



Redwood Coast Energy Authority
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BOARD OF DIRECTORS MEETING AGENDA

July 23, 2020 -Thursday, 3:30 p.m.

COVID-19 NOTICE

RCEA AND HUMBOLDT BAY MUNICIPAL WATER DISTRICT OFFICES WILL NOT BE OPEN TO THE PUBLIC FOR THIS MEETING

Pursuant to the Governor's Executive Order [N-29-20](#) of March 17, 2020, and the Humboldt County Health Officer's March 30, 2020, [Shelter-in-Place Order](#), the RCEA Board of Directors meeting will not be convened in a physical location. Board members will participate in the meeting via an online Zoom video conference.

To listen to the meeting by phone, call (669) 900-6833 or (253) 215-8782. Enter webinar ID: 819 7236 8051. **To watch the meeting online**, join the Zoom webinar at <https://us02web.zoom.us/j/81972368051>.

You may submit written public comment before and during the meeting by email to PublicComment@redwoodenergy.org. Please identify the agenda item number in the subject line. Comments received before the agenda item is heard will be read into the record, with a maximum allowance of approximately 500 words per comment. Comments received after the agenda item is heard and before the meeting's end will be included in the meeting record but not read aloud during the meeting.

To make a comment during the public comment periods, raise your hand in the online Zoom webinar, or press star (*) 9 on your phone to raise your hand. You will continue to hear the meeting while you wait. When it is your turn to speak, a staff member will unmute your phone or computer. You will have 3 minutes to speak.

While downloading the Zoom application may provide a better meeting experience, Zoom does not need to be installed on your computer to participate. After clicking the webinar link above, click "start from your browser."

In compliance with the Americans with Disabilities Act, any member of the public needing special accommodation to participate in this meeting should call (707) 269-1700 or email Ltaketa@redwoodenergy.org at least 3 business days before the meeting. Advance notice enables RCEA staff to make their best effort to reasonably accommodate access to this meeting while maintaining public safety.

Pursuant to Government Code section 54957.5, all writings or documents relating to any item on this agenda which have been provided to a majority of the Board of Directors, including those received less than 72 hours prior to the RCEA Board meeting, will be made available to the public at www.redwoodenergy.org.

OPEN SESSION Call to Order

1. REPORTS FROM MEMBER ENTITIES

2. ORAL COMMUNICATIONS

This time is provided for people to address the Board or submit written communications on matters not on the agenda. At the conclusion of all oral communications, the Board may respond to statements. Any request that requires Board action will be set by the Board for a future agenda or referred to staff.

3. CONSENT CALENDAR

All matters on the Consent Calendar are considered to be routine by the Board and are enacted in one motion. There is no separate discussion of any of these items. If discussion is required, that item is removed from the Consent Calendar and considered separately. At the end of the reading of the Consent Calendar, Board members or members of the public can request that an item be removed for separate discussion.

3.1 Approve Minutes of June 25, 2020, Board Meeting.

3.2 Approve Disbursements Report.

3.3 Accept Financial Reports.

3.4 Adopt Resolution 2020-4 Adopting an Amended Conflict of Interest Code and Authorize the Board Clerk to Submit the Amended Conflict of Interest Code to the Humboldt County Board of Supervisors as the Code Reviewing Body.

3.5 Approve Selection of M.J. Furniss & Associates to Provide Consulting Services to RCEA on Implementation of RePower Humboldt Strategic Plan Measures for an Amount Not to Exceed \$199,674, and Authorize the Executive Director to Prepare and Execute a Professional Services Agreement with M.J. Furniss & Associates for These Services, and All Applicable Documents.

4. REMOVED FROM CONSENT CALENDAR ITEMS

Items removed from the Consent Calendar will be heard under this section.

COMMUNITY CHOICE ENERGY (CCE) BUSINESS (Confirm CCE Quorum)

Items under this section of the agenda relate to CCE-specific business matters that fall under RCEA's CCE voting provisions, with only CCE-participating jurisdictions voting on these matters with weighted voting as established in the RCEA joint powers agreement.

5. OLD CCE BUSINESS

5.1. Energy Risk Management Quarterly Report

Accept Energy Risk Management quarterly report.

