This addendum includes revisions to this Solicitation Manual. Added language appears in **bold underline**, and deleted language appears in [~~strikethrough~~] and within square brackets.

**GRANT FUNDING OPPORTUNITY**

**Offshore Wind Energy Waterfront Facility Improvement Program**

**ADDENDUM 01**



**GFO-24-701-01**

<https://www.energy.ca.gov/funding-opportunities/solicitation>

**State of California**

**California Energy Commission**

**November** [~~Septembe~~r] 2024

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| **Attachments**

| Attachment Number | Title of Section |
| --- | --- |
| 1 | Full Application Form |
| 2 | Executive Summary Form |
| 3 | Project Narrative Form |
| 4 | Project Team Form |
| 5 | Project Schedule |
| 6 | Proposal Budget |
| 7 | CEQA Compliance Form |
| 8 | Scope of Work Template |
| 9 | Past Projects Information Form |
| 10 | Commitment and Support Letters Form ***(requires signature)*** |
| 11 | Project Performance Metrics |
| 12 | Applicant Declarations ***(requires signature)*** |
| 13 | References for Calculating Energy End-Use and GHG Emissions |

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# I. Introduction

NOTE: This solicitation is for the new Offshore Wind Waterfront Facility Improvement Program, and the solicitation documents are different and unique than other CEC solicitations. Please do not use attachments from other Energy Commission grant solicitations (i.e., Electric Program Investment Charge and Gas Research and Development programs).

## Purpose of Solicitation

The purpose of this solicitation is to fund projects that will plan for offshore wind energy infrastructure improvements that advance the capabilities of California waterfront facilities to support the development and operation of floating offshore wind projects. This solicitation implements provisions of Assembly Bill (AB) 209 (The Energy and Climate Change budget bill, Chapter 251, Section 12, Chapter 7.6, Article 6, enacted in September 2022).[[1]](#footnote-2)

AB 209 added Public Resources Code (PRC) sections 25660 – 25666, known as the Clean Energy Programs, including PRC section 25666 which creates the “Program to Support Offshore Wind Infrastructure Improvements.”The general provisions of the Clean Energy Programs in PRC sections 25660 and 25661 apply to PRC section 25666.The Budget Act of 2022, as amended by Assembly Bill 179 (2022), appropriates $45,000,000 to the CEC to administer ($2,250,000) and provide incentives ($42,750,000) to support offshore wind infrastructure improvements and requires that the CEC expend or encumber the funds by June 30, 2025, and make available for liquidation until June 30, 2029.

Offshore wind energy developed in federal ocean waters off California’s coast is poised to play an important role in diversifying the state’s portfolio of clean and renewable energy resources as it complements the generation attributes of other clean energy resources.

On December 6 and 7, 2022, the Bureau of Ocean Energy Management (BOEM) conducted a first-ever lease sale auction for floating offshore wind projects on the Pacific Outer Continental Shelf (OCS) off the coast of California. Leases for all 5 areas offered by BOEM in the Pacific Wind Lease Sale 1 (PACW-1) became effective on June 1, 2023. Each of the leaseholders is currently assessing their lease sites and will begin preparing their Construction and Operations Plan (COP) over the next several years. For further information about the PACW-1 leases, see the tab “Existing Leases” on BOEM’s webpage: <https://www.boem.gov/renewable-energy/state-activities/california>.

Assembly Bill 525 (Chiu, Chapter 231, Statutes of 2021) directs the CEC to complete and submit a strategic plan for offshore wind development in federal waters off the California coast. On July 10, 2024, the CEC approved the AB 525 Offshore Wind Energy Strategic Plan (AB 525 Strategic Plan).[[2]](#footnote-3)

Among other topics, AB 525 directs the CEC to develop a plan to improve ports and waterfront facilities to support offshore wind energy development as a chapter of the strategic plan. As explained in the AB 525 Strategic Plan, ports and waterfront facilities will play a critical role in developing an offshore wind industry in California. Existing California port infrastructure is unable to support an offshore wind industry in the state. Individual offshore wind turbines deployed off the California coast are likely to be between 12 to 25 megawatts (MW) each, and projects could have 100 or more individual turbines, and the only feasible way to transfer components from one location to another is over water. Staging and integration port sites where floating offshore wind turbines will be assembled are required and must be available in time to develop offshore wind in California.

Waterfront facilities at ports will also be needed to manufacture offshore wind components such as turbine blades, towers, nacelles (the housing for generating components), and floating foundations. Port sites will also be needed to support ongoing operations and maintenance for offshore wind facilities.

No single port site in California can serve all the needs of the offshore wind industry. Instead, multiple ports will be needed and could require upwards of 16 large and 10 small port sites to support offshore wind development over the next decade or more. The AB 525 Strategic Plan identifies several port sites within the state that can be used for these offshore wind activities.

Staging and integration sites are required to develop floating offshore wind and there are few locations that meet floating offshore wind port requirements. The AB 525 Strategic Plan finds that a port development strategy to support various port upgrades and programs to encourage early-stage port development (including port readiness, concept design, engineering, permitting, and environmental assessments) are needed.

The AB 525 Strategic Plan identifies potential impacts of developing floating offshore wind as well as strategies to address those impacts. The AB 525 Strategic Plan includes recommendations for a range of topic areas, including addressing impacts to underserved communities:

* The study, development, and operation of offshore wind related projects should include early, regular, and meaningful community outreach and engagement with underserved communities, nongovernmental organizations, local governments, state entities, and other potentially impacted groups.
* Offshore wind development and operation should avoid, minimize, or mitigate impacts to underserved communities, including those in and around ports, and support actions to protect already overburdened communities, such as air and water pollution burdens and considerations for mitigations.

As authorized by PRC section 25666, the CEC can fund offshore wind infrastructure improvements at waterfront facilities within three categories of investment types:

* **Category I** activities support developing individual or regional retrofit concepts and investment plans.
* **Category II** activities support final design, engineering, environmental studies and review, and construction of retrofits.
* **Category III** activities include cost share funding to an eligible applicant that receives a federal award for purposes consistent with Category I or Category II activities.

Additionally, PRC section 25666 specifies that funding may be allocated to activities related to preliminary engineering and environmental review work, including taking actions and preparing material to comply with the California Environmental Quality Act (Division 13 (commencing with Section 21000)) or federal environmental laws.

See Section I.C of this solicitation for additional explanation of the investment types for each category.

This solicitation implements PRC section 25666 and is the first competitive solicitation offered by the CEC for incentivizing development of waterfront facility infrastructure to support the development of floating offshore wind. The solicitation is an opportunity to jumpstart the planning required to seed a multi-port development strategy.

See Section II of this solicitation for eligibility requirements. Applications will be evaluated as described in Section IV of this solicitation.

If an applicant submits multiple applications, each application must be for a distinct project (i.e., no overlap with respect to the tasks described in the Scope of Work).

## Key Words/Terms

| **Word/Term** | **Definition** |
| --- | --- |
| Applicant | An entity that submits an application to this solicitation. |
| Application | An applicant’s written response to this solicitation. |
| Authorized Representative | The person submitting the application who has authority to enter into an agreement with the CEC.  |
| California Native American Tribe | A Native American Tribe located in California that is on the contact list maintained by the Native American Heritage Commission for the purposes of Chapter 905 of the Statutes of 2004 (Pub. Resources Code, § 21073). |
| California Tribal Organization | A corporation, association, or group controlled, sanctioned, or chartered by a California Native American tribe that is subject to its laws, the laws of the State of California, or the laws of the United States. |
| CAM | *Commission Agreement Manager,* the person designated by the CEC to oversee the performance of an agreement resulting from this solicitation and to serve as the main point of contact for the grant recipient. |
| CAO | *Commission Agreement Officer*, the person designated by the CEC to oversee the internal administrative processes and to serves as the main point of contact for solicitation applicants. |
| CBO | *Community Based Organization*, a public or private nonprofit organization of demonstrated effectiveness that: 1. Has deployed projects and/or outreach efforts within the region (e.g., air basin or county) of the proposed disadvantaged or low-income community or similar community.
2. Has an official mission and vision statements that expressly identifies serving disadvantaged and/or low-income communities.
3. Currently employs staff member(s) who specialized in and are dedicated to – diversity, or equity, or inclusion, or is a 501(c)(3) non-profit.
 |
| CEC | State Energy Resources Conservation and Development Commission or, the California Energy Commission. |
| CEC funds | *CEC funds* are the funds awarded under this solicitation. Also referred to as grant funds. |
| CEQA | California Environmental Quality Act, California Public Resources Code Section 21000 et seq. |
| Days | *Days refers to calendar days.* |
| Disadvantaged Community | Communities designated pursuant to Health and Safety Code section 39711 as representing the top 25% scoring census tracts from CalEnviroScreen along with other areas with high amounts of pollution and low populations as identified by the California Environmental Protection Agency. (https://oehha.ca.gov/calenviroscreen/report/calenviroscreen-40) |
| Energy Equity | The fair distribution of benefits and burdens from energy production and consumption. |
| GW | Gigawatt is a unit of power equal to 1,000 megawatts. |
| Harbor | A sheltered location where ships may anchor. |
| kW | Kilowatt is a unit of power equal to 1,000 Watts. |
| Low Income Community | Communities within census tracts with median household incomes at or below 80 percent of the statewide median income or the applicable low-income threshold listed in the state income limits updated by the Department of Housing and Community Development. (https://www.hcd.ca.gov/grants-and-funding/income-limits)  |
| Major Subrecipient  | A Subrecipient that is budgeted to receive $100,000 or more of CEC funds, not including any equipment or match funds that may be provide by the Subrecipient.  |
| Manufacturing or Fabrication  | A port site located on a navigable waterway that receives raw materials via road, rail, or waterborne transport and creates larger components in the offshore wind supply chain. This site typically includes factory or warehouse buildings (or both) and space for storage of completed components.  |
| MW | Megawatt is a unit of power equal to 1,000,000 Watts. |
| NOPA | *Notice of Proposed Award,* a public notice by CEC staff that identifies proposed grant recipients. |
| Operation and Maintenance | A base for wind farm operations with warehouses and offices, spare part storage, and a marine facility to support vessel provisioning and refueling or charging for the O&M vessels (crew transfer vessels, service operating vessels, and service accommodation transfer vessels) during the operational period of the offshore wind farm. |
| Port | This term is used both for the harbor area where ships are docked and for the agency (port authority), which administers use of public wharves and port properties. |
| Port Site | A single location within a port to transfer cargo to and from a vessel. Depending on the type of terminal, connections to land transportation such as road, rail, pipelines, etc. are provided. |
| Principal Investigator | The technical lead for the applicant’s project, who is responsible for overseeing the project; in some instances, the Principal Investigator and Project Manager may be the same person.  |
| Project Manager | The person designated by the applicant to oversee the project and to serve as the main point of contact for the CEC. |
| Project Partner | A person or entity that contributes financially or otherwise to the project (e.g., match funding, provision of a test, demonstration or deployment site), and does not receive CEC funds.  |
| Recipient |  A person or entity receiving a grant award under this solicitation. “Recipient” may be used interchangeably with “grant recipient”. |
| Solicitation | This entire document, including all attachments, exhibits, addenda, written notices, and questions and answers (“solicitation” may be used interchangeably with “Grant Funding Opportunity” or “GFO”).  |
| Subrecipient  | A person or entity that receives grant funds directly from a grant Recipient and is entrusted to make decisions about how to conduct some of the grant’s activities. A Subrecipient’s role involves discretion over grant activities and is not merely just selling goods or services. |
| Sub-Subrecipient | Has the same meaning as a Subrecipient except that it receives grant funds from a Subrecipient or any lower tier level of a Sub-Subrecipient. |
| State | State of California |
| Staging and Integration | A site to receive, stage, and store offshore wind components and to assemble the floating turbine system for towing to the offshore wind area. In addition to turbine integration activities, this facility is likely to support the following services: turbine maintenance site and end-of-life decommissioning site. |
| Under-resourced Community | As defined in Public Resources Code Section 71130. |
| Vendor | A person or entity that sells goods or services to the grant Recipient, Subrecipient, or any lower-tiered level of Sub-Subrecipient, in exchange for some of the grant funds, and does not make decisions about how to perform the grant’s activities. The Vendor’s role is ministerial and does not involve discretion over grant activities. |
| Waterfront facility | A waterfront facility is adjacent to the ocean or connected to the ocean by waterway and may be capable of supporting Staging and Integration, Manufacturing or Fabrication, and/or Operations and Maintenance activities for the floating offshore wind industry.  |

