

A) New Agreement 200-19-011 (To be completed by CGL Office)

B) Division	Agreement Manager:	MS-	Phone
200 Financial Services	Andrea Hoppe	18	916-651-0588

C) Contractor's Legal Name	Federal ID Number
National Association of State Energy Officials (NASEO)	52-1474553

D) Title of Project
Annual Membership Dues and Meeting Fees - National Association of State Energy Officials

E) Term and Amount	Start Date	End Date	Amount
	10 / 01 / 2019	09 / 30 / 2020	\$ 23,941

F) Business Meeting Information			
<input type="checkbox"/> Operational agreement (see CAM Manual for list) to be approved by Executive Director			
<input type="checkbox"/> ARFVTP agreements \$75K and under delegated to Executive Director.			
Proposed Business Meeting Date	07 / 15 / 2019	<input checked="" type="checkbox"/> Consent	<input type="checkbox"/> Discussion
Business Meeting Presenter		Time Needed:	minutes
Please select one list serve. Select			

Agenda Item Subject and Description
NATIONAL ASSOCIATION OF STATE ENERGY OFFICIALS. Proposed resolution approving Agreement 200-19-011 with the National Association of State Energy Officials (NASEO) for a \$23,941 contract to formalize the Energy Commission's membership. This one-year membership allows Energy Commission staff to connect with key policy and decision makers, officials from other state and territorial energy offices, and affiliates from the private and public sectors. The membership also provides a forum for exchanging information, ideas, and resources, and to learn about new funding and partnership opportunities. (ERPA Funding) Contact: Andrea Hoppe.

G) California Environmental Quality Act (CEQA) Compliance
<p>1. Is Agreement considered a "Project" under CEQA?</p> <p><input type="checkbox"/> Yes (skip to question 2) <input checked="" type="checkbox"/> No (complete the following (PRC 21065 and 14 CCR 15378)):</p> <p>Explain why Agreement is not considered a "Project":</p> <p>Agreement will not cause direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment because the agreement is for a membership.</p>
<p>2. If Agreement is considered a "Project" under CEQA:</p> <p><input type="checkbox"/> a) Agreement <b>IS</b> exempt. (Attach draft NOE)</p> <p><input type="checkbox"/> Statutory Exemption. List PRC and/or CCR section number: _____</p> <p><input type="checkbox"/> Categorical Exemption. List CCR section number: _____</p> <p><input type="checkbox"/> Common Sense Exemption. 14 CCR 15061 (b) (3)</p> <p>Explain reason why Agreement is exempt under the above section:</p>
<p><input type="checkbox"/> b) Agreement <b>IS NOT</b> exempt. (Consult with the legal office to determine next steps.)</p> <p>Check all that apply</p> <p><input type="checkbox"/> Initial Study <input type="checkbox"/> Environmental Impact Report</p> <p><input type="checkbox"/> Negative Declaration <input type="checkbox"/> Statement of Overriding Considerations</p> <p><input type="checkbox"/> Mitigated Negative Declaration</p>

H) List all subcontractors (major and minor) and equipment vendors: (attach additional sheets as necessary)				
Legal Company Name:	Budget	SB	MB	DVBE
	\$ 0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	\$ 0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	\$ 0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

I) List all key partners: (attach additional sheets as necessary)
Legal Company Name:

**CONTRACT REQUEST FORM (CRF)**

CEC-94 (Revised 03/2019)

CALIFORNIA ENERGY COMMISSION

**J) Budget Information**

Funding Source	Funding Year of Appropriation	Budget List No.	Amount
State - ERPA	19/20	100.022	\$23941.00
Funding Source			\$
Funding Source			\$
Funding Source			\$
Funding Source			\$
R&D Program Area: Select Program Area		TOTAL:	\$23,941
Explanation for "Other" selection			
Reimbursement Contract #:		Federal Agreement #:	

**K) Contractor's Administrator/ Officer**

Name:	David Terry, Executive Director	Name:	Garth Otto
Address:	1300 North 17th Street, Suite 1275	Address:	1300 North 17th Street, Suite 1275
City, State, Zip:	Arlington, VA 22209	City, State, Zip:	Arlington, VA 22209
Phone:	703-299-8800	Fax:	703-299-6208
E-Mail:	dterry@naseo.org	E-Mail:	gotto@naseo.org

**L) Selection Process Used** (For amendments, address amendment exemption or NCB, do not identify solicitation type of original agreement. )

- ☐ Solicitation Select Type Solicitation #: - - # of Bids: Low Bid? ☐ No ☐ Yes  
☐ Non Competitive Bid (Attach CEC 96)  
☒ 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?**

- ☒ No ☐ Yes  
 If yes, check appropriate box: ☐ 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:**

NASEO is a nonprofit organization created to improve effectiveness and quality of state energy programs and policies and provide leadership on energy issues. It offers energy offices access to educational and technical assistance program.

**P) Payment Method**

- ☒ A. Reimbursement in arrears based on:  
     ☐ Itemized Monthly ☐ Itemized Quarterly ☐ Flat Rate ☒ One-time  
☐ B. Advanced Payment  
☒ C. Other, explain: Annual dues membership

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CALIFORNIA ENERGY COMMISSION

**Q) Retention**

1. Is Agreement subject to retention? ☒ No ☐ Yes  
 If Yes, Will retention be released prior to Agreement termination? ☐ No ☐ Yes

**R) Justification of Rates**

The rate of \$23,941, a \$333.00 increase from the previous year, is the rate billed to the California Energy Commission for membership participation for the 2019/2020 year.

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

1. ☐ Exempt (Interagency/Other Government Entity)  
 2. ☐ Meets DVBE Requirements DVBE Amount:\$ 0 DVBE %: \_\_\_\_\_  
     ☐ Contractor is Certified DVBE  
     ☐ 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... \_\_\_\_\_  
 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. CEC 96, 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 formalize the California Energy Commission's (Energy Commission) membership in the National Association of State Energy Officials (NASEO). This membership allows the Energy Commission staff to connect with key policy and decision makers; officials from other state and territorial energy offices; and affiliates from the private and public sectors. This membership provides a forum for exchanging information; ideas and resources; and to learn about new funding and partnership opportunities. Additionally, the membership provides an opportunity to guide regional, state and federal government officials toward an understanding of energy's pivotal role in the economy and environment and to inform them about specific energy priorities and concerns to California.

STATE OF CALIFORNIA

STATE ENERGY RESOURCES  
CONSERVATION AND DEVELOPMENT COMMISSION

RESOLUTION - RE: NATIONAL ASSOCIATION OF STATE ENERGY OFFICIALS

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

**RESOLVED**, that the Energy Commission approves Agreement 200-19-011 with the National Association of State Energy Officials (NASEO) for a \$23,941 contract to formalize the Energy Commission's membership. This one-year membership allows Energy Commission staff to connect with key policy and decision makers, officials from other state and territorial energy offices, and affiliates from the private and public sectors. The membership also provides a forum for exchanging information, ideas, and resources, and to learn about new funding and partnership opportunities; and

**FURTHER BE IT RESOLVED**, that the Executive Director or his/her designee shall execute the same on behalf of the Energy Commission.

**CERTIFICATION**

The undersigned Secretariat to the Commission 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 California Energy Commission held on July 15, 2019.

AYE: [List of Commissioners]

NAY: [List of Commissioners]

ABSENT: [List of Commissioners]

ABSTAIN: [List of Commissioners]

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Cody Goldthrite  
Secretariat