6. NEW CCE BUSINESS

6.1. Resource Adequacy and Long-Duration Storage Solicitations (Information only)

END OF COMMUNITY CHOICE ENERGY (CCE) BUSINESS

7. OLD BUSINESS

- 7.1 CAPE/RePower Humboldt status update Q2 (Information only)

8. NEW BUSINESS

- 8.1 Award Contract for CPUC Program Administrator Reporting Services

Award professional services agreement for CPUC Program Administrator reporting and budget filing to [recommended proposer] in the amount of [recommended proposal bid amount] for one year with two potential one-year extensions, and authorize the Executive Director to execute all applicable documents.

Note: The two received proposals were under review at the time of agenda publication. A recommended vendor and amount will be presented to the Board and posted on www.RedwoodEnergy.org on the day of this Board meeting.

- 8.2 RCEA Racial Justice Action Plan Creation

Form a racial justice action plan ad hoc board subcommittee of up to four directors.

9. STAFF REPORTS – None.

10. FUTURE AGENDA ITEMS

Any request that requires Board action will be set by the Board for a future agenda or referred to staff.

11. ADJOURNMENT

NEXT REGULAR MEETING

Thursday, August 27, 2020, 3:30 p.m.

This meeting will be an online teleconference following shelter-in-place orders.



DRAFT BOARD OF DIRECTORS MEETING MINUTES

June 25, 2020 - Thursday, 3:30 p.m.

Notice of this meeting was posted on June 19, 2020. Chair Austin Allison called a regular meeting of the Board of Directors of the Redwood Coast Energy Authority to order on the above date at 3:30 p.m., stating that the teleconference meeting was being conducted pursuant to Brown Act waivers included in Governor Newsom's COVID-19 State of Emergency Executive Order [N-29-20](#) of March 17, 2020, and the Humboldt County Health Officer's March 30, 2020, [Shelter-in-Place Order](#). Chair Allison stated that the posted agenda contained public teleconference meeting participation instructions.

PRESENT: Chair Austin Allison, Stephen Avis, Chris Curran, Vice Chair Estelle Fennell, Dwight Miller, Michael Winkler, Dean Glaser, Frank Wilson, Sheri Woo. STAFF AND CONSULTANTS PRESENT: General Counsel Nancy Diamond, Power Resources Director Richard Engel, Power Resources Manager Jocelyn Gwynn, Demand-Side Projects Manager Mike Avcollie, Community Strategies Manager Nancy Stephenson, Executive Director Matthew Marshall, Board Clerk Lori Taketa.

REPORTS FROM MEMBER ENTITIES

Director Miller reported that the Trinidad City Council unanimously passed a resolution supporting planning for a Greater Trinidad Electricity Microgrid, a more reliable water supply and alternatives to Trinidad's broadband; that he resigned from the Trinidad City Council and that Alternate Director David Grover and staff thanked Director Miller for his long service on the RCEA Board and wished him well.

ORAL COMMUNICATIONS

Chair Allison invited public comment. Member of the public and Trinidad City Councilmember David Grover thanked Director Miller for his guidance and stated that he would do his best as a Director on the RCEA Board. Chair Allison closed the public comment period.

CONSENT CALENDAR

- 3.1** Approve Minutes of May 28, 2020, Board Meeting.
- 3.2** Approve Disbursements Report.
- 3.3** Accept Financial Reports.
- 3.4** Accept Update on Sunthurst Energy Feed-in-Tariff Application Retractions and the Resulting Program Capacity Release for New Applications.

Director Woo requested that item 3.3 be pulled from the Consent Calendar. No member of the public requested that any Consent Calendar items be removed.

M/S: Avis, Miller: Approve consent calendar items 3.1, 3.2 and 3.4.

The motion passed with a unanimous roll call vote. Ayes: Allison, Avis, Curran, Fennell, Glaser, Miller, Wilson, Winkler, Woo. Noes: None.

REMOVED FROM CONSENT CALENDAR ITEMS

Staff clarified that line 1101 on the balance sheet labeled “Other Current Assets – Allowance for Doubtful Accounts” was an amount set aside to cover uncollectible bill payments and that the annual amount was roughly doubled in the upcoming year’s budget in anticipation of COVID pandemic-related non-payment. Unpaid bill amounts have increased slightly since March.