## Project Focus

The overall goal of this solicitation is to invest in the planning and design for multiple waterfront facility sites to support offshore wind infrastructure improvements. These improvements, once made, will advance the capabilities of California ports, harbors, and other waterfront facilities to support the buildout of offshore wind facilities and maximize the economic and environmental benefits of an offshore wind industry in California.

The projects funded out of this solicitation will further prepare California to support the creation of a floating offshore wind industry. Planning and designing multiple ports, harbors, and waterfront facilities to be able to meet the requirements of the floating offshore wind industry is a key priority of the AB 525 Strategic Plan. The projects funded out of this solicitation will support the most immediate planning and design needs for developing offshore wind infrastructure, especially for the staging and integration of floating offshore wind components.

The solicitation includes two of the three funding categories described in PRC section 25666. Those categories are described immediately below. Applicants must apply to one of these categories, but not both. See Section I.D.1 for the amount of funding available for each category and each project.

1. **Funding Categories**

**Please Note:** Added language appears in **bold underline**, and deleted language appears in [~~strikethrough~~] and within square brackets.

***Category I Activities***

Category I activities support developing individual or regional retrofit concepts and investment plans.

Category I activities may include planning, feasibility analysis, business case development, environmental analyses, engineering and design work, and other offshore wind energy related planning activities.

Category I activities do not include construction.

***Category II Activities***

Category II activities support final design, engineering, and environmental studies and review.

Category II activities may support a range of advanced planning for retrofit activities to support deployment of offshore wind energy, including land expansion for component assembly, staging, and transportation, facility updates such as adding laydown and storage areas, increasing heavy-lift crane weight and height capabilities, and other improvements to support the long-term operation and maintenance of offshore wind generation facilities, and other offshore wind energy related design and development activities.

Category II activities are considered more advanced than Category I activities. As such, applicants applying to Category II must demonstrate that their proposed **planning** project **builds on existing efforts at the proposed project for supporting** [~~will support~~] staging and integration activities**.** [~~and that a notice of preparation, pursuant to the California Environmental Quality Act (CEQA), has been issued on or before February 29, 2024 for the project. See Section II.A.1 for a description of eligibility requirements for applicants applying to Category II.~~]

Time is of the essence, as the funds for this solicitation have an encumbrance deadline of June 30, 2025, and liquidation deadline of June 30, 2029. Applicants are encouraged to consider using CEC funds for activities that may fall under a statutory or categorical exemption under CEQA. Applicants that propose using CEC funds for construction activities for Category II projects must demonstrate that the construction activities will be permitted and comply with environmental law, including CEQA, no later than February 28, 2025, and that the Lead Agency (Agencies) under CEQA and/or NEPA, respectively, will have approved the final CEQA and/or NEPA environmental documentation by that date. See Section I.I for additional information regarding CEQA as it applies to this solicitation.

***Category III Activities***

Category III activities, as described in PRC Section 25666 provide cost share funding to an eligible applicant that receives a federal award for purposes consistent with Category I or Category II activities. This solicitation is not seeking applications specifically for Category III activities, however, applicants that demonstrate how their project will contribute to securing funding from a federal award consistent with Category I or II activities will be eligible for additional bonus points as described in the Scoring Criteria in Section IV.F.

1. **Project Activities**

The Project Narrative should respond to the Scoring Criteria in Section IV.F. and explain how the Scope of Work (Attachment 8), Project Schedule (Attachment 5), and Proposal Budget (Attachment 6) meet the requirements below. The Scope of Work, Project Schedule, and Proposal Budget must, at minimum, include tasks or subtasks to:

* Prepare a cost estimate for developing a final project. The cost estimate should be prepared so that it can be used as a basis for determining the revenue required to recover the project costs, including financing costs.
* Develop and implement a community engagement strategy. The task must describe how the applicant will identify and engage with communities to receive input from communities on a community engagement strategy for the project.
	1. As part of the community engagement strategy, the task must describe how the applicant will identify and engage with under-resourced communities. For purposes of this solicitation and consistent with the definition of under-resourced community in the general provisions of the Clean Energy Program statutes (PRC section 25660 (d)), the term “Under-resourced community” has the same meaning as defined in PRC section 71130.[[3]](#footnote-4)
	2. A community engagement strategy aims to:
		1. Inform, educate, and involve local community members in project planning.
		2. Identify specific and tangible community benefits and impacts that are expected and resulted from developing the project. This includes workforce development, jobs created or retained, community investments, and local health impacts. Applicants are also encouraged to consider and align with guidelines provided by the U.S. Department of Energy (DOE) as well as the State of California’s “Building California’s future- Building equity” webpage and resources.[[4]](#footnote-5)
		3. Ensure broad and diverse participation from the community and under-represented groups including minority-, women-, and LGBT-owned businesses.
	3. Provide pre-planning, post-planning, and end-of-project community engagement reports that give CEC staff an overview of the community engagement and outreach efforts undertaken so far in the project, summarize the results of engagement activities, and discuss the concerns, feedback, and suggestions from community members.
* Develop and implement a tribal government consultation and engagement strategy. The task must describe how the applicant will identify and engage with California Native American Tribes to receive input on a consultation and engagement strategy for the project.
	1. Provide pre-planning, post-planning, and end-of-project consultation and engagement reports that give CEC staff an overview of the efforts undertaken so far in the project, summarize the results of consultation and engagement activities, and discuss the concerns, feedback, and suggestions from California Native American Tribes.
* Develop an emissions reduction strategy, including how the applicant plans to manage emissions during future construction and from the fully developed project. Include a feasibility analysis of achieving net zero emissions and/or how this project fits into a broader emissions-reduction strategy for the proposed site.
* Develop a strategy for how the project will support and create good jobs, workforce development pathways, including for underserved communities, and economic development opportunities.
* Describe how the project will contribute to the requirements of Assembly Bill (AB) 3, the California Offshore Wind Advancement Act. See Section J. Background for additional information regarding AB 3.
* Prepare a stakeholder engagement strategy that includes, but is not limited to, labor and workforce organizations, floating offshore wind equipment manufacturers, offshore wind developers, environmental organizations, port and harbor users and tenants, and recreational and commercial fishing organizations.
	1. Provide pre-planning, post-planning, and end-of-project stakeholder engagement reports that give CEC staff an overview of the stakeholder engagement and outreach efforts undertaken so far in the project, summarize the results of engagement activities, and discuss the concerns, feedback, and suggestions from stakeholders.
* Prepare an agency engagement strategy that includes applicable federal, state, and local agencies.
	1. Provide pre-planning, post-planning, and end-of-project agency engagement reports that give CEC staff an overview of the agency engagement and outreach efforts undertaken so far in the project, summarize the results of engagement activities, and discuss the concerns, feedback, and suggestions from agencies.

In addition to the requirements above, Category II applicants are required to address:

* As part of the community engagement strategy and California Native American Tribes engagement and consultation strategy, the tasks must describe how the applicant will work with identified communities and tribes to inform actionable steps to create community and tribal benefits, including, but not limited to agreements with communities and tribes that commit to such benefits. The project must allocate appropriate funding for community-based organizations and California Native American Tribes and/or California Tribal Organizations in the Proposal Budget (Attachment 6). Projects are recommended to allocate a minimum 3 percent of CEC reimbursable funds to local communities, including to a community-based organization for their capacity to participate in project planning and a minimum of 3 percent of CEC reimbursable funds to California Native American Tribes and/or California Tribal Organizations for their capacity to participate in project planning.

## Funding

1. **Amount Available and Minimum/ Maximum Funding Amounts**

There is **up to $42,750,000** available for grants awarded under this solicitation. Funding amounts for each category are described below.

***Category I***

There is up to [~~$6,750,000~~] **$7,750,000** available for grants awarded in Category I. The **minimum** funding amount for each project is **$750,000**. The **maximum** funding amount is [**~~$2,000,000~~**] **$3,000,000**.

***Category II***

There is up to [~~$36,000,000~~] **$35,000,000** available for grants awarded in Category II. The **minimum** funding amount for each project is [**~~$9,000,000~~**] **$7,500,000**. The **maximum** funding amount is [**~~$27,000,000~~**] **$20,000,000**.

1. **Change in Funding Amount**

Along with any other rights and remedies available to it, the CEC reserves the right to:

* Increase or decrease the available funding and the minimum/maximum grant award amounts described in this section.
* Allocate any additional or unawarded funds to passing applications, in rank order.
* Reduce funding to an appropriate amount if the budgeted funds do not provide full funding for agreements. In this event, the proposed grant recipient and Commission Agreement Manager (CAM) will attempt to reach agreement on a reduced Scope of Work commensurate with available funding.
1. **Allowable Costs**

For an item to be allowable, it must be included in the approved agreement budget and allowable per the terms and conditions of the resulting agreement.

