout of the MAEDbS listing (if applicable);
- (7) all details necessary to enable the manufacturer to complete the appropriate CEC appliance data certification form found on the CEC's website at: <u>https://www.energy.ca.gov/rules-and-regulations/applianceefficiency-regulations-title-20/appliance-regulations-certification</u> (NOTE: The CEC may update these forms and instructions during the course of the agreement. Contractor shall use the most recent versions of the forms and instructions.)
- (8) Proof of purchase (including vendor name, purchase price, date, and retail location);
- (9) photos of the tested appliance, its marking or labelling, and packaging;
- (10) any additional information as requested by the CAM.
- Upon written request from the CAM, provide technical support services including, but not limited to: analyzing test reports from other laboratories, providing technical feedback on testing procedures and processes, and observing testing at offsite locations, including contract labs and manufacturer and commercial contract labs.

Deliverables:

- Email confirmation when the laboratory approval application is submitted.
- Test report for each appliance tested within 14 calendar days of completing the test.

TASK 4: DELIVERY OF TESTED APPLIANCES

Contractor shall label and deliver all appliances purchased and tested under this Agreement, as directed by the CAM, to various local facilities:

- 1) Department of General Services (DGS) Warehouse 1700 National Drive, Sacramento, CA 95834
- California Energy Commission
 715 P Street, Sacramento, CA 95814

- Evidence Storage Locker Address to be determined, but will be in Sacramento, California.
- 4) Other locations as directed in writing by the CAM
- 5) The CAM may also pick up items after testing is completed

The Contractor shall:

- If CAM provides written response to the Contractor confirming the tested unit's performance, Contractor shall label the appliance as either a test that did not meet the performance requirements of the applicable standard or the manufacturer certified performance, or a non-certified appliance, or both pursuant to instructions from the CAM.
- Deliver appliances to a location specified by the CAM within 14 calendar days of date of CAM request. Before the end date of the Agreement, the CAM will inform Contractor on the CEC's decision for removal of the appliance. The CAM may also pick up the appliance from the testing location.
- Deliver materials and/or supplies not expended before the end of the contract date, if directed by the CAM.

Deliverables:

- Labels on appliances indicating test performance and/or certification status
- Appliances in CEC custody

STATE OF CALIFORNIA

STATE ENERGY RESOURCES CONSERVATION AND DEVELOPMENT COMMISSION

RESOLUTION: DOE-Lawrence Berkeley National Laboratory

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 150-22-002 with the DOE-Lawrence Berkeley National Laboratory for a \$225,000 contract to purchase and test appliances to determine compliance with energy efficiency regulations contained in California Code of Regulations, title 20, sections 1601-1609. Section 1608(d) requires the CEC to periodically test appliances sold in California to determine compliance with reported appliance efficiency performance, marking, and design standards. Testing results are used to support enforcement actions and general data collection purposes; and

FURTHER BE IT RESOLVED, that the Executive Director or their 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 September 14, 2022.

AYE: NAY: ABSENT: ABSTAIN:

Dated:

Liza Lopez Secretariat