Chair Allison invited public comment. No one came forward to speak. Chair Allison closed the public comment period.

M/S: Woo, Avis: Accept Financial Reports, consent calendar item 3.3.

The motion passed with a unanimous roll call vote. Ayes: Allison, Avis, Curran, Fennell, Glaser, Miller, Wilson, Winkler, Woo. Noes: None.

COMMUNITY CHOICE ENERGY (CCE) BUSINESS

Chair Allison confirmed that a CCE quorum was present.

OLD CCE BUSINESS

5.1 Power Procurement Compliance Updates (Information only)

Power Resources Manager Jocelyn Gwynn gave an overview of three compliance filings that the Community Choice Energy department is working to complete. Manager Gwynn explained and answered questions about the Integrated Resource Plan, which is filed every two years with the California Public Utilities Commission and which reports how RCEA’s CCE power procurement would help meet statewide higher and lower greenhouse gas (GHG) emission target scenarios in 2030. She explained the Renewable Portfolio Standards Procurement Plan, which outlines how RCEA would help to meet state and local procurement targets specifically for renewable power; and how the airport microgrid, the Sandrini Solar Project and the Board’s recently approved feed-in-tariff projects will be listed as new build contracts in this filing. Ms. Gwynn described how the annual Power Source Disclosure is used to develop a Power Content Label that is mailed annually to customers and which will report the power sources RCEA used to meet its customer load during the previous year.

Staff clarified that the reported future energy portfolios do not include DG Fairhaven’s energy output, that 2% of RCEA customers have opted-up to the CCE program’s REpower+ 100% renewable energy mix, and how the agency has focused on increasing the percentage of renewables in the entire portfolio. The directors requested additional outreach to increase the percentage of CCE customers opting up to 100% renewable energy. Staff further clarified that the battery storage numbers are lower in the lower GHG emission scenario because part of the out-of-area large battery storage capacity would be replaced with local, behind-the-meter customer and critical facility storage which is counted as demand-response and which would also contribute local energy resiliency during emergencies.

Chair Allison invited public comment.

To member of the public and alternate Trinidad Board member David Grover's inquiry on pumped, long-duration storage, staff explained that this type of energy storage usually involves multiple reservoirs where water is pumped to a higher reservoir during periods of surplus energy generation and released through a hydro-electric facility when energy is needed. This stored energy can be deployed seasonally, whereas battery storage is designed for short term storage and daily use. There are limited locations where these storage methods can be deployed.

Chair Allison closed public comment.

5.2 Distributed Energy Resource Request for Proposals Update

Power Resources Manager Jocelyn Gwynn and Demand-Side Projects Manager Mike Avcollie reported on the two pre-qualified developers who responded to the request for proposals for up to 5MW of behind-the-meter energy storage capacity which can help fulfill RCEA's state-mandated resource adequacy requirement, provide local energy resilience, reduce customer utility bills and decarbonize the grid by reducing the energy load during the evenings when more polluting resources are typically used to satisfy increased energy demand. Staff is evaluating and interviewing the two respondents: TRC, which focuses on providing mostly battery storage to larger, municipal and industrial commercial customers as well as for multi-family, affordable housing; and Swell Energy which focuses on providing no-cost solar and battery systems to lower-income and tribal residential customers. RCEA would control the batteries to offset customer load. In exchange the customer would own a low- or no-cost battery system to connect to their solar array to use as a back-up generator when the power is out.

The directors expressed interest in contracting with both companies with their different areas of focus and discussed how the impacts of battery manufacturing are preferable to the use of combustion generators during a power outage. Staff explained that battery decommissioning responsibility will be addressed during contract negotiations and that retraction of state SGIP funding is unlikely despite the current economic downturn. Staff also reported that battery storage would be considered in the next feed-in-tariff requests for proposals for local renewable energy providers.

Chair Allison invited public comment. No one came forward to speak. Chair Allison closed public comment.

M/S: Fennell, Avis: Approve the behind-the-meter distributed resource adequacy request for proposals shortlist of TRC and Swell Energy, with final selection pending further deliberation by the review team.