## Key Activities Schedule

Key activities, dates, and times for this solicitation and for agreements resulting from this solicitation are presented below. An addendum will be released if the dates change for activities that appear in **bold.**

| ACTIVITY | DATE | TIME[[5]](#footnote-6)  |
| --- | --- | --- |
| Solicitation Release | 09/30/2024 |  |
| **Pre-Application Workshop**  | **10/16/2024** | **10:00a.m-12:00p.m**  |
| **Deadline for Written Questions[[6]](#footnote-7)** | **10/22/2024** | **5:00 p.m.** |
| Anticipated Distribution of Questions and Answers  | Week of [~~11/8/2024~~]**11/18/2024** |  |
| **Deadline to Submit Applications** | [**~~11/22/2024~~**]**12/20/2024** | **11:59 p.m.** |
| Anticipated Notice of Proposed Award Posting Date | [~~December 2024~~]**January 2025** |  |
| Anticipated Energy Commission Business Meeting Date | [~~03/17/2025~~]**04/10/2025** |  |
| Anticipated Agreement Start Date | [~~April 2025~~]**May 2025** |  |
| Anticipated Agreement End Date  | On or before 03/30/2029 |  |

## Notice of Pre-Application Workshop

CEC staff will hold one Pre-Application Workshop to discuss this solicitation with potential applicants. Participation is optional but encouraged. The Pre-Application Workshop will be held remotely. Applicants may attend the workshop via the internet (Zoom, see instructions below), or via conference call on the date and at the time and location listed below. Please refer to the CEC's website at [www.energy.ca.gov/contracts/index.html](http://www.energy.ca.gov/contracts/index.html) to confirm the date and time. Please be aware that the meeting will be recorded.

**Date and time: Pacific Time (US and Canada)**

**Zoom Instructions:**

To join the Zoom meeting, go to <https://zoom.us/join> and enter the Meeting ID below and select “join from your browser.” Participants will then enter the meeting password listed below and their name. Participants will select the “Join” button.:

**Meeting ID:** 845 4518 4587

**Meeting Password:** 616510

**Topic:** Grant Funding Opportunity: Offshore Wind Energy Waterfront Facility Improvement Program

**Telephone Access Only:**

Call **1-888 475 4499** (Toll Free) or **1-877 853 5257** (Toll Free). When prompted, enter the meeting number above. International callers may select a number from the Zoom International Dial-in Number List at: <https://energy.zoom.us/u/adjzKUXvoy>. To comment, dial \*9 to “raise your hand” and \*6 to mute/unmute your phone line.

**Access by Mobile Device:**

Download the application from the Zoom Download Center, <https://energy.zoom.us/download>.

**Technical Support** **for Pre-Application Workshop:**

* For assistance with problems or questions about joining or attending the meeting,

please call Zoom Technical Support at **1-888-799-9666 ext. 2.** You may also contact the CEC’s Public Advisor’s Office at publicadvisor@energy.ca.gov, or (916) 957-7910.

* System Requirements: To determine whether your computer is compatible, visit:

 https://support.zoom.us/hc/en-us/articles/201362023-System-requirements-for-Windows-macOS-and-Linux.

* If you need a reasonable accommodation to participate, please contact Erica Rodriguez by e-mail at Erica.Rodriguez@energy.ca.gov or (916) 764-5705 at least five days in advance.

## Questions

During the solicitation process, questions of clarification about this solicitation including all technical and administrative questions and questions related to submission of the application in the General Solicitation System (GSS), please contact the Commission Agreement Officer (CAO) listed below:

Phil Dyer

Commission Agreement Officer

California Energy Commission

715 P Street – 3rd Floor, MS-18

Sacramento, California, 95814

E-mail: Phil.Dyer@energy.ca.gov

Applicants may ask questions at the Pre-Application Workshop and may submit written questions via email. However, all **technical** questions must be received by the deadline listed in the “Key Activities Schedule” above. Questions received after the deadline may be answered at the CEC's discretion. **Non-technical** questions (e.g., administrative questions concerning application format requirements or attachment instructions) may be submitted to the CAO at any time prior to 5:00 p.m. of the application deadline date. Similarly, questions related to submission of applications in the GSS system may be submitted to the CAO at any time prior to 5:00 p.m. of the application deadline date.

The questions and answers will also be posted on the CEC’s website at: <https://www.energy.ca.gov/funding-opportunities/solicitations>.

If an applicant discovers a **conflict, discrepancy, omission, or other error** in the solicitation at any time prior 5:00 p.m. of the application deadline date, the applicant may notify the CAO in writing and request modification or clarification of the solicitation. The CEC, at its discretion will provide modifications or clarifications by either an addendum to the solicitation or by written notice to all entities that requested the solicitation. At its discretion, the CEC may, in addition to any other actions it may choose, re-open the question/answer period to provide all applicants the opportunity to seek any further clarification required.

**Any verbal communication with a CEC employee or anyone else concerning this solicitation is not binding on the State and will in no way alter a specification, term, or condition of the solicitation. Therefore, all communication should be directed in writing to the assigned CAO.**

## Applicants’ Admonishment

This solicitation contains application requirements and instructions. Applicants are responsible for **carefully reading** the entire solicitation, asking appropriate questions in a timely manner, ensuring that all solicitation requirements are met, submitting all required responses in a complete manner by the required date and time, and **carefully rereading** the solicitation before submitting an application. In particular, please carefully read the **Screening and Scoring Criteria and** **Grounds to Reject an Application or Cancel an Award** in Part IV, and the relevant terms and conditions located with the solicitation manual and the attachments on the Energy Commission website.

Applicants are solely responsible for the cost of developing applications. This cost cannot be charged to the State. **All submitted documents will become publicly available records** and property of the State after the CEC posts the Notice of Proposed Award or the solicitation is cancelled. Only submit information you want made public. **Marking any portion of your application as confidential may result in disqualification**. **No portion of your application will be considered confidential.**

## Additional Requirements regarding environmental review

Time is of the essence. CEC funds available under this solicitation have encumbrance deadlines as early as June 30, 2025.  This means that the CEC must approve proposed awards at a business meeting (usually held monthly) prior to June 30, 2025, to avoid expiration of the funds.

Environmental Review. Prior to approval and encumbrance, the CEC must comply with CEQA and other requirements. To comply with CEQA, the CEC must have CEQA-related information from applicants and sometimes other entities, such as local governments, in a timely manner. Unfortunately, even with this information, the CEC may not be able to complete its CEQA review prior to the encumbrance deadline for every project. For example, if a project requires an Environmental Impact Report, the process to complete it can take many months. For these reasons, it is critical that applicants organize applications in a manner that minimizes the time required for the CEC to comply with CEQA and provide all CEQA-related information to the CEC in a timely manner such that the CEC is able to complete its review in time for it to meet its encumbrance deadline.

Reservation of right to cancel proposed award. In addition to any other right reserved to it under this solicitation or that it otherwise has, if the CEC determines, in its sole and absolute discretion, that the CEQA review associated with a proposed project would not likely be completed prior to the encumbrance deadline referenced above, and that the CEC’s ability to meet its encumbrance deadline may thereby be jeopardized, the CEC may cancel a proposed award and award funds to the next highest scoring applicant, regardless of the originally proposed applicant’s diligence in submitting information and materials for CEQA review. Examples of situations that may arise related to CEQA review include but are not limited to:

* Example 1: If another state agency or local jurisdiction, such as a city or county, has taken the role of lead agency under CEQA, the CEC’s review may be delayed while waiting for a determination from the lead agency.
* Example 2: If the proposed work is part of a larger project for which a detailed environmental analysis has been or will be prepared by another state agency or local jurisdiction, the CEC’s review may be delayed as a result of waiting for a supplemental or initial analysis, respectively, from the other agency.
* Example 3: If the nature of the proposed work is such that a project is not categorically or otherwise exempt from the requirements of CEQA, and an Initial Study or other detailed environmental analysis appears to be necessary, the CEC’s review, or the lead agency’s review, may take longer than the time available to encumber the funds. If an Initial Study, Negative Declaration, Mitigated Negative Declaration, Environmental Impact Report, or similar document[[7]](#footnote-8) has already been completed by another state agency or a local jurisdiction, serving as the lead agency, the applicant must ensure that such an analysis covers the work in the proposed project, or must obtain a revised analysis and determination from the lead agency reviewing the proposed project.
* Example 4: If the proposed project clearly falls under a statutory or categorical exemption, or is project for which another state agency or local jurisdiction has already completed its environmental review and adopted CEQA findings that the project will cause no significant effect on the environment, the project will likely have greater success in attaining rapid completion of CEQA requirements.

The above examples are not exhaustive of instances in which the CEC may or may not be able to comply with CEQA within the encumbrance deadline and are only provided as further clarification for potential applicants. Applicants are encouraged to contact potential lead and responsible agencies under CEQA as early as possible. Please plan applications accordingly.

## Background

**Applicable Laws, Policies, and Background Documents**

This solicitation addresses the energy goals described in the following laws, policies, and background documents.

Laws/Regulations

* **Assembly Bill (AB) 209 – The Energy and Climate Change budget bill,** Chapter 251, enacted in September 2022[[8]](#footnote-9)

AB 209 created the program to support offshore wind infrastructure improvements. Among other provisions, the bill requires the CEC to establish and administer several clean energy programs. For the purposes of this solicitation, the program to support offshore wind infrastructure improvements is described in Section I.A.

Additional Information: <https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202120220AB209>

Applicable Law: California Public Resources Code § 25666

* **Assembly Bill (AB) 32[[9]](#footnote-10) - Global Warming Solutions Act of 2006**

AB 32created a comprehensive program to reduce greenhouse gas (GHG) emissions in California. GHG reduction strategies include a reduction mandate of 1990 levels by 2020 and a cap-and-trade program. AB 32 also designates the California Air Resources Board (CARB) as the state agency charged with monitoring and regulating sources of greenhouse gas (GHG) emissions and requires CARB to develop a Scoping Plan that describes the approach California will take to reduce GHGs. CARB must update the plan at least once every five years.

Additional information: <https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=200520060AB32>

<http://www.leginfo.ca.gov/pub/1516/bill/sen/sb_00010050/sb_32_bill_20160908_chaptered.htm>

<https://ww2.arb.ca.gov/our-work/programs/ab-32-climate-change-scoping-plan>

 Applicable Law: California Health and Safety Code §§ 38500 et. seq.

* **Senate Bill (SB) 32 - California Global Warming Solutions Act of 2006: emissions limit**

SB 32 expands on AB 32 by requiring that CARB ensure statewide GHG emissions are reduced to 40 percent below the 1990 level by no later than December 31, 2030. SB 32 further requires that these emission reductions are achieved in a manner that benefits the state’s most disadvantaged communities and is transparent and accountable to the public and the Legislature.

Additional information: <https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=201520160SB32>

Applicable Law: California Health and Safety Code § 38566.

* **SB 350[[10]](#footnote-11) - Clean Energy and Pollution Reduction Act of 2015**

SB 350, among other directives, expanded on AB 758 by directing CEC to establish annual targets to achieve a cumulative doubling of statewide energy efficiency savings in electricity and gas final end uses of retail customers by January 1, 2030. This resulted in the Senate Bill 350 Doubling of Energy Efficiency by 2030(Doubling Report), which expanded the focus of the Existing Buildings Energy Efficiency Action Plan from existing buildings to include agriculture, industry, newly constructed buildings, conservation voltage reduction, and fuel substitution. CEC subsequently consolidated the Existing Buildings Energy Efficiency Action Plan, Doubling Report, and energy efficiency equity efforts to form a comprehensive roadmap to achieving the state’s energy efficiency and building decarbonization goals in the 2019 California Energy Efficiency Action Plan.

