



**CALIFORNIA  
ENERGY COMMISSION**



**California Energy Commission  
May 31, 2023 Business Meeting  
Backup Materials for Agenda Item No 03c:  
CivicWell**

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

1. Proposed Resolution
2. Contract Request Form
3. Scope of Work

**STATE OF CALIFORNIA**  
**STATE ENERGY RESOURCES**  
**CONSERVATION AND DEVELOPMENT COMMISSION**

**RESOLUTION: CivicWell**

**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 the \$15,000 Co-Sponsorship Agreement 500-22-004 with CivicWell to participate and support the June 13-14, 2023, California Climate & Energy Forum being held in Santa Rosa, CA; 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 May 31, 2023.

AYE:  
NAY:  
ABSENT:  
ABSTAIN:

Dated:

\_\_\_\_\_  
Liza Lopez  
Secretariat



## CONTRACT REQUEST FORM (CRF)

### A. New Agreement Number

**IMPORTANT:** New Agreement # to be completed by Contracts, Grants, and Loans Office.

New Agreement Number: 500-22-004

### B. Division Information

1. Division Name: Reliability, Renewable Energy & Decarbonization Incentives (RREDI) Division
2. Agreement Manager: Armand Angulo
3. MS: N/A
4. Phone Number: 916-215-6787

### C. Contractor's Information

1. Contractor's Legal Name: CivicWell
2. Federal ID Number: 94-2791699

### D. Title of Project

Title of project: Sponsorship Agreement for the 2023 California Climate & Energy Forum

### E. Term and Amount

1. Start Date: June 13, 2023
2. End Date: June 12, 2024
3. Amount: \$15,000.00

### F. Business Meeting Information

1. Operational agreement to be approved by Executive Director? **no**
2. Are the ARFVTP agreements \$75K and under delegated to Executive Director? N/A
3. The Proposed Business Meeting Date: May 31, 2023
4. Consent or Discussion? Consent
5. Business Meeting Presenter Name: Armand Angulo
6. Time Needed for Business Meeting: N/A
7. The email subscription topic is: N/A

#### Agenda Item Subject and Description:

**CivicWell.** Proposed resolution approving the \$15,000 Co-Sponsorship Agreement 500-22-004 with CivicWell to participate and support the June 13-14, 2023, California Climate & Energy Forum being held in Santa Rosa, CA. and adopting staff's determination this action is not a project under CEQA. (ERPA Funding) Contact: Armand Angulo

### G. California Environmental Quality Act (CEQA) Compliance

1. Is Agreement considered a "Project" under CEQA?  
NO

If yes, skip to question 2.

If no, complete the following (PRC 21065 and 14 CCR 15378) and 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 this agreement is a co-sponsorship agreement.

**2. If Agreement is considered a “Project” under CEQA answer the following questions.**

**a) Agreement **IS** exempt?**

NO

Statutory Exemption?

NO

If yes, list PRC and/or CCR section number(s) and separate each with a comma. If no, enter “None” and go to the next question.

PRC section number: None.

CCR section number: None.

Categorical Exemption?

NO

If yes, list CCR section number(s) and separate each with a comma. If no, enter “None” and go to the next question.

CCR section number: None.

Common Sense Exemption? 14 CCR 15061 (b) (3)

NO

If yes, explain reason why Agreement is exempt under the above section. If no, enter “Not applicable” and go to the next section.

Not applicable.

**b) Agreement **IS NOT** exempt.**

**IMPORTANT:** consult with the legal office to determine next steps.

NO

If yes, answer yes or no to all that applies. If no, list all as “no” and “None” as “yes”.

| Additional Documents                   | Applies |
|--|---------|
| Initial Study                          | NO      |
| Negative Declaration                   | NO      |
| Mitigated Negative Declaration         | NO      |
| Environmental Impact Report            | NO      |
| Statement of Overriding Considerations | NO      |
| None                                   | YES     |

**H. Subcontractors**

List all Subcontractors listed in the Budget (s). Insert additional rows if needed. If no subcontractors to report, enter “No subcontractors to report” and “0” to funds. **Delete** any unused rows from the table



| Subcontractor Legal Company Name | Budget |
|----------------------------------|--------|
| N/A                              | N/A    |

## I. Key Partners

List all key partner(s). Insert additional rows if needed. If no key partners to report, enter "No key partners to report." **Delete** any unused rows from the table.

| Key Partner Legal Company Name |
|--------------------------------|
| No key partners to report.     |

## J. Budget Information

Include all budget information. Insert additional rows if needed. If no budget information to report, enter "N/A" for "Not Applicable" and "0" to Amount. **Delete** any unused rows from the table.

| Funding Source | Funding Year of Appropriation | Budget List Number | Amount    |
|----------------|-------------------------------|--------------------|-----------|
| ERPA           | FY22/23                       | 100.022            | 15,000.00 |

**TOTAL Amount: \$15,000.00**

R&D Program Area: N/A

Explanation for "Other" selection N/A

Reimbursement Contract #: N/A

Federal Agreement #: N/A

## K. Contractor's Contact Information

### 1. Contractor's Administrator/Officer

Name: Kelsey Wolf-Cloud

Address: 520 Capitol Mall, Suite 440

City, State, Zip: Sacramento, CA 95814

Phone: 916-448-1198

E-Mail: kwolfcloud@civicwell.org

### 2. Contractor's Project Manager

Name: Kelsey Wolf-Cloud

Address: 520 Capitol Mall, Suite 440

City, State, Zip: Sacramento, CA 95814

Phone: 916-448-1198

E-Mail: kwolfcloud@civicwell.org



#### L. Selection Process Used

There are three types of selection process. List the one used for this CRF.

| Selection Process | Additional Information |
|-------------------|------------------------|
| Exempt            |                        |

#### M. Contractor Entity Type

| Contractor Entity Type                           | Yes or No? |
|--|------------|
| Private Company ( <i>including non-profits</i> ) | YES        |

#### N. NOIs Contractor a certified Small Business (SB), Micro Business (MB) or Disabled Veterans Business Enterprise (DVBE)?