The motion passed with a unanimous roll call vote. Ayes: Allison, Avis, Curran, Fennell, Glaser, Miller, Wilson, Winkler. Noes: None. Non-voting: Woo.

5.3 Biomass Procurement Update and Response to Unsolicited Proposal from Redwood Coast Power

Executive Director Marshall reported that while the DG Fairhaven biomass plant remains idle, the company's contract with RCEA is in effect through 2020. The plant's potential output is not included in RCEA's long-term local resource planning and RCEA expects to procure power from other sources by 2030. While the biomass plant is aging, its interconnection capacity with the electrical grid is valuable and the facility has many possible future uses. The plant's owners are negotiating with prospective buyers. Redwood Coast Power's biomass plant is on leased land and the Blue Lake City Council did not extend the lease beyond 2025.

A director requested future consideration of biochar production, which was included in Redwood Coast Power's unsolicited proposal, while another director stated that biochar production was beyond RCEA's scope of electricity purchase and sale. A request was made for more information on potential development opportunities for aging biomass plants.

Chair Allison invited public comment. No one came forward to speak. Chair Allison closed public comment.

M/S: Allison, Fennell: Direct the Executive Director to respond to David O'Neill's April 11, 2020, letter and to inform Mr. O'Neill that RCEA's Community Choice Energy program has no current plans to acquire additional biomass electricity and that the power purchase agreement between DG Fairhaven and RCEA remains in effect.

The motion passed with a unanimous roll call vote. Ayes: Allison, Avis, Curran, Fennell, Glaser, Miller, Wilson, Winkler. Noes: None. Non-voting: Woo.

NEW CCE BUSINESS

6.1 Hydropower, Bioenergy, and Climate Consulting Request for Proposals

Power Resources Director Engel reported on three target areas of the Repower Humboldt 2019 strategic energy plan update to be addressed by a consulting request for proposals: hydropower, bioenergy and climate action planning. Local, low-impact hydropower opportunities have been identified that could complement solar and wind energy availability and additional consulting assistance is needed to address several biomass-related goals. Forest management and land use climate change expertise is also needed to assist in the current multi-jurisdiction climate action plan development.

Chair Allison invited public comment. No one came forward to speak. Chair Allison closed public comment.

M/S: Miller, Woo: Authorize staff to develop and issue a request for proposals for consulting services on implementation of strategic plan measures, focusing on local hydropower, bioenergy, and climate action planning.

The motion passed with a unanimous roll call vote. Ayes: Allison, Avis, Curran, Fennell, Glaser, Miller, Wilson, Winkler. Noes: None. Non-voting: Woo.

END OF COMMUNITY CHOICE ENERGY (CCE) BUSINESS

OLD BUSINESS

7.1 Airport Microgrid Project Fence Installation and Tree Removal Bid Awards

Executive Director Marshall reported that while the Board approved working with the County to do a request for proposals (RFP) for airport microgrid project tree removal and fence building, early work that is needed to move the microgrid project forward, changing conditions have made it more expedient for RCEA to do the RFP as originally planned. The low bid for tree removal was below the estimated cost and local companies submitted both low bids.

Chair Allison invited public comment. No one came forward to speak. Chair Allison closed public comment.

M/S: Fennell, Miller:

Award bid for Airport Microgrid Project fence installation to CR Fence Company Inc. dba Humboldt Fence Company in the amount of \$94,500.00 and issue a Notice to Proceed pending final FAA approval; and authorize the Executive Director to execute all applicable documents.

Award bid for Airport Microgrid Project tree removal work to Ford Logging dba Pacific Earthscape in the amount of \$76,427.00 and issue a Notice to Proceed pending final FAA approval; and authorize the Executive Director to execute all applicable documents.

The motion passed with a unanimous roll call vote. Ayes: Allison, Avis, Curran, Fennell, Glaser, Miller, Wilson, Winkler, Woo. Noes: None.