SB 350 also requires retail sellers of electricity and local publicly owned electricity increase their procurement of eligible renewable energy resources and provided for the transformation of the Independent System Operator into a regional organization.

Additional information: <https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=201520160SB350>; <https://www.energy.ca.gov/programs-and-topics/programs/energy-efficiency-existing-buildings>

* **SB 100 - The 100 Percent Clean Energy Act of 2018**

SB 100 requires that 100 percent of retail sales of electricity to California end-use customers and 100 percent of electricity procured to serve all state agencies come from eligible renewable energy resources and zero-carbon resources by December 31, 2045. The bill requires the CPUC and the CEC, in consultation with CARB, to ensure that California’s transition to a zero-carbon electric system does not cause or contribute to GHG emission increases elsewhere in the western grid.

Additional information: <https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=201720180SB100>

* **AB 525 – Offshore Wind Generation**

AB 525, among other things, requires the CEC, in coordination with specified agencies, to develop a strategic plan for offshore wind energy developments installed off the California coast in federal waters.

Additional information: <https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202120220AB525>

Applicable Law: California Public Resources Code § 25991 to 25991.7

* **Assembly Bill (AB) 3 – California Offshore Wind Advancement Act**

Requires the CEC, in consultation with specified entities, to develop a 2nd-phase plan and strategy for seaport readiness that builds upon the recommendations and alternatives in the AB 525 strategic plan for offshore wind energy development. Requires the CEC to complete a report on its recommendations for a seaport readiness strategy or before December 31, 2026. Additionally requires the CEC to conduct a study on the feasibility of achieving 50% and 65% in-state assembly and manufacturing of offshore wind energy projects and specified federal domestic content thresholds for offshore wind energy projects.

Additional information: <https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202320240AB3>

Applicable Law: California Public Resources Code § 25991.8 to 25991.10

* **Senate Bill (SB) 867 – Safe Drinking Water, Wildfire Prevention, Drought Preparedness, and Clean Air Bond Act of 2024**

Enacts the Safe Drinking Water, Wildfire Prevention, Drought Preparedness, and Clean Air Bond Act of 2024, which, if approved by the voters, would authorize the issuance of bonds in the amount of $10,000,000,000 pursuant to the State General Obligation Bond Law to finance projects for safe drinking water, drought, flood, and water resilience, wildfire and forest resilience, coastal resilience, extreme heat mitigation, biodiversity and nature-based climate solutions, climate-smart, sustainable, and resilient farms, ranches, and working lands, park creation and outdoor access, and clean air programs. This includes $475,000,000 to the CEC for construction, expansion, and upgrades at ports to support offshore wind energy development.

Additional information: <https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202320240SB867>

Applicable Law: not enacted until approved by voters.

Policies/Plans

* **Integrated Energy Policy Report (Biennial)**

California Public Resources Code Section 25302 requires the CEC to release a biennial report that provides an overview of major energy trends and issues facing the state. This report assesses and forecasts all aspects of energy industry supply, production, transportation, delivery, distribution, demand, and pricing. The CEC uses these assessments and forecasts to develop energy policies and provide recommendations for future research and analysis areas.

Additional information: <http://www.energy.ca.gov/energypolicy>

Applicable Law: California Public Resources Code § 25300 et seq.

* **AB 525 Offshore Wind Energy Strategic Plan**

The Assembly Bill 525 Offshore Wind Energy Strategic Plan is the last of four work products the CEC is directed to prepare by AB 525. The strategic plan consists of three volumes: Volume I is an overview report, Volume II is the main report, and Volume III contains the technical appendices. Over 500 pages of public comment on the Draft Strategic Plan, along with numerous comments throughout the AB 525 report development process, are available at the CEC’s California Offshore Renewable Energy Docket, 17-MISC-01.

Additional information: <https://www.energy.ca.gov/data-reports/reports/ab-525-reports-offshore-renewable-energy>

Applicable Law: California Public Resources Code § 25991 to 25991.7

* **AB 525 Port Readiness Plan**

The Port Readiness plan was prepared to inform the AB 525 Strategic Plan and respond to the requirement that the CEC perform a detailed assessment of the necessary investments in California ports to support offshore wind energy activities, including construction, assembly, and operations and maintenance.

Additional information: [https://www.energy.ca.gov/data-reports/reports/ab-525-reports offshore-renewable-energy](https://www.energy.ca.gov/data-reports/reports/ab-525-reports%20offshore-renewable-energy)

Applicable Law: California Public Resources Code § 25991.3

* **Building California’s future: Building equity**

The investments listed on the State of California’s “Building California’s future- Building equity” webpage referenced below benefit all Californians, but they especially help communities disadvantaged by pollution, discrimination, and lack of services.

Additional information: <https://build.ca.gov/building-equity/>

## Match Funding

* **“Match funds”** includes cash or in-kind (non-cash) contributions provided by the applicant, subrecipients, or other parties.

“Match funds” do not include: CEC awards, future/contingent awards from other entities (public or private), the cost or value of the project work site, or the cost or value of structures or other improvements affixed to the project work site permanently or for an indefinite period of time (e.g., photovoltaic systems).

Definitions of “match funding” categories are listed below:

* + - **“Cash”** **match** means funds that are in the grant recipient’s possession or proposed by a match partner and clearly identified in a support letter, and are reserved for the proposed project, meaning that they have not been committed for use or pledged as match for any other project. Cash match can include funding awards earned or received from other agencies for the proposed technologies or study (but not for the identical work). Proof that the funds exist as cash is required.
	+ **“In-Kind”** **match** can be in the form of goods or services that are not reimbursed with CEC funds such as labor (if reasonable and justified), donated space, existing equipment, existing supplies, services provided by a third-party or subrecipient, and other expendable property in support of the project. The value of in-kind match is based on the fair market value of the goods and services provided at the time it is claimed as match. The value of existing equipment must be prorated for its use in the project and depreciated or amortized over the term of the project using generally accepted accounting principles (GAAP). Labor rates for hours donated by non-employees who are not paid for their time must be consistent with those paid for similar work. Cost allocations must be reasonable and allocable to the proposed project. In-kind match share must be included in the agreement budget.

The grant recipient is expected to maintain appropriate documentation to support the fair market value of all in-kind match including match donated by third parties or major subrecipients.

* Match funds must be spent only during the agreement term, either before or concurrently with CEC funds or in accordance with an approved Match Fund Spending Plan. Match funds also must be reported in invoices submitted to the CEC.
* All applications that include match funds must submit commitment letters, **including applicant, subrecipients**, sub-subrecipients, and vendors that: (1) identify the source(s) of the funds; (2) justify the dollar value claimed; (3) provide an unqualified (i.e., without reservation or limitation) commitment that guarantees the availability of the funds for the project; and (4) provide a strategy for replacing the funds if they are significantly reduced or lost. Please see Commitment and Support Letters Form Attachment (Attachment 10). Commitment and support letters must be submitted with the application to be considered.
* Any match pledged in an application must be consistent. For example, in the Proposal Budget (Attachment 6) applicants will be asked to enter the project’s total match funding. The amounts listed in those places should be consistent with the amount or dollar value described in the commitment letter(s) (e.g., if $5,000 “cash in hand” funds are pledged in a commitment letter and in the Proposal Budget must match this amount). If the amounts listed in an application are inconsistent, the total amount pledged in the commitment letter(s) will be considered for match funding points.

Examples of preferred match share:

* + - **“Travel”** refers to all travel required to complete the tasks identified in the Scope of Work. Travel includes in-state and out-of-state, and travel to conferences. Use of match funds for out-of-state travel is encouraged, as the CEC discourages and may not approve the use of its funds for such travel. If an applicant plans to travel to conferences, including registration fees, they must use match funds.
		- **“Equipment” is** an item with a unit cost of at least $5,000 and a useful life of at least one year. **Purchasing equipment with match funding is encouraged,** as there are no disposition requirements at the end of the agreement for such equipment. Typically, grant recipients may continue to use equipment purchased with CEC funds if the use is consistent with the intent of the original agreement.
		- **“Materials”** under Materials and Miscellaneous are items under the agreement that do not meet the definition of Equipment (unit cost of at least $5,000 and a useful life of at least one year). **Using match funds for purchasing items such as laptops, notebooks and/or personal tablets is encouraged, as CEC funds for these purchases is not allowed.**

## Funds Spent in California

* Only CEC funds may count towards funds spent in California total.
* "Spent in California" means that:
	+ (1) Funds in the "Direct Labor category and all categories calculated based on direct labor (e.g., fringe benefits, indirect costs and profit) are paid to individuals that pay California state income taxes on wages received for work performed under the agreement. Payments made to out-of-state workers do not count as “funds spent in California.” However, funds spent by out-of-state workers in California (e.g., hotel and food) can count as “funds spent in California.”
	+ (2) Business transactions (e.g., material and equipment purchases, leases, and rentals) are entered into with a business located in California.
	+ (3) Total should include any applicable, subrecipients, sub-subrecipients, and vendors.
* Airline ticket purchases for out-of-state travel and payments made to out-of-state workers are not considered funds “spent in California.” However, funds spent by out-of-state workers in California (e.g. lodging) and airline travel originating and ending in California are considered funds “spent in California.” A business located in California means: 1) businesses registered with Secretary of State AND 2) transaction is with a location in California that is directly related to the grant project (e.g., direct purchase of material and equipment to be used in the grant) and results in the support of California business and jobs.
	+ Example 1: CEC funds will be spent on temperature sensors.  The temperature sensors are manufactured in Washington. The grant recipient orders the temperature sensors directly from a CA based supply house.  The invoice shows that the transaction occurred with the CA based supply house. This transaction is eligible and can be counted as funds spent in CA.
	+ Example 2: CEC funds will be spent on temperature sensors. The temperature sensors are manufactured in Washington. The grant recipient orders the temperature sensors directly from Washington.  The manufacturer has training centers in CA that instructs purchasers on how to use the sensors. The invoice shows that the transaction occurred in Washington. This transaction is not eligible and cannot be counted as funds spent in CA.

## CEC’s Rights and Remedies

Any process explained in this solicitation is in addition to, and does not restrict, any other rights and remedies available to the CEC.

# II. Eligibility Requirements

## Applicant Requirements

1. **Eligibility**

This solicitation is open to California port authorities, port operators, port commissions, and their respective authorized agents, other California waterfront facilities, and other entities that demonstrate a commitment to California offshore wind energy investments and are partnered with a California waterfront facility. Applicants must provide to the CEC proof of having site control by submitting adequate documentation of site control and possession. Documentation of site control and possession may include, but is not limited to, an executed lease for the land on which the project will take place.

Category I

Projects funded under Category I can include activities to support developing individual or regional retrofit concepts and investment plans. For regional projects (i.e. includes multiple sites), applicants can demonstrate site control by including documentation from each entity with site control of each site that will be a part of the project. Documentation can include a letter signed by an authorized agent of the entity with site control. Each entity with site control should have key personnel on the Project Team form.

