



**California Energy Commission
02-15-2023 Business Meeting
Backup Materials for Agenda Item No 03b:
International Council on Clean Transportation Inc.**

The following backup materials for the above-referenced agenda item are available in this PDF packet as listed below:

1. Proposed Resolution (attached below).
2. Grant Request Form or Grant Amendment Request Form or Contract Request Form or Loan Request Form (applicable form attached below).
3. Scope of Work (attached below).
4. CEQA documents (if applicable, attached below).
5. Other relevant documentation or link to other documentation (if applicable, attached below).

STATE OF CALIFORNIA

STATE ENERGY RESOURCES
CONSERVATION AND DEVELOPMENT COMMISSION

RESOLUTION: International Council on Clean Transportation Inc.

RESOLVED, that the State Energy Resources Conservation and Development Commission (CEC) adopts the staff CEQA findings contained in the Agreement or Amendment Request Form (as applicable); and

RESOLVED, that the CEC approves Agreement 600-22-005 with International Council on Clean Transportation Inc. for a \$15,000 one-year membership in the International Zero-Emission Vehicle (ZEV) Alliance. The ZEV Alliance is an association formed by national and subnational jurisdictions to accelerate the adoption of ZEVs. As a member, the CEC will have the opportunity to participate in ZEV Alliance coordination meetings; 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 February 15, 2023.

AYE:

NAY:

ABSENT:

ABSTAIN:

Dated:

Liza Lopez
Secretariat



STATE OF CALIFORNIA

CONTRACT REQUEST FORM (CRF)

CEC-94 (Revised 12/2019)

CALIFORNIA ENERGY COMMISSION

A) New Agreement # 600-22-005 (to be completed by CGL office)

B) Division	Agreement Manager:	MS-	Phone
600 Fuels and Transportation Division	Marc Arenas	6	916-908-7497

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

D) Title of Project
Zero-Emission Vehicle Alliance (ZEV Alliance) Membership

E) Term and Amount

Start Date	End Date	Amount
2 / 15 / 2023	2 / 15 / 2024	\$ 15,000

F) Business Meeting Information

☐ Operational agreement (see CAM Manual for list) to be approved by Executive Director

☐ ARFVTP agreements \$75K and under delegated to Executive Director

Proposed Business Meeting Date 2 / 15 / 2023 ☒ Consent ☐ Discussion

Business Meeting Presenter Time Needed: minutes

Please select one list serve. Select

Agenda Item Subject and Description:

International Council on Clean Transportation Inc. Proposed resolution approving agreement 600-22-005 with International Council on Clean Transportation Inc. for a \$15,000 one-year membership in the International Zero-Emission Vehicle Alliance (ZEV Alliance). The ZEV Alliance is an association formed by national and subnational jurisdictions to accelerate the adoption of ZEVs. As a member, the CEC will have the opportunity to participate in ZEV Alliance coordination meetings. (CTP Funding) Contact: Marc Arenas

G) California Environmental Quality Act (CEQA) Compliance

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

☐ Yes (skip to question 2) ☒ No (complete the following (PRC 21065 and 14 CCR 15378)):

Explain why Agreement is not considered a "Project":

Agreement will not cause direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment because the membership activities funded under this agreement include information collection and dissemination, public outreach, and data analysis to inform potential future projects that are subject to separate approval.

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

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:



STATE OF CALIFORNIA

CONTRACT REQUEST FORM (CRF)

CEC-94 (Revised 12/2019)

CALIFORNIA ENERGY COMMISSION

- 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
AREVTP	2019-2020	600.118I	\$9,783
AREVTP	2020-2021	600.118J	\$5,217
Other Funding Source			\$
Funding Source			\$
Funding Source			\$

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

Explanation for "Other" selection

Reimbursement Contract #:

Federal Agreement #:

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

Name: Jennifer Brodskaya
Address: 1500 K Street NW, Suite 650
City, State, Zip: Washington, DC 20005
Phone: 202-798-3986
E-Mail: j.brodskaya@theicct.org

2. Contractor's Project Manager

Name: Dale Hall
Address: 1500 K Street NW, Suite 650
City, State, Zip: Washington, DC 20005
Phone: 202-798-3986
E-Mail: d.hall@theicct.org



STATE OF CALIFORNIA

CONTRACT REQUEST FORM (CRF)

CEC-94 (Revised 12/2019)

CALIFORNIA ENERGY COMMISSION

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:

This contract is for an annual membership for the CEC. A departmental membership in professional organization, provided it is solely a membership and does not include the performance of any personal services, is exempt.

P) Payment Method



STATE OF CALIFORNIA

CONTRACT REQUEST FORM (CRF)

CEC-94 (Revised 12/2019)

CALIFORNIA ENERGY COMMISSION

1. ☒ Reimbursement in arrears based on:
 - ☐ Itemized Monthly ☐ Itemized Quarterly ☐ Flat Rate ☒ One-time
2. ☐ Advanced Payment
3. ☐ Other, explain:

Q) RetentionIs Agreement subject to retention? ☒ No ☐ YesIf Yes, Will retention be released prior to Agreement termination? ☐ No ☐ Yes**R) Justification of Rates**

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

S) Disabled Veteran Business Enterprise Program (DVBE)

1. ☐ Exempt (Interagency/Other Government Entity)
2. ☐ Meets DVBE Requirements DVBE Amount:\$ 0 DVBE %:
 - a. ☐ Contractor is Certified DVBE
 - b. ☐ Contractor is Subcontracting with a DVBE: Name of DVBE Company
3. ☐ Contractor selected through CMAS or MSA with no DVBE participation
4. ☒ Requesting DVBE Exemption (attach CEC 95)

T) Miscellaneous Agreement Information

1. Will there be Work Authorizations? ☒ No ☐ Yes
2. Is the Contractor providing confidential information? ☒ No ☐ Yes
3. Is the contractor going to purchase equipment? ☒ No ☐ Yes
4. Check frequency of progress reports
 - ☐ Monthly ☐ Quarterly ☒ Other...None required
5. Will a final report be required? ☒ No ☐ Yes
6. Is the Agreement, with amendments, longer than three years? If yes, why? ☒ No ☐ Yes

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

- | | | |
|---|---|--|
| 1. Exhibit A, Scope of Work | <input type="checkbox"/> N/A | <input checked="" type="checkbox"/> Attached |
| 2. Exhibit B, Budget Detail | <input type="checkbox"/> N/A | <input checked="" type="checkbox"/> Attached |
| 3. DGS-GSPD-09-007, NCB Request | <input checked="" type="checkbox"/> N/A | <input type="checkbox"/> Attached |
| 4. CEC 95, DVBE Exemption Request | <input type="checkbox"/> N/A | <input checked="" type="checkbox"/> Attached |
| 5. CEQA Documentation | <input checked="" type="checkbox"/> N/A | <input type="checkbox"/> Attached |
| 6. Resumes | <input checked="" type="checkbox"/> N/A | <input type="checkbox"/> Attached |
| 7. CEC 105, Questionnaire for Identifying Conflicts | | <input checked="" type="checkbox"/> Attached |

Agreement Manager_____
Date_____
Office Manager_____
Date_____
Deputy Director_____
Date

EXHIBIT A

Scope of Work

PURPOSE

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

BACKGROUND

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

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

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

SCOPE OF WORK

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

- Participation in monthly virtual meetings and an annual, in-person meeting;
- Input on future membership recruitment actions;
- Information on ZEV market and policy developments.