7.2 RCEA Fiscal Year 2020-2021 Budget Discussion and Possible Adoption

Executive Director Marshall reported that the Board Finance Subcommittee met to review the budget in detail and described COVID impacts to electricity sales and wholesale power costs, airport microgrid project delays, and increased focus on deploying solar, storage and a larger range of projects that can be done on the customer-side of the meter. Mr. Marshall reviewed expenses by program and key projects, and the new CPUC and PG&E contracts to administer energy efficiency program funding and provide energy technical assistance to local government partners. Mr. Marshall stated that conservative assumptions were made in budget planning due to unknown impacts of COVID and potential regulatory changes. He reminded the directors that power procurement targets and the budget can be adjusted at the end of the year if needed. Costs associated with the purchase and renovation of an office building were not included in the budget and staff proposed working with the Board Finance Subcommittee to investigate possible next steps.

The directors discussed the continuing moderate reserve fund growth rate despite volatile conditions and the potential impact of new building expenses on agency cash flow. Executive Director Marshall reported that the CCE launch period loan from The Energy Authority will be repaid by June 2021.

Chair Allison invited public comment. No one came forward to speak. Chair Allison closed public comment.

M/S: Woo, Fennell: Adopt RCEA FY 2020-2021 budget.

The motion passed with a unanimous roll call vote. Ayes: Allison, Avis, Curran, Fennell, Glaser, Miller, Wilson, Winkler, Woo. Noes: None.

NEW BUSINESS

8.1 Resolution on Racial Justice

Executive Director Marshall presented a staff-proposed resolution supporting racial equity and suggesting actions RCEA can take to promote racial justice within the agency and in the community. The directors acknowledged the racism at the root of the current national protests and discussed what actions the agency might consider taking beyond non-biased hiring practices currently required by law. Director Glaser expressed disappointment in the proposal, refuted the existence of environmental racism in Humboldt County and stated that the resolution goes against the agency's mandate to remain neutral. Director Woo expressed interest in assisting staff on the agency's racial justice action plan.

Member of the public and alternate Board member David Grover expressed support of the resolution as an acknowledgement of wrongs currently existing in society.

Demand-Side Project Manager Derek Hilson, speaking as a member of the public, stated his support for the resolution and read action guidelines for allies of people experiencing racism.

M/S: Miller, Avis: Adopt Resolution 2020-3 Adopting a Commitment to Racial Justice.

The motion passed with the following roll call vote. Ayes: Allison, Avis, Curran, Fennell, Miller, Wilson, Winkler, Woo. Noes: None. Abstain: Glaser.

STAFF REPORTS

9.1 Update by Executive Director Matthew Marshall on Public Safety Power Shutoff developments, the County energy resiliency bond measure and other agency news.

Executive Director Marshall reported that PG&E determined which areas around Humboldt Bay could remain energized during public safety power shutoff events when there is no fire risk in Humboldt County. Maps of the areas PG&E will power with temporary diesel generators around Willow Creek and Hoopa were presented. Mr. Marshall described the opportunity to replace the temporary diesel generators with renewable resources which could be used under normal conditions as well as during PSPS events.

Director Glaser left 6:27 p.m.

The directors thanked PG&E and County Supervisor Bohn for working cooperatively to make progress toward avoiding another disruptive economic event.

Chair Allison invited public comment. No one came forward to speak. Chair Allison closed public comment.

FUTURE AGENDA ITEMS

Director Woo requested discussion on establishing an ad hoc subcommittee to assist staff with a racial equity action plan.

Executive Director Marshall acknowledged Director Miller for his long service on the Board, stating that his contributions have been larger in scale than the percentage of the County he represented.

Chair Allison adjourned the meeting at 6:38 p.m.