Category II

Projects funded under Category II are for **advanced planning projects that build upon existing efforts undertaken by the applicant to prepare for floating offshore wind development.** [~~staging and integration ports that have released a notice of preparation pursuant to the CEQA process on or before February 29, 2024.~~] Applicants applying for Category II funding must demonstrate that their proposed project is for **supporting** staging and integration for **developing** floating offshore wind and **include documentation demonstrating the existing efforts that the proposed project would build upon.**  [~~include a copy of a notice of preparation for CEQA for their proposed project.~~]

1. **Terms and Conditions**

Each grant agreement resulting from this solicitation will include terms and conditions that set forth the grant recipient’s rights and responsibilities. By submitting an application in the GSS system, each applicant agrees to enter into an agreement with the CEC to conduct the proposed project according to the terms and conditions that correspond to its organization, without negotiation: (1) University of California and California State University terms and conditions; (2) U.S. Department of Energy terms and conditions; (3) Special Terms and Conditions for California Native American Tribes and Tribal Organizations with Sovereign Immunity in addition to the standard terms and conditions; or (4) standard terms and conditions. All terms and conditions are located at <https://www.energy.ca.gov/funding-opportunities/funding-resources>. Refer to the applicable terms and conditions for this solicitation. Failure to agree to the terms and conditions by taking actions such as failing to provide the required authorizations and certifications or indicating that acceptance is based on modification of the terms may result in **rejection** of the application. Applicants **must** **read** the terms and conditions carefully.The CEC reserves the right to modify the terms and conditionsprior to executing grant agreements.

If a California Native American Tribe (Tribe) or California Tribal Organization with sovereign immunity is listed as a proposed awardee in the Notice of Proposed Award, CEC staff must receive the following before bringing the proposed award to a CEC Business Meeting:

* + - A resolution or other authorizing document by the governing body of the Tribe or California Tribal Organization authorizing the Tribe or California Tribal Organization to enter into the proposed agreement, including accepting the Special Terms and Conditions for California Native American Tribes and Tribal Organizations with Sovereign Immunity.
* A limited waiver of sovereign immunity in the form and manner required by tribal law; and
* A resolution or other authorizing document delegating authority to execute the agreement to an appropriate individual.

The above requirements may be provided in one or more documents. The document(s) will be included as an exhibit to the resulting grant agreement.

Delay in award. Any delay in the Tribe or Tribal Organization’s ability to provide such documentation may result in delayed award of the grant agreement.

Reservation of right to cancel proposed award. Funds available under this solicitation have encumbrance deadlines which the CEC must meet in order to avoid expiration of the funds. In addition to any other rights reserved to it under this solicitation or that it otherwise has, the CEC reserves the right to cancel a proposed award if it determines, in its sole and absolute discretion, that the documentation described above would likely not be provided prior to an encumbrance deadline, and that the CEC’s ability to meet its encumbrance deadline may thereby be jeopardized. In this instance, the CEC may cancel the proposed award and award funds to the next highest scoring applicant.

1. **California Secretary of State Registration**

All corporations, limited liability companies (LLCs), limited partnerships (LPs) and limited liability partnerships (LLPs) that conduct intrastate business in California are required to be registered and in good standing with the California Secretary of State prior to its project being recommended for approval at an CEC Business Meeting.  If not currently registered with the California Secretary of State, applicants and project team members (e.g. subrecipients and even match fund partners) are encouraged to contact the Secretary of State’s Office as soon as possible to avoid potential delays in beginning the proposed project(s) (should the application be proposed for funding).  Applicants should provide the exact legal names of entities included in their applications, along with any fictitious business names. Fictitious business names must be currently valid, i.e., not expired with the Secretary of State. As part of the CEC’s due diligence, particularly during the agreement development phase, CEC staff may request the supporting documentation regarding the above registration requirements.

For more information, contact the Secretary of State’s Office via its website at [www.sos.ca.gov](http://www.sos.ca.gov).  Sole proprietors do not have to be registered with the California Secretary of State. However, the local government may require a business license and if using a fictitious business name, registration of the name may be required. Sole proprietors must be able to provide evidence of required licenses and/or registration with the appropriate local government, or evidence that such licenses and/or registration is not required, to the CEC prior to the project being recommended for approval at a CEC Business Meeting.

1. **Russian Sanctions**

The budget must NOT identify that CEC funds will be spent outside of the United States or for out-of-country travel. However, match funds may cover these costs if there are no legal restrictions. Recent legal restrictions may include Russian Sanctions as described below:

On March 4, 2022, Governor Gavin Newsom issued Executive Order N-6-22 (the EO) regarding Economic Sanctions against Russia and Russian entities and individuals. “Economic Sanctions” refers to sanctions imposed by the U.S. government in response to Russia’s actions in Ukraine, as well as any sanctions imposed under state law. The EO directs state agencies to terminate contracts with, and to refrain from entering any new contracts with, individuals or entities that are determined to be a target of Economic Sanctions.

Accordingly, should the State determine Recipient is a target of Economic Sanctions or is conducting prohibited transactions with sanctioned individuals or entities, that shall be grounds for termination of this agreement. The State shall provide Recipient advance written notice of such termination, allowing Recipient at least 30 calendar days to provide a written response. Termination shall be at the sole discretion of the State.

# III. Application Submission Instructions

## Application Format, Page Limits

All items listed below are required as part of the application package. Failure to provide any items may result in disqualification of the application. Attachment requirements are expanded and explained below in this section and in the attachments themselves.

|  |  |  |
| --- | --- | --- |
| **Item** | **Attachment Number**  | **Page Limitation** |
| Full Application Form | Attachment 1 |  None |
| Executive Summary | Attachment 2 | Two pages |
|  Project Narrative | Attachment 3 | Thirty pages  |
| Project Team | Attachment 4 | Two pages for each resume |
| Project Schedule | Attachment 5 | Four pages |
| Proposal Budget  | Attachment 6 | None |
| CEQA Compliance Form | Attachment 7 | None |
| **Item** | **Attachment Number**  | **Page Limitation** |
| Scope of Work | Attachment 8 | Thirty pages |
| Past Project Information | Attachment 9 | Two pages for each project description |
| Commitment and Support Letters  | Attachment 10 | Two pages, excluding the cover page |
| Project Performance Metrics | Attachment 11 | None |
| Applicant Declaration | Attachment 12 | None |
| References for Calculating Energy End-Use and GHG Emissions (optional) | Attachment 13 | None |

## Method For Delivery

The method of delivery for this solicitation is the CEC’s General Solicitation System, available at: <https://gss.energy.ca.gov/>. This online tool allows applicants to submit their electronic documents to the CEC prior to the date and time specified in this solicitation. Electronic files must be in Microsoft Word, (.doc or .docx), Excel Office Suite (.xls or .xlsx), and Portable Document Format (.pdf) formats unless originally provided in the solicitation in another format. Attachments requiring signatures, such as match funding commitment letters, may be scanned and submitted in PDF format. Completed Proposal Budget forms, Attachment 6, must be in Excel format.  The system will not allow applications to be submitted after the due date and time.

First time users must register as a new user to access the system. Applicants will receive a confirmation email after all required documents have been successfully uploaded. Applicants will be required to upload all attachments marked “required” in the system in order for the application to be submitted. You may contact the Commission Agreement Officer identified in Section I.G. of the solicitation for more assistance.

**The deadline to submit applications through GSS is 11:59 p.m**. on the Deadline to Submit Applications date shown in the Key Activities Schedule. GSS automatically closes at 11:59 pm. If the full submittal process has not been completed before 11:59 p.m., your application will not be considered.

The CEC strongly encourages Applicants to upload and submit all applications by 5:00 p.m. because CEC staff will not be available after 5:00 p.m. or on weekends to assist with the upload process. And please note that while we endeavor to assist all would-be applicants, we can’t guarantee staff will be available for in-person consultation on the due date, so please plan accordingly.

Please give yourself ample time to complete all steps of the submission process: do not wait until right before the deadline to begin the process. Due to factors outside the CEC’s control and unrelated to GSS, upload times may be much longer than expected. For example, unexpected issues could occur, causing long delays that prevent timely submission. Please plan accordingly. For instructions on how to apply using the GSS system, please see the How to Apply document available on the CEC website at: https://www.energy.ca.gov/funding-opportunities/funding-resources, under General Funding Information, Grant Solicitation System (GSS) Information.

## Application Content

Below is a general description of each required section of the application. Please reference each individual attachment for a detailed description of the information requested by that attachment. Completeness in submitting all the information requested in each attachment will be factored into application scoring.

1. Full Application Form (Attachment 1)

This form requests basic information about the applicant and the project. Please reference each individual attachment for a detailed description of the information requested by that attachment. The application includes an original Full Application Form that includes all requested information. The application should be signed by an authorized representative of the applicant’s organization.

[~~The CEC may have waived the requirement for a signature on application materials for this solicitation. If a~~ [~~notice regarding CEC’s waiver of the signature requirement~~](https://www.energy.ca.gov/funding-opportunities/solicitations) ~~appears here:~~ [~~https://www.energy.ca.gov/funding-opportunities/solicitations~~](https://www.energy.ca.gov/funding-opportunities/solicitations)~~, the waiver applies to this solicitation. In the event of a conflict between the notice and any language in this solicitation regarding signatures, the notice will govern.~~]

1. Executive Summary Form (Attachment 2)

The Executive Summary includes: a project description; the project goals and objectives to be achieved; an explanation of how the goals and objectives will be achieved, quantified, and measured; and a description of the project tasks and overall management of the agreement.

1. Project Narrative Form (Attachment 3)

This form includes the majority of the applicant’s responses to the Scoring Criteria in Section IV and describes how the Scope of Work, Project Schedule, and Project Budget incorporate the tasks for the applicable project category as described in Section I.C.2.

1. Project Team Form (Attachment 4)

Identify by name all key personnel[[11]](#footnote-12) assigned to the project, including the personnel that are employed by the applicant, a subrecipient or sub-subrecipient, the project manager and principal investigator (if applicable), and individuals employed by any major subrecipient (a major subrecipient is a subrecipient receiving $100,000 or more of Commission funds). Clearly describe their individual areas of responsibility. Include the information required for each individual, including a résumé (maximum two pages).

1. Project Schedule (Attachment 5)

The Project Schedule includes a list of all products, meetings, and due dates, including, but not limited to, the tasks for the applicable project category as described in the Project Activities Section I.C.2. All work must be scheduled for completion by the “Key Activities Schedule” in Section I.E.

Electronic files for the Project schedule must be in MS Excel file format.

1. Proposal Budget Forms (Attachment 6)

Upload all budgets (Prime and Major Subrecipients) as MS Excel attachments in the GSS. Read the instructions tab on the MS Excel Attachment 6 before completing the worksheets. Complete and submit information on all budget worksheets. The salaries, rates, and other costs entered on the worksheets will become a part of the final agreement.

