



**CALIFORNIA
ENERGY COMMISSION**



**California Energy Commission
September 13, 2023 Business Meeting
Backup Materials for Agenda Item No 03b :
Women of Renewable Industries and Sustainable Energy (WRISE)**

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: Women of Renewable Industries and Sustainable Energy (WRISE)

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 100-23-001 with WRISE for an \$18,000 contract to co-sponsor the WRISE Leadership Forum to be held October 10-12, 2023 in Minneapolis, MN. The WRISE Leadership Forum will bring together professionals from across the country to discuss current renewable energy trends and policy issues. The forum will provide staff the opportunity to learn and share strategies and ideas on how to advance and inspire systemically excluded communities in pursuing a sustainable and equitable future; 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 13, 2023.

AYE:

NAY:

ABSENT:

ABSTAIN:

Dated:

Kristine Banaag
Secretariat



CONTRACT REQUEST FORM (CRF)

A. New Agreement Number

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

New Agreement Number: 100-23-001

B. Division Information

1. Division Name: 100 Commissioners Offices
2. Agreement Manager: Erik Stokes
3. MS-28
4. Phone Number: 916-531-3354

C. Contractor's Information

1. Contractor's Legal Name: Women of Renewable Industries and Sustainable Energy
2. Federal ID Number: 26-4632891

D. Title of Project

Title of project: WRISE Leadership Forum

E. Term and Amount

1. Start Date: 9/13/2023
2. End Date: 9/13/2024
3. Amount: \$18,000

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? No
3. The Proposed Business Meeting Date: September 13, 2023
4. Consent or Discussion? Consent
5. Business Meeting Presenter Name: Erik Stokes
6. Time Needed for Business Meeting: 0 minutes.
7. The email subscription topic is: N/A

Agenda Item Subject and Description:

WOMEN OF RENEWABLE INDUSTRIES AND SUSTAINABLE ENERGY (WRISE). Proposed resolution approving Agreement 100-23-001 with WRISE for an \$18,000 contract to co-sponsor the WRISE Leadership Forum to be held October 10-12 in Minneapolis, MN. The WRISE Leadership Forum will bring together professionals from across the country to discuss current renewable energy trends and policy issues. The forum will provide staff the opportunity to learn and share strategies and ideas on how to advance and inspire systemically excluded communities in pursuing a sustainable and equitable future. (ERPA funding) Contact: Erik Stokes

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 is a sponsorship for a conference:

2. If Agreement is considered a "Project" under CEQA answer the following questions.

a) Agreement IS exempt?

Enter Yes or No

Statutory Exemption?

Enter Yes or 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: PRC section number 1, PRC section number 2. Or, "None"

CCR section number: CCR section number 1, CCR section number 2. Or, "None"

Categorical Exemption?

Enter Yes or 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: CCR section number 1, CCR section number 2. Or, "None"

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

Enter Yes or No

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

Enter "Not applicable" or reason why Agreement is exempt under the above section

b) Agreement IS NOT exempt.

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

Enter Yes or 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
No subcontractors to report	0

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 Partner Legal Company 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
State - ERPA	2023/24	100.022	\$18,000

TOTAL Amount: \$18,000

R&D Program Area: Enter R&D Program Area. Example: EDMFO: EDMF

Explanation for "Other" selection Enter explanation for "Other"

Reimbursement Contract #: Enter Reimbursement Contract Number

Federal Agreement #: Enter Federal Agreement Number

K. Contractor's Contact Information

1. Contractor's Administrator/Officer

Name: Randa Adib

Address: 155 Water Street, Suite 410

City, State, Zip: Brooklyn, NY 11201

Phone: 914 279-0881

E-Mail: Randa@wiseenergy.org

2. Contractor's Project Manager

Name: Lauren Wallig

Address: PO BOX 31039

City, State, Zip: Portland, OR 97231



STATE OF CALIFORNIA
CALIFORNIA ENERGY COMMISSION

Phone: 503 226-2377 ext. 102

E-Mail: Lauren@socialenterprises.net

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

L. Selection Process Used

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

Selection Process	Additional Information
Competitive Solicitation #	Enter the Solicitation Number, number of Bids, and if it is a Low Bid. If no, enter "Not Applicable".
Non Competitive Bid (<i>Attach DGS-GSPD-09-007</i> https://www.dgs.ca.gov/PD/Forms)	Enter "Non Competitive" selection process used or "Not Applicable".
Exempt	Co-Sponsorship