Lori Taketa
Clerk of the Board

DRAFT

Redwood Coast Energy Authority
Disbursements Report
As of May 31, 2020

Type	Date	Num	Name	Memo	Amount
Bill Pmt -Check	05/01/2020	ACH	CalPine Corporation	Calpine March 2020 Costs	-73,422.90
Liability Check	05/01/2020	6426802	Newport Group	Deferred Comp	-10,801.32
Check	05/08/2020	10634-56	Applicants	CCE E-Bike Program Rebates	-11,350.00
Check	05/08/2020	10657	NEM Customer	NEM Closeout Payment	-1.41
Check	05/08/2020	10658	NEM Customer	NEM Closeout Payment	-276.04
Check	05/08/2020	10659	NEM Customer	NEM Closeout Payment	-28.77
Bill Pmt -Check	05/08/2020	10660	Advanced Security	Security monitoring: May-Jul	-118.50
Bill Pmt -Check	05/08/2020	10661	APP Imprints, LLC	USB Memory Drives	-454.34
Bill Pmt -Check	05/08/2020	10662	Blue Lake Union School District	Blue Lake Union School self-install rebate/Audit 6124	-700.03
Bill Pmt -Check	05/08/2020	10663	Brant Electric	Rebate/Audit	-1,209.20
Bill Pmt -Check	05/08/2020	10664	City of Eureka-Water	Water service, 3/26-4/24/20	-81.76
Bill Pmt -Check	05/08/2020	10665	City of Trinidad	Building Permit Application - EV Station	-48.00
Bill Pmt -Check	05/08/2020	10666	Clark Land Surveying, Inc.	Legal description & exhibit - ACV Lease	-750.00
Bill Pmt -Check	05/08/2020	10667	Developed Employment Services, LLC.	Facilities maintenance work	-43.22
Bill Pmt -Check	05/08/2020	10668	FedEx	Residential box mailing	-602.96
Bill Pmt -Check	05/08/2020	10669	HireRight	Background Check: new hires	-85.56
Bill Pmt -Check	05/08/2020	10670	Humboldt Builders' Exchange	Annual membership dues	-390.00
Bill Pmt -Check	05/08/2020	10671	Lost Coast Communications	Radio spots	-546.00
Bill Pmt -Check	05/08/2020	10672	Mission Uniform & Linen	Apr. mat service, janitorial supplies	-53.57
Bill Pmt -Check	05/08/2020	10673	Morse Media	Website Hosting Services	-75.00
Bill Pmt -Check	05/08/2020	10674	NextEra	Tradable RECs Jan 2020	-37,569.00
Bill Pmt -Check	05/08/2020	10675	Owen, P.	Purchase reimbursement: COVID-19 supplies for staff.	-251.63
Bill Pmt -Check	05/08/2020	10676	PG&E Utility Account	3/23-4/22/20 utilities	-746.48
Bill Pmt -Check	05/08/2020	10677	Ray Morgan Company	Printer Charges: 4/6-5/5/20	-33.62
Bill Pmt -Check	05/08/2020	10678	Recology	April garbage service	-90.72
Bill Pmt -Check	05/08/2020	10679	Redwood Community Radio	Radio underwriting	-780.00
Bill Pmt -Check	05/08/2020	10680	Richard Jett	Video recording & editing - website	-275.00
Bill Pmt -Check	05/08/2020	10681	SDRMA Medical	June 2020 Premium	-22,202.34