1. All project expenditures (match share and reimbursable) must be made within the Anticipated Agreement Start and End dates listed in the “Key Activities Schedule” of this solicitation manual. Match funds share requirements are discussed in Section I.K of this solicitation. The entire term of the agreement and projected rate increases must be considered when preparing the budget.
2. The budget must reflect estimates for **actual** costs to be incurred during the agreement term. The CEC may only approve and reimburse for actual costs that are properly documented in accordance with the grant agreement terms and conditions. Rates and personnel shown must reflect the rates and personnel the applicant would include if selected as a Recipient.
3. The rates proposed, except for Direct Labor and Fringe Benefits, are considered capped and may not change during the agreement term. Except for Direct Labor and Fringe Benefits, the grant recipient will only be reimbursed for actual rates and not to exceed the capped rates. The rates proposed for Direct Labor and Fringe Benefits are treated as estimates; a grant recipient can invoice at higher rates as long as it is only invoicing for actual expenditures it has made. If an applicant, by law, cannot agree to Direct Labor and Fringe Benefits rates being treated as estimates, the applicant can request to modify this term. This modification may be negotiated if the applicant is proposed for award. The CEC retains the sole right to refuse to agree to any requested modifications. The budget must NOT include any grant recipient profit from the proposed project, either as a reimbursed item, match share, or as part of overhead or general and administrative expenses (subrecipient profit is allowable, though the maximum percentage allowed is 10% of the total subrecipient rates for labor, and other direct and indirect costs as indicated in the Category Budget tab). Please review the terms and conditions and budget forms for additional restrictions and requirements.
4. The budget must allow for the expenses of all meetings and products described in the Scope of Work. Meetings may be conducted at the CEC or by conference call, as determined by the CAM.
5. Applicants must budget for permits and insurance. Permitting costs may be accounted for in match share. Permit costs and the expenses associated with obtaining permits are not reimbursable with CEC funds, with the exception of costs incurred by University of California grant recipients.
6. The budget must NOT identify that CEC funds will be spent outside of the United States or for out-of-country travel.  However, match funds may cover these costs if there are no legal restrictions.
7. Applicants proposing Category II projects must show on the budget the CEC funds requested going toward funding capacity for local communities and California Native American Tribes as described in the Project Activities Section I.C.2.
8. **Prevailing wage requirement:** Projects that receive an award of public funds from the CEC often involve construction, alteration, demolition, installation, repair or maintenance work over $1,000. For this reason, projects that receive an award of public funds from the CEC are likely to be considered public works under the California Labor Code. See Chapter 1 of Part 7 of Division 2 of the California Labor Code, commencing with Section 1720 and Title 8, California Code of Regulations, Chapter 8, Subchapter 3, commencing with Section 16000.

Projects deemed to be public works require among other things the payment of prevailing wages, which can be significantly higher than non-prevailing wages.

By accepting this grant, the grant recipient as a material term of this agreement shall be fully responsible for complying with all California public works requirements including but not limited to payment of prevailing wage. Therefore, as a material term of this grant, the grant recipient must either:

* + - 1. Proceed on the assumption that the project is a public work and ensure that:
1. prevailing wages are paid; and
2. the project budget for labor reflects these prevailing wage requirements; and
3. the project complies with all other requirements of prevailing wage law including but not limited to keeping accurate payroll records, and complying with all working hour requirements and apprenticeship obligations; or,
	* + 1. Timely obtain a legally binding determination from the Department of Industrial Relations or a court of competent jurisdiction before work begins on the project that the proposed project is not a public work.
4. California Environmental Quality Act (CEQA) Compliance Form (Attachment 7)

The CEC requires the information on this form to facilitate its evaluation of proposed activities under CEQA (California Public Resources Code Section 21000 et. seq.), a law that requires state and local agencies in California to assess the potential environmental impacts of their proposed actions. The form will also help applicants to determine CEQA compliance obligations by identifying which proposed activities may be exempt from CEQA and which activities may require additional environmental review. If proposed activities are exempt from CEQA (such as paper studies), the worksheet will help to identify and document this. This form must be completed regardless of whether the proposed activities are considered a “project” under CEQA.

Failure to complete the CEQA process in a timely manner after the CEC’s Notice of Proposed Award may, in the CEC’s sole discretion and without limiting any of the CEC’s other rights and remedies, result in the cancellation of a proposed award and allocation of funding elsewhere, such as to the next highest-scoring project.

1. Scope of Work Template (Attachments 8)

Applicants must include a completed Scope of Work for each project, as instructed in the template. The Scope of Work identifies the tasks required to complete the project, including the tasks for the applicable project category as described in the Project Activities Section I.C.2.

Electronicfiles for the Scope of Work must be in **MS Word** file format**.**

1. Past Projects Information (Attachment 9)

The Past Projects Information Form asks for information about the Applicant and its major subrecipients’ past agreements with the CEC and other entities.

1. Commitment and Support Letter Form (Attachment 10)

A commitment letter commits an entity or individual to providing the service or funding described in the letter. A support letter details an entity or individual’s support for the project. Commitment and Support Letters must be submitted with the application. Letters that are not submitted by the application deadline will not be reviewed and counted towards meeting the requirement specified in the solicitation.

* + 1. Commitment Letters

Applicants must submit a **match funding** commitment letter from each entity that is committing to providing match funding. Each commitment letter must be signed by an authorized representative of the entity or by the individual that is making the commitment. A commitment letter must include all of the following: (1) identification of the source(s) of the funds; (2) a justification of the dollar value claimed; (3) an unqualified (i.e. without reservation or limitation) commitment that guarantees the availability of the funds for the project; and (4) a strategy for replacing the funds if they are significantly reduced or lost.

* The applicant must include a site commitment letter signed by an authorized representative of the proposed project site. The letter should: (1) identify the location of the site (street address, parcel number, tract map, plot map, etc.) which must be consistent with Attachment 10; and (2) unconditionally commit to providing the site for the proposed activities if recipient is awarded a CEC grant.
* **Project partners** that are making contributions other than match funding or a demonstration and deployment site, and are not receiving CEC funds, must submit a commitment letter signed by an authorized representative that: (1) identifies how the partner will contribute to the project; and (2) unconditionally commits to making the contribution if Recipient is awarded a CEC grant.
	+ 1. Support Letters

All applicants must include at least one support letter from a project stakeholder (i.e., an entity or individual that will benefit from or be involved in the project) that: (1) describes the stakeholder’s interest or involvement in the project; (2) indicates the extent to which the project has the support of the relevant industry and/or organizations; and (3) describes any support it intends (but does not necessarily commit) to provide for the project, such as funding or technical input from offshore wind energy developers and equipment manufactures.

1. Project Performance Metrics (Attachment 11)

The purpose of this questionnaire is to identify and document performance targets for the project. The performance targets should be a combination of scientific, engineering and techno-economic metrics that provide the most significant indicator of the project’s success. The metrics should provide constructive targets for the performance of the project and how the metric will be measured and evaluated, during the project and after the project is complete.

1. Applicant Declaration (Attachment 12)

This form requests the applicant make certain declarations under penalty of perjury. This form must be signed by an authorized representative of the applicant’s organization.

1. References for Calculating Energy End-Use and GHG Emissions (Attachment 13)

Any estimates of energy savings or GHG impacts described in the application should be calculated as specified on this form, to the extent that the references apply to the proposed project.

# IV. Evaluation and Award Process

## Application Evaluation

Applications will be evaluated and scored based on responses to the information requested in this solicitation and on any other information available, such as past performance of CEC agreements. To evaluate applications, the CEC will organize an Evaluation Committee that consists of primarily, or all CEC staff. The Evaluation Committee may use additional technical expert reviewers to provide an analysis of applications.

1. **Stage One: Application Screening**

The Evaluation Committee will screen applications for compliance with the Screening Criteria in **Section E** of this Part. **Applications that fail any of the screening criteria will be rejected.**

1. **Stage Two: Application Scoring**

Applications that pass Stage One will be submitted to the Evaluation Committee for review and scoring based on the Scoring Criteria in **Section F** of this Part.

* The scores for each application will be the average of the combined scores of all Evaluation Committee members.
* **A minimum score of 70.0 points** is required for criteria 1-7 to be eligible for funding. In addition, the application must receive a minimum score of **52.50 points for criteria 1−5,** to be eligible for funding.

## Ranking, Notice of Proposed Award, and Agreement Development

1. **Ranking and Notice of Proposed Award**

Applications that receive at least the minimum required score for all criteria will be ranked according to their score by group.

* CEC staff will post a **Notice of Proposed Award (NOPA)** that includes: (1) the total proposed funding amount; (2) the rank order of applicants; and (3) the amount of each proposed award. The CEC will post the NOPA on its website and will e-mail it to all entities that submitted an application. Proposed awards must be approved by the CEC at a business meeting.

**Debriefings:** Applicants that are not proposed for funding may request a debriefing after the release of the NOPA by e-mailing the CAO listed in Part I. A request for debriefing must be received **no later than 30 calendar days** after the NOPA is released.

* In addition to any of its other rights, the CEC reserves the right to:
	+ Allocate any additional funds to passing applications, in rank order;
	+ Aggregate funds from multiple groups to fully fund the highest ranked passing application(s), regardless of group. (if applicable); and

Negotiate with successful applicantstomodify the project scope, schedule, project team entity that will receive the award, project location and/or level of funding.

1. **Agreements**

Applications recommended for funding in a NOPA will be developed into a proposed grant agreement to be considered at a CEC Business Meeting. Grant recipients may begin the project only after full execution of the grant agreement (i.e., approval at a CEC business meeting and signature by the grant recipient and the CEC).

* **Agreement Development:** The Contracts, Grants, and Loans Office will send the grant recipient a grant agreement for approval and signature. The agreement will include the applicable terms and conditions and will incorporate this solicitation and the application by reference. The CEC reserves the right to modify the award documents (including the project scope, level of funding and terms and conditions) prior to executing any agreement.
* **Performance Evaluation:** An applicant receiving an award under this solicitation is subject to evaluation of performance under the resulting agreement. The CEC reserves the right to utilize the performance evaluation to screen and score future funding applications.
* **Failure to Execute an Agreement:** If the CEC is unable to successfully execute an agreement with an applicant in a timely manner, it reserves the right to cancel the pending award and use the funds elsewhere, such as to fund the next highest-ranked, eligible application.

## Grounds to Reject an Application or Cancel an Award

Applications that do not pass the screening stage will be rejected. In addition, the CEC reserves the right to reject an application and/or to cancel an award for any reason, including any of the following:

* The application contains false or intentionally misleading statements or references that do not support an attribute or condition contended by the applicant.
* The application is intended to erroneously and fallaciously mislead the State in any way.
* The application does not comply or contains caveats that conflict with the solicitation, and the variation or deviation is material.
* The applicant has previously received funding through an EPIC or Public Interest Energy Research (PIER) agreement, has received the royalty review letter (which the CEC annually sends out to remind past award recipients of their obligations to pay royalties), and has not responded to the letter or is otherwise not in compliance with repaying royalties.
* The applicant has received unsatisfactory agreement performance evaluations from the CEC or another California state agency.
* The applicant is a business entity required to be registered with the California Secretary of State and is not in good standing.
* The applicant has not demonstrated that it has the financial capability to complete the project.
* The applicant fails to meet CEQA compliance within sufficient time for the CEC to meet its encumbrance deadline or any other deadlines, as the CEC in its sole and absolute discretion may determine.
* The applicant has included a statement or otherwise indicated that it will not accept the terms and conditions, or that acceptance is based on modifications to the terms and conditions. If an applicant, by law, cannot agree to certain terms and conditions, the applicant can request a modification. This modification may be negotiated if the applicant is proposed for award. The CEC retains the sole right to refuse to agree to any requested modifications.