The contractor is a certified: NO

#### O. Civil Service Considerations

- Not Applicable (Agreement is with a CA State Entity or a membership/co-sponsorship)?  
YES
- Public Resources Code 25620, et seq., authorizes the Commission to contract for the subject work. (PIER) NO
- The Services Contracted: NO

If no, go to the next question. If yes, which of the following applies to the contract? More than one can apply, list each answer choice, and separate them with a comma:

- are not available within civil service
- cannot be performed satisfactorily by civil service employee
- 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 following applies to the contract: N/A

- The Services are of such an urgent, temporary, or occasional nature that the delay to implement under civil service would frustrate their very purpose?

N/A

#### Justification

This co-sponsorship of the 14th Annual California Climate & Energy Forum elevates the California Energy Commission's leadership profile as part of the community implementing clean energy projects and programs in transitioning to a clean energy economy and achieving our energy and climate change goals.



**P. Payment Method**

1. Is the payment method Reimbursement, Advanced Payment, or Other? Other.  
If Other, explain: One-time payment.
2. If Reimbursement, is it in arrears based on Itemized Monthly, Itemized Quarterly, Flat Rate, or One-time? N/A

**Q. Retention**

Is Agreement subject to retention? NO

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

**R. Justification of Rates**

The event (2023 California Climate and Energy Forum) visionary co-sponsorship rate of \$15,000.00 is established by the contractor, CivicWell-California Climate & Energy Collaborative.

**S. Disabled Veteran Business Enterprise Program (DVBE)**

Provide requested additional information.

1. Exempt (Interagency/Other Government Entity)
2. Meets DVBE Requirements DVBE: NO  
Amount: \$0 DVBE %: 0
3. Is the Contractor Certified DVBE or Subcontracting with a DVBE? If subcontracting with a DVBE, provide the name of the DVBE company. N/A
4. Contractor selected through CMAS or MSA with no DVBE participation.
5. Requesting DVBE Exemption (attach CEC 95): YES

**T. Miscellaneous Agreement Information**

1. Will there be Work Authorizations? NO
2. Is the contractor providing confidential information? NO
3. Is the contractor going to purchase equipment? NO
4. What is the check frequency of the progress reports? OTHER- one time event.
5. Will a final report be required? NO
6. Is the Agreement, with amendments, longer than three years? NO

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

List all items that should be attached to this CRF by entering "Yes" or "No".

| Item Number | Item Name                         | Attached |
|-------------|-----------------------------------|----------|
| 1           | Exhibit A, Scope of Work/Schedule | YES      |
| 2           | Exhibit B, Budget Detail          | YES      |
| 3           | DGS-GSPD-09-007, NCB Request      | NO       |
| 4           | CEC 95, DVBE Exemption Request    | YES      |
| 5           | Awardee CEQA Documentation        | NO       |



STATE OF CALIFORNIA  
CALIFORNIA ENERGY COMMISSION

Contract Request Form  
CEC-94 (Revised 04/2023)

| Item Number | Item Name  | Attached |
|-------------|--|----------|
| 6           | Resumes  | NO       |
| 7           | CEC 105, Questionnaire for Identifying Conflicts | YES      |

**Approved By**

Individuals who approve this form must enter their full name and approval date in the MS Word version.

**Agreement Manager:** Armand Angulo

**Approval Date:** May 8, 2023

**Office Manager:** Armand Angulo

**Approval Date:** May 8, 2023

**Deputy Director:** Armand Angulo

**Approval Date:** May 8, 2023



## **EXHIBIT A**

### **Scope of Work**

#### **PURPOSE**

The purpose of this agreement is to pay and formalize the Energy Commission's Co-sponsorship of the 14th Annual California Climate & Energy Forum being held on June 13 – 14, 2023 in Santa Rosa, CA. This forum is coordinated by the CivicWell's California Climate and Energy Collaborative.

This co-sponsorship is for the 14<sup>th</sup> Annual California Climate & Energy Forum elevating the California Energy Commission's leadership profile as part of the community implementing clean energy projects and programs in transitioning to a clean energy economy and achieving our energy and climate change goals.

Co-sponsorship and participation in this event's activities provides outreach opportunities to promote our programs and funding information, networking with key partners and stakeholders, learning new information to improve program administration and development. Additionally, this co-sponsorship earns the California Energy Commission the following event access:

1. six event registrations
2. large CEC logo listed on event website and materials
3. prominent display space
4. sponsor page on forum app
5. banner featured on forum app
6. advanced copy of event participation list
7. spotlight on forum website