Bill Pmt -Check	05/08/2020	10682	SDRMA P&L	P&L Insurance Certificate - City of Eureka	-47.50
Bill Pmt -Check	05/08/2020	10683	Suddenlink Communications	Phone & Internet access - May	-1,093.21
Bill Pmt -Check	05/08/2020	10684	Times Printing Company	Move-in mailers	-2,490.62
Bill Pmt -Check	05/08/2020	10685	WREGIS	Annual Fee - Generator Aggregators	-125.00
Bill Pmt -Check	05/08/2020	10686	PG&E CCA	March CCE billing services	-22,143.59
Bill Pmt -Check	05/08/2020	10687	Times Printing Company	Peak Day Pricing mailer	-659.07
Bill Pmt -Check	05/08/2020	10688	Verizon Wireless	April tablet/cell service for staff & equipment	-3,421.36
Paycheck	05/08/2020	5082001	Employees	Payroll 4/15-4/30/20	-47,135.19
Liability Check	05/08/2020	6556153	Newport Group	Deferred Comp	-10,057.07
Bill Pmt -Check	05/11/2020	ACH	Snow Mountain Hydro, LLC	Cove plant hydro - FEB 2020	-2,989.89
Liability Check	05/11/2020	E-pay	EDD	Taxes	-4,062.57
Liability Check	05/11/2020	E-pay	EDD	Taxes	-63.35
Liability Check	05/11/2020	E-pay	Internal Revenue Service	Taxes	-20,468.44
Bill Pmt -Check	05/15/2020	ACH	VISA	April Statement 3/20-4/20/20	-13,777.53
Bill Pmt -Check	05/22/2020	ACH	DG Fairhaven Power, LLC	DG Fairhaven Resource Adequacy April 2020	-65,390.00
Bill Pmt -Check	05/22/2020	ACH	Humboldt Redwood Company	Humboldt Redwood Co. April 2020	-79,934.64
Bill Pmt -Check	05/22/2020	ACH	Snow Mountain Hydro, LLC	Cove plant hydro - APRIL 2020	-96,939.52
Liability Check	05/22/2020	E-pay	Internal Revenue Service	Taxes	-19,568.10
Liability Check	05/22/2020	E-pay	EDD	Taxes	-81.14
Liability Check	05/22/2020	E-pay	EDD	Taxes	-3,906.02
Check	05/22/2020	10689-786	NEM Customer	NEM Yearly Payouts	-35,684.11
Check	05/22/2020	10787-805	Applicants	CCE E-Bike Program Rebate	-9,500.00
Bill Pmt -Check	05/22/2020	10806	Arcata Technology Center	Site Host Reimbursement 1/1-3/31/20	-297.85
Bill Pmt -Check	05/22/2020	10807	Braun Blaising Smith Wynne	Legal Services - Regulatory - April	-10,726.49
Bill Pmt -Check	05/22/2020	10808	City of Arcata	April Utility User Tax	-7,935.34
Bill Pmt -Check	05/22/2020	10809	City of Blue Lake	April Utility User Tax	-752.68
Bill Pmt -Check	05/22/2020	10810	City of Trinidad	Site Host Reimbursement 1/1-3/31/20	-135.86
Bill Pmt -Check	05/22/2020	10811	CoPower	June premium - vision	-283.80
Bill Pmt -Check	05/22/2020	10812	Developed Employment Services, LLC.	Facilities maintenance work	-38.22
Bill Pmt -Check	05/22/2020	10813	Donald Dame	Professional Services - April 2020	-248.50