## Miscellaneous

1. **Solicitation Cancellation and Amendment**

It is the policy of the CEC not to solicit applications unless there is a bona fide intention to award an agreement. However, if it is in the State’s best interest, the CEC reserves the right, in addition to any other rights it has, to do any of the following:

* Cancel this solicitation;
* Revise the amount of funds available under this solicitation;
* Amend this solicitation as needed; and/or
* Reject any or all applications received in response to this solicitation.

If the solicitation is amended, the CEC will post an addendum on CEC’s website at: https://www.energy.ca.gov/funding-opportunities/solicitations. The CEC will not reimburse applicants for application development expenses under any circumstances, including cancellation of the solicitation.

1. **Modification or Withdrawal of Application**

Applicants may recall or modify a submitted application within GSS before the deadline to submit applications. Applications cannot be changed after that date and time. Applicants should contact the CAO to recall or modify a submitted application within GSS. An application cannot be “timed” to expire on a specific date. For example, a statement such as the following is non-responsive to the solicitation: “This application and the cost estimate are valid for 60 days.”

1. **Confidentiality**

Though the entire evaluation process from receipt of applications up to the posting of the NOPA is confidential, **all submitted documents will become publicly available records** and property of the State after the CEC posts the NOPA or the solicitation is cancelled. **The CEC will not accept or retain applications that identify any portion as confidential unless the applicant clarifies in writing that marking the material as confidential was a mistake and the material can be made public.**

1. **Solicitation Error**

If an Applicant discovers any ambiguity, conflict, discrepancy, omission, or other error in the solicitation at any time prior to 5:00 p.m. of the application deadline date, the Applicant should immediately notify the CEC of the error in writing and request modification or clarification of the solicitation. The CEC will provide modifications or clarifications by written notice to all entities that requested the solicitation. The CEC will not be responsible for failure to correct errors.

1. **Immaterial Defect**

The CEC may waive any immaterial defect or deviation contained in an application. The CEC’s waiver will not modify the application or excuse an applicant proposed for funding from full compliance with solicitation requirements.

1. **Tiebreakers**
* If the score for two or more applications are tied, the application with a higher score in the **Impacts and Benefits to California** criterion will be ranked higher. If still tied, an objective tie-breaker (such as a random drawing) will be used.
1. **Clarification Interviews**

The Evaluation Committee may conduct optional Clarification Interviews with applicants to clarify and/or verify information submitted in the application. However, these interviews may not be used to change or add to the content of the original application. Applicants will not be reimbursed for time spent answering clarifying questions.

1. **Opportunity to Cure Administrative Errors**

The CEC understands and appreciates the significant time and expense applicants spend preparing applications.  An administrative error that prevents an applicant from submitting a complete application frustrates both the CEC and applicants.  The purpose of this process is to reduce the number of applications screened out or receiving a significantly reduced score for administrative errors while maintaining a fair competition.  This process also ensures better competition and thus better projects to benefit California.

After the application deadline, an applicant might identify, or the Evaluation Committee may find what reasonably appears to be, an administrative error.  For purposes of this solicitation only, an administrative error is defined as an applicant’s inadvertent mistake that prevents materials in existence as of the application deadline from appearing in its submitted application.  Examples include, but are not limited to, accidentally:

* Scanning and submitting every other page in a document instead of every page.
* Submitting the wrong document.
* Leaving out a document.

If the Evaluation Committee find what reasonably appears to be an administrative error, they can communicate with the applicant to confirm.  If an applicant finds an administrative error in its application, it should immediately contact the Commission Agreement Officer listed in the “Contact Information/Questions” section of this solicitation.

If an administrative error has been identified and communicated to the Commission Agreement Officer, the CEC may, but is not required to, allow the applicant a period of time to provide the missing materials.  Reasons why the CEC might NOT allow an applicant to fix an administrative error include, but are not limited to:

* The funds have a deadline that does not allow time to fix the error.
* The application has been screened out or does not receive a passing score for reasons unrelated to the administrative error, making irrelevant any efforts to fix the error.
* The applicant brings the error to the CEC’s attention too late in the solicitation process (e.g., after awards have been approved at a Business Meeting).

If the Evaluation Committee allows an applicant the opportunity to fix an administrative error, the Commission Agreement Officer will communicate in writing to the applicant’s project manager listed the deadline by which the applicant must provide the missing materials. Reasonable efforts will be made to confirm receipt of the notice, but actual notice cannot be guaranteed, and the obligation is on the applicant to ensure the proper contact(s) are listed and available to respond. The Evaluation Committee will not consider any materials submitted after the deadline.

This process only allows applicants to submit materials in existence as of the application deadline. This process does NOT allow applicants to submit material created or modified after the application deadline. The CEC has sole discretion to determine whether materials submitted are eligible for consideration by the Evaluation Committee under this opportunity to cure.

Applicants must include the following certification along with the materials it submits to fix an administrative error and must explain why the materials were not provided due to an inadvertent administrative error:

**“I certify on behalf of the applicant that the materials provided herein existed at the time of the application deadline, have not been modified since, and were not originally provided due to an inadvertent administrative error as described herein.”**

The Evaluation Committee is not responsible for finding, or communicating with the applicant about, any errors in an application. Applicants remain solely responsible for submitting applications, including any material submitted to fix an administrative error, that meet all solicitation requirements.

## Stage One: Application Screening

| **Screening Criteria** *The Application must pass ALL criteria to progress to Stage Two.* | **Pass/Fail** |
| --- | --- |
| 1. The application is received by the CEC’s Contract, Grants, and Loans Office by the due date and time specified in the “Key Activities Schedule” in Part I of this solicitation and is received in the required manner (e.g., no emails or faxes).
 | [ ]  Pass [ ]  Fail |
| 1. The applicant provides the required authorizations and certifications.
 | [ ]  Pass [ ]  Fail |
| 1. The applicant has not included a statement that is contrary to the required authorizations and certifications.
 | [ ]  Pass [ ]  Fail |
| 1. Applicant is eligible to apply under this soliciation (Section II, Eligibility Requirements).
 | [ ]  Pass [ ]  Fail |
| 1. Proposed project is eligible in accordance with this solicitation (Section I.C., Project Focus).
 | [ ]  Pass [ ]  Fail |
| 1. The requested funding falls within the minimum and maximum range specified in Part I of this solicitation (Section I.D., Funding)
 | [ ]  Pass [ ]  Fail |

 [~~The CEC may have waived the requirement for a signature on application materials for this solicitation. If a~~ [~~notice regarding CEC’s waiver~~](https://www.energy.ca.gov/funding-opportunities/solicitations) ~~of the signature requirement appears here:~~ [~~https://www.energy.ca.gov/funding-opportunities/solicitations~~](https://www.energy.ca.gov/funding-opportunities/solicitations)~~, the waiver applies to this solicitation. In the event of a conflict between the notice and any language in this solicitation regarding signatures, the notice will govern.]~~

**Screening Criteria for Past Performance**

| **Screening Criteria** |  |
| --- | --- |
| **Applicant Past Performance with Energy Commission**An applicant may be disqualified under this solicitation due to severe performance issues under one or more prior or active CEC agreements. This past performance screening criterion does not apply to applicants that do not have any active or prior agreements with the CEC. The applicant—defined for the purpose of this past performance screening criterion as at least one of the following: the business, principal investigator, or lead individual acting on behalf of themselves—received funds from the Energy Commission (e.g., contract, grant, or loan) and entered into an agreement(s) with the Commission and demonstrated **severe performance issues** characterized by significant negative outcomes including:* Significant deviation from agreement requirements that were caused by factors that are, or should have been, within applicant’s control;
* Termination with cause;
* Demonstrated poor communication, project management, and/or inability, due to circumstances within applicant’s control, or which should have been within applicant’s control, from materially completing the project;
* Deliverables were not submitted to the CEC or were of significantly poor quality. For example, applicant delivered poorly written reports that required significant rework by staff prior to acceptance or publication; and
* Severe audit findings not resolved to CEC’s satisfaction. Severe audit findings may include, but are not limited to, incomplete or unsatisfactory deliverables, grant funds used inappropriately (i.e., other than as represented), or questioned costs.
 |  |
| **Must pass to continue with Scoring Criteria** | **Pass/Fail** |

## Stage Two: Application Scoring

Applications that pass ALL Stage One Screening Criteria and are not rejected as described in Section IV.C. will be evaluated based on the Scoring Criteria and the Scoring Scale below (except for criteria 7 and 8, which will be evaluated as described in each criterion). Each criterion has an assigned number of possible points and is divided into multiple sub-criteria. The sub-criteria are not equally weighted. The Project Narrative Attachment must respond to each sub-criterion, unless otherwise indicated.

**Scoring Scale**

|  |  |  |
| --- | --- | --- |
| **% of Possible Points** | **Interpretation** | **Description** |
| 0% | Not Responsive | Response does not include or fails to address the requirements being scored. The omission(s), flaw(s), or defect(s) are significant and unacceptable. |
| 10-30% | Minimally Responsive | Response minimally addresses the requirements being scored. The omission(s), flaw(s), or defect(s) are significant and unacceptable. |
| 40-60% | Inadequate | Response addresses the requirements being scored, but there are one or more omissions, flaws, or defects or the requirements are addressed in such a limited way that it results in a low degree of confidence in the proposed solution. |
| 70% | Adequate | Response adequately addresses the requirements being scored. Any omission(s), flaw(s), or defect(s) are inconsequential and acceptable. |
| 75% | Between Adequate and Good | Response better than adequately addresses the requirements being scored. Any omission(s), flaw(s), or defect(s) are inconsequential and acceptable. |
| 80% | Good | Response fully addresses the requirements being scored with a good degree of confidence in the applicant’s response or proposed solution. No identified omission(s), flaw(s), or defect(s). Any identified weaknesses are minimal, inconsequential, and acceptable. |
| 85% | Between Good and Excellent | Response fully addresses the requirements being scored with a better than good degree of confidence in the applicant’s response or proposed solution. No identified omission(s), flaw(s), or defect(s). Any identified weaknesses are minimal, inconsequential, and acceptable. |
| 90% | Excellent | Response fully addresses the requirements being scored with a high degree of confidence in the applicant’s response or proposed solution. Applicant offers one or more enhancing features, methods or approaches exceeding basic expectations. |
| 95% | Between Excellent and Exceptional | Response fully addresses the requirements being scored with a better than excellent degree of confidence in the applicant’s response or proposed solution. Applicant offers one or more enhancing features, methods or approaches exceeding basic expectations. |
| **% of Possible Points** | **Interpretation** | **Description** |
| 100% | Exceptional | All requirements are addressed with the highest degree of confidence in the applicant’s response or proposed solution. The response exceeds the requirements in providing multiple enhancing features, a creative approach, or an exceptional solution. |

**Scoring CRITERIA**

**The Project Narrative Attachment** must respond to each criterion below. The responses must directly relate to the solicitation requirements and focus as stated in the solicitation. Any estimates of energy savings or GHG impacts should be calculated as specified in the References for Calculating Energy End-Use and GHG Emissions Attachment, to the extent that the references apply to the proposed project.

