



**CALIFORNIA  
ENERGY COMMISSION**



**California Energy Commission  
November 08, 2023 Business Meeting  
Backup Materials for Agenda Item No 03c:  
Interstate Renewable Energy Council, Inc. (IREC)**

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: **Interstate Renewable Energy Council, Inc. (IREC)**

**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 100-23-006 with IREC for a \$5,000 contract for a one-year membership. Membership supports CEC staff's access to events, reports, white papers, and other technical resources for the acceleration of clean energy adoption; 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 November 08, 2023.

AYE:  
NAY:  
ABSENT:  
ABSTAIN:

Dated:

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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: 100-23-006

### B. Division Information

1. Division Name: Commissioners' Offices
2. Agreement Manager: Pierre Washington
3. MS-18
4. Phone Number: (916) 931-8974

### C. Contractor's Information

1. Contractor's Legal Name: Interstate Renewable Energy Council, Inc.
2. Federal ID Number: 52-1089260

### D. Title of Project

Title of project: Interstate Renewable Energy Council Membership

### E. Term and Amount

1. Start Date: 11/08/2023
2. End Date: 11/07/2024
3. Amount: \$5,000

### 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: 11/08/2023
4. Consent or Discussion? Consent
5. Business Meeting Presenter Name: N/A
6. Time Needed for Business Meeting: N/A
7. The email subscription topic is: N/A

#### Agenda Item Subject and Description:

Interstate Renewable Energy Council, Inc. Proposed resolution approving agreement 100-23-006 with Interstate Renewable Energy Council, Inc. (IREC) for a \$5,000 contract which provides the CEC membership for one year. Membership supports CEC staff's access to events, reports, white papers, and other technical resources for the acceleration of clean energy adoption. (ERPA Funding) Contact: Michael Poe

### 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 Agreement is for a membership with the Interstate Renewable Energy Council. This will involve no physical work or construction.

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

a) Agreement **IS** exempt?

N/A.

Statutory Exemption?

N/A.

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: N/A.

CCR section number: N/A.

Categorical Exemption?

N/A.

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: N/A.

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

N/A.

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

N/A.

b) Agreement **IS NOT** exempt.

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

N/A.

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 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	2023-24	100.002	\$5,000

**TOTAL Amount: \$5,000**

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: Scott Townley  
Address: 125 Wolf Road, Suite 100  
City, State, Zip: Albany, NY 12205  
Phone: (202) 412-9028  
E-Mail: scott@irecusa.org

**2. Contractor’s Project Manager**

Name: Avery Palmer  
Address: 125 Wolf Road, Suite 100  
City, State, Zip: Albany, NY 12205  
Phone: (202) 302-2765  
E-Mail: averyp@irecuse.org

**L. Selection Process Used**



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

Selection Process	Additional Information
Competitive Solicitation #	Not Applicable
Non Competitive Bid ( <i>Attach DGS-GSPD-09-007</i> <a href="https://www.dgs.ca.gov/PD/Forms">https://www.dgs.ca.gov/PD/Forms</a> )	Not Applicable
Exempt	Exempt membership

**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)?**

No

**O. Civil Service Considerations**

a. Not Applicable (Agreement is with a CA State Entity or a membership/co-sponsorship)?  
Yes.

b. Public Resources Code 25620, et seq., authorizes the Commission to contract for the subject work. (PIER) N/A.

c. The Services Contracted: N/A.

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.

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?



N/A.

**Justification:**

This membership will enable the Energy Commission to connect with key stakeholders in the solar industry.

**P. Payment Method**

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

Reimbursement.

If Other, explain: N/A.

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? N/A.

**R. Justification of Rates**

The total annual membership fee of \$5,000 is consistent with prior membership agreements in the industry.

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

Provide requested additional information.

1. Exempt (Interagency/Other Government Entity) N/A.

2. Meets DVBE Requirements DVBE N/A.

Amount: \$ N/A DVBE %: N/A

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".

N/A.

4. Contractor selected through CMAS or MSA with no DVBE participation N/A.

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

Other. N/A. Membership agreement.

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:** Pierre Washington

**Approval Date:** 10/10/2023

**Office Manager:** Adrienne Winuk

**Approval Date:** 10/10/2023

**Deputy Director:**

**Approval Date:**

## EXHIBIT A

### SCOPE OF WORK

#### **PURPOSE**

The purpose of this Agreement is to provide the California Energy Commission (CEC) with a one-year membership with the Interstate Renewable Energy Council (IREC). IREC's Membership Program includes a cross section of clean energy leaders and stakeholders. Members receive early notification of IREC events and programs, with added benefits including:

- Public recognition on IREC's website, social media channels, and annual report
- Highlighted involvement in the National Clean Energy Workforce Alliance
- Enhanced conference benefits, including complimentary registrations, extended early bird registration fees, and conference recognition
- Access to a network of clean energy experts and technical assistance providers
- Invitations to participate in issue-specific working groups

For over 40 years, IREC has made clean energy possible for millions of Americans through cutting-edge solutions that advance renewable energy, electric grid modernization, and energy efficiency. In 2021, IREC merged with The Solar Foundation, a national nonprofit that has led the advancement of solar energy and solar-compatible technologies since 1977.