M. Contractor Entity Type

Contractor Entity Type	Yes or No?
Private Company (<i>including non-profits</i>)	Yes
CA State Agency (<i>including UC and CSU</i>)	No
Government Entity (<i>i.e. city, county, federal government, air/water/school district, joint power authorities, university from another state</i>)	No

N. Is 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) Enter Yes or No
- The Services Contracted: Enter Yes or 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: Enter option(s) from above. Example: "are not available within civil service".

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

Enter "urgent", "temporary", or "occasional nature".

Justification:

The WRISE Leadership Forum will bring together professionals from across the country to discuss current renewable energy trends and policy issues. The forum will provide staff the opportunity to learn and share strategies and ideas on how to advance and inspire systemically excluded communities in pursuing a sustainable and equitable future

P. Payment Method

1. Is the payment method Reimbursement, Advanced Payment, or Other?

Reimbursement.

If Other, explain: Enter explanation for "Other" payment method.

2. If Reimbursement, is it in arrears based on Itemized Monthly, Itemized Quarterly, Flat Rate, or One-time?

One-time.

Q. Retention

Is Agreement subject to retention? No.

If Yes, Will retention be released prior to Agreement termination? Enter Yes or No.

R. Justification of Rates

The rate of \$18,000 is the rate billed to the California Energy Commission to be a cosponsor of the Forum.

S. Disabled Veteran Business Enterprise Program (DVBE)

Provide requested additional information.

1. Exempt (Interagency/Other Government Entity) Enter Yes or No.
2. Meets DVBE Requirements DVBE Enter Yes or No.
Amount: \$ 0 DVBE %:
3. Is the Contractor Certified DVBE or Subcontracting with a DVBE? If subcontracting with a DVBE, provide the name of the DVBE company. If none applies, enter "Not Applicable".
Enter Contractor Certified DVBE or Subcontracting with a DVBE. If subcontracting provide name of DVBE company. If none applies, enter "Not Applicable".
4. Contractor selected through CMAS or MSA with no DVBE participation Enter Yes or No.
5. Requesting DVBE Exemption (attach CEC 95) Yes

T. Miscellaneous Agreement Information



STATE OF CALIFORNIA
CALIFORNIA ENERGY COMMISSION

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

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? Monthly, Quarterly, or Other? If Other, please provide explanation.

N/a

5. Will a final report be required? No.
6. Is the Agreement, with amendments, longer than three years? If yes, why?

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
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: Erik Stokes

Approval Date: 08/28/23

Office Manager: Erik Stokes

Approval Date: 08/28/23

Deputy Director: Erik Stokes

Approval Date: 08/28/23

EXHIBIT A

Scope of Work

PURPOSE

The purpose of this Agreement is to formalize the California Energy Commission's (CEC's) contract with the Women of Renewable Industries and Sustainable Energy (WRISE) to co-sponsor the WRISE Leadership Forum taking place in Minneapolis, Minnesota from October 10-12, 2023. This "Lunch Sponsor" sponsorship will provide CEC with three complimentary passes, lunchtime remarks, and access to the conference proceedings.

The WRISE Leadership Forum brings together professionals from across the country to discuss current renewable energy trends and policy issues, while simultaneously providing participants with valuable tools to enhance their organizations.

WRISE is a national nonprofit organization that imagines a transformed energy ecosystem where all people and our planet thrive. WRISE accelerates the transition to a sustainable and equitable energy future by igniting the collective power of community.