**Please Note:** Added language appears in **bold underline**, and deleted language appears in [~~strikethrough~~] and within square brackets.

| **Scoring Criteria** | **Possible Points** |
| --- | --- |
| 1. **Technical Merit**
2. The proposed project provides a clear and concise description of the technological advancement, scientific knowledge advancement, and/or innovation that will overcome barriers to achieving the State’s statutory energy goals.
3. Describes the competitive advantages of the proposed project over alternative project locations (e.g., efficiency, emissions, durability, cost).
4. Provides the current site readiness and technical capabilities and describe how the project will advance readiness and capabilities by the end of the project.
5. Describes at what scale the technologies necessary (e.g., wharfs, docks, cranes, etc.) for the project being planned for, that have been successfully demonstrated, including size or capacity, number of previous installations, location and duration, results, etc.
6. Describes how the proposed project will lead to deployment of floating offshore wind technology in California, specifically the 5 areas under lease from BOEM and awarded in the PACW-1 lease sale.
7. Provides information described in Section I.C.
 | **15** |
| 1. **Technical Approach**
2. The application describes the technique, approach, and methods to be used in performing the work described in the Scope of Work.
3. The Scope of Work identifies goals, objectives, and deliverables, details the work to be performed, and aligns with the information presented in Project Narrative.
4. The application identifies the reliability that the project will be carried out if funds are awarded.
5. Identifies and discusses factors critical for success, in addition to risks, barriers, and limitations (e.g. loss of site control, key subrecipient, future funding, permitting). Provides a plan to address them.
6. Discusses the degree to which the proposed work is technically feasible and achievable within the proposed Project Schedule and the Key Activities Schedule in Section I.E.
7. Provides a clear and plausible measurement and verification plan that describes how benefits specified in the application will be determined and measured.
8. Provides information documenting progress towards achieving compliance with the California Environmental Quality Act (CEQA) by addressing the areas in Section I.I.
9. Describes the approach to addressing how the Project Activities for the applicable project category as described in Section I.C.2 will be carried out, with specific reference to the proposed Scope of Work.
10. Provides information described in Section I.C.
 | **20** |
| 1. **Impacts and Benefits for California**

Explains how the proposed project would create benefits in California and provides clear, plausible, and justifiable (quantitative preferred) potential benefits. Provide and explain non-energy benefits including: GHG emission reductions, air emission reductions (e.g., criteria pollutant emissions), job creation and quality, workforce development, economic development, increased public safety, equity, and greater resiliency, among others. 1. States the timeframe, assumptions with sources, and calculations for the estimated benefits, and explains their reasonableness. Include baseline or “business as usual” over timeframe.
2. Explains the project development strategy including near-term (e.g. 15 percent design), mid-term, and long-term steps necessary to develop the project, how it will meet requirements for floating offshore wind, and underlying assumptions.
3. Identifies the expected financial performance (e.g. payback period, ROI) of the project when developed at scale.
4. Identifies the specific opportunities which the project intends to leverage to reach full-scale (e.g. fully developed project).
5. Demonstrates how the project will minimize or eliminate any negative impact on surrounding communities’ exposure to pollutants and the adverse environmental conditions caused by pollution with the goal of promoting better health and equity.
6. Describes how the project would benefit and impact geographic areas of the state, including Disadvantaged Communities, Low-income Communities, and Under-resourced Communities.
7. Describes the specific stakeholders, tribes, and organizations already engaged by the applicant, as well as those the applicant intends to engage in the project.
8. Describes how the proposed Project Activities as required in Section I.C.2 will be carried out to address impacts and create benefits.
9. Demonstrates the need for state funding for the proposed project and how state funding can increase the ability to leverage private and public capital.
10. Estimates of when the project would support additional electrical generation (i.e. offshore wind) to be made available at net peak hours or during critical grid conditions.
11. Estimates of onsite reductions of the emissions of greenhouse gases and criteria air pollutants that will occur as a direct result of CEC funds.
 | **25** |
| 1. **Team Qualifications, Capabilities, and Resources**

Evaluations of ongoing or previous projects including project performance by applicant and team members will be used in scoring for this criterion. 1. Identifies credentials of applicant and any subrecipient and sub-subrecipient key personnel, including the project manager, principal investigator, and technology transfer lead *(include this information in the Project Team Form Attachment).*
2. Demonstrates that the project team has appropriate qualifications, experience, financial stability, and capability to complete the project.
3. Explains the team structure and how various tasks will be managed and coordinated.
4. Describes the facilities, infrastructure, and resources available that directly support the project.
5. Describes the team’s history of successfully completing projects in the past 10 years.
 | **15** |
| **Total Possible Points for criteria 1− 4 [~~5]~~****(Minimum Passing Score for criteria 1− 4 [~~5~~] is 70% or 52.50)** | **75** |
| 1. **Budget and Cost-Effectiveness**
2. Budget forms are complete for the applicant and all subrecipients, as described in the Budget instructions, including as applicable, budgeted funds for Project Activities described in Section I.C.2.
3. Justifies the reasonableness of the requested funds relative to the project goals, objectives, and tasks.
4. Justifies the reasonableness of direct costs (e.g., labor, fringe benefits, equipment, materials & misc., travel, and subrecipients).
5. Justifies the reasonableness of indirect costs (e.g., overhead, facility charges (e.g., rent, utilities), burdens, subrecipient profit, and other like costs).
 | **10** |
| 1. **CEC Funds Spent in California**

Projects that maximize the spending of CEC funds in California will receive points as indicated in the table below (see Funds Spent in California section for more details).

|  |  |
| --- | --- |
| **Percentage of CEC funds spent in CA vs Total CEC funds requested**(derived from Budget Attachment) | **Percentage of Possible Points** |
| >60%  | 20% |
| >65%  | 30% |
| >70% | 40% |
| >75%  | 50% |
| >80% | 60% |
| >85%  | 70% |
| >90% | 80% |
| >95%  | 90% |
| >98% | 100% |

 | **10** |
| 1. **Ratio of Direct Labor to Indirect Costs**

The score for this criterion will be calculated by the following formula:$$\frac{Total Direct Labor}{Total Direct Labor + Total Fringe + Total Indirect + Total Profit}$$This ratio will then be multiplied by the maximum possible points for this criterion and rounded to two decimal places.NOTE: For the purposes of this criterion, the CEC will include the facility charges (e.g., rent, utilities, etc.), burdens and other like costs that are budgeted as direct costs into the indirect costs in the formula. | **5** |
| **Total Possible Points for Criteria 1-7****(Minimum Passing Score for Criteria 1 – 7 is 70% or 70.00 points)** | **100** |
| **Total Possible Points** | **100** |
| **Preference Points** Applications must meet all minimum passing scores (Scoring Criteria 1- **4** [~~5~~], and 1-7) to be eligible for preference points. |

| **Scoring Criteria** | **Possible Points** |
| --- | --- |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1. **Match Funds**

Additional points will be awarded to applications that include cash match and in-kind match. Additional points will be awarded based on the percentage of total match (cash + in-kind) to the amount of CEC funds requested as included on the Proposal Budget:**Match Funds Scoring Table**

| Percentage of Proposed Total Match (cash + in-kind)  | Score |
| --- | --- |
| 40 to 100% | 5 |
| 30 to <40% | 4 |
| 20 to <30% | 3 |
| 10 to <20% | 2 |
| 5 to <10% | 1 |

 | **5** |
|  |
| 1. **Cost Share for Federal Award**

Additional points for applications proposing projects in which CEC funds are providing cost share funding to an eligible applicant that receives a federal award for purposes consistent with Category I or Category II activities as described in Section I.C.1.1. The application identifies the amount and source of federal funds, including documentation demonstrating the federal commitment.
2. The application describes how the federal award is consistent with Category I or Category II activities.
3. The application describes risks associated with losing the federal award and explains how CEC funds will be used to complement the federal award.
 | **5** |

1. Assembly Bill 209 added the Clean Energy Program statutes as Public Resources Code (PRC) sections 25660 through 25666. PRC section 25666 directs the CEC to develop and implement a program to support offshore wind infrastructure improvements. [↑](#footnote-ref-2)
2. On July 10, 2024 the CEC adopted the final reports *Assembly Bill 525 Offshore Wind Energy Strategic Plan Volume I: Overview Report, Assembly Bill 525 Offshore Wind Energy Strategic Plan Volume II: Main Report, and Assembly Bill 525 Offshore Wind Energy Strategic Plan Volume III: Appendices.* <https://www.energy.ca.gov/data-reports/reports/ab-525-reports-offshore-renewable-energy>. [↑](#footnote-ref-3)
3. PRC section 71130 (g) “Under-resourced community” means a community identified pursuant to Section 39711 of the Health and Safety Code, subdivision (d) of Section 39713 of the Health and Safety Code, or subdivision (g) of Section 75005. [↑](#footnote-ref-4)
4. Community Benefits Plan. U.S. Department of Energy. <https://www.energy.gov/infrastructure/about-community-benefits-plans>. Building California’s future-Building equity, State of California. <https://build.ca.gov/building-equity/> [↑](#footnote-ref-5)
5. Pacific Standard Time or Pacific Daylight Time, whichever is being observed. [↑](#footnote-ref-6)
6. This deadline does not apply to non-technical questions (e.g., administrative questions concerning application format requirements or attachment instructions), including questions regarding application submission in the GSS or to questions that address an ambiguity, conflict, discrepancy, omission, or other error in the solicitation. Such questions may be submitted to the CAO listed in Section 1.G at any time prior to 5:00 p.m. of the application deadline date. Please see Section 1.G for additional information. [↑](#footnote-ref-7)
7. This catch-all includes other types of environmental reviews, such as those prepared under the National Environmental Policy Act (NEPA). [↑](#footnote-ref-8)
8. Assembly Bill 209 (Statutes of 2021, Chapter 251), available at <https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=202120220AB209>. [↑](#footnote-ref-9)
9. AB 32 (Statutes of 2006, chapter 488) [↑](#footnote-ref-10)
10. SB 350 (Statutes of 2015, chapter 547) [↑](#footnote-ref-11)
11. “Key personnel” are individuals that are critical to the project due to their experience, knowledge, and/or capabilities. [↑](#footnote-ref-12)