Redwood Coast Energy Authority
Disbursements Report
As of May 31, 2020

Type	Date	Num	Name	Memo	Amount
Bill Pmt -Check	05/22/2020	10814	Environmental Indicator Accounting Svcs.	Services & support for climate action plan.	-1,805.00
Bill Pmt -Check	05/22/2020	10815	Humboldt Bay Coffee Co.	Office Coffee	-51.90
Bill Pmt -Check	05/22/2020	10816	Mission Uniform & Linen	Janitorial supplies	-107.15
Bill Pmt -Check	05/22/2020	10817	Neal A. Goodman	Mad River Rapids self-install rebate/Audit 6156	-6,241.33
Bill Pmt -Check	05/22/2020	10818	North Coast Unified Air Quality	Site Host Reimbursement 1/1-3/31/20	-183.83
Bill Pmt -Check	05/22/2020	10819	NYLEX.net, Inc.	Onsite network support services - June	-3,200.00
Bill Pmt -Check	05/22/2020	10820	Owsley Electric	Replacing 2 EVSE charging stations at St. Joe's.	-1,276.11
Bill Pmt -Check	05/22/2020	10821	PG&E CCA	May CCE Billing Services	-22,086.75
Bill Pmt -Check	05/22/2020	10822	PG&E EV Account	EV stations March	-306.34
Bill Pmt -Check	05/22/2020	10823	SDRMA Dental	June Premium	-1,319.02
Bill Pmt -Check	05/22/2020	10824	St. Joseph Hospital	Site Host Reimbursement 1/1-3/31/20	-511.47
Bill Pmt -Check	05/22/2020	10825	Times Printing Company	Move-in mailers	-2,068.61
Bill Pmt -Check	05/22/2020	10826	Winzler, John	Office Lease - June	-5,582.00
Bill Pmt -Check	05/22/2020	10827	Biondini, L.	Purchase reimbursement: Router for SIP	-58.74
Bill Pmt -Check	05/22/2020	10828	City of Arcata	April Excessive Energy Use Tax	-4,011.04
Liability Check	05/22/2020	11048	Newport Group	VOID	0.00
Paycheck	05/22/2020	5222001	Empoyees	Payroll 5/1-5/15/20	-48,851.29
Liability Check	05/22/2020	6580131	Newport Group	Deferred Comp	-10,129.26
Bill Pmt -Check	05/26/2020	ACH	CalPine Corporation	Calpine April 2020 Costs	-73,235.45
Liability Check	05/26/2020	E-pay	Internal Revenue Service	2019 Q3 & Q4 rejected taxes (expired PW)	-19,017.15
Liability Check	05/26/2020	E-pay	Internal Revenue Service	2019 Q3 & Q4 rejected taxes (expired PW)	-20,302.26
Liability Check	05/26/2020	E-pay	Internal Revenue Service	2019 Q3 & Q4 rejected taxes (expired PW)	-19,491.92
Liability Check	05/26/2020	E-pay	Internal Revenue Service	2019 Q3 & Q4 rejected taxes (expired PW)	-17,866.20
Liability Check	05/26/2020	E-pay	Internal Revenue Service	2019 Q3 & Q4 rejected taxes (expired PW)	-286.16
Liability Check	05/26/2020	E-pay	Internal Revenue Service	2019 Q3 & Q4 rejected taxes (expired PW)	-18,152.70
Liability Check	05/26/2020	E-pay	Internal Revenue Service	2019 Q3 & Q4 rejected taxes (expired PW)	-57.26
Liability Check	05/26/2020	E-pay	Internal Revenue Service	2019 Q3 & Q4 rejected taxes (expired PW)	-19,643.14
Liability Check	05/26/2020	E-pay	Internal Revenue Service	2019 Q3 & Q4 rejected taxes (expired PW)	-19,035.28
Liability Check	05/26/2020	E-pay	Internal Revenue Service	2019 Q3 & Q4 rejected taxes (expired PW)	-157.06
Liability Check	05/26/2020	E-pay	Internal Revenue Service	2019 Q3 & Q4 rejected taxes (expired PW)	-86.76
TOTAL					<u>-938,065.21</u>

Redwood Coast Energy Authority
Balance Sheet
As of May 31, 2020

	<u>May 31, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
1010 · Petty Cash	493.22
1050 · GRANTS & DONATIONS 3840	15,204.58
1060 · Umpqua Checking Acct 0560	-10,442.66
1071 · Umpqua Deposit Control Acct 8215	4,944,090.90
1075 · Umpqua Reserve Account 2300	2,000,000.00
8413 · COUNTY TREASURY 3839	5,065.52
Total Checking/Savings	<u>6,954,411.56</u>
Total Accounts Receivable	173,278.20
Other Current Assets	
1101 · Allowance for Doubtful Accounts	-439,973.54
1103 · Accounts Receivable-Other	4,518,809.19
1120 · Inventory Asset	21,715.00
1202 · Prepaid Expenses	-44,963.29
1210 · Retentions Receivable	1,001.00
1499 · Undeposited Funds	22,344.40
Total Other Current Assets	<u>4,078,932.76</u>
Total Current Assets	11,206,622.52
Total Fixed Assets	151,725.39
Other Assets	
1700 · Retained Deposits	2,138,880.00
Total Other Assets	<u>2,138,880.00</u>
TOTAL ASSETS	<u><u>13,497,227.91</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Total Accounts Payable	2,076,533.00
Total Credit Cards	1,529.70
Total Other Current Liabilities	<u>122,256.04</u>
Total Current Liabilities	2,200,318.74
Long Term Liabilities	
2703 · TEA Phase I & II	27,221.06
Total Long Term Liabilities	<u>27,221.06</u>
Total Liabilities	2,227,539.80
Equity	
2320 · Investment in Capital Assets	151,725.38
3203 · LTD - TEA Phase I & II	-27,221.06
3900 · Fund Balance	6,123,721.79
Net Income	5,021,462.00
Total Equity	<u>11,269,688.11</u>
TOTAL LIABILITIES & EQUITY	<u><u>13,497,227.91</u></u>

Redwood Coast Energy Authority
Profit & Loss Budget vs. Actual
July 2019 through May 2020

	<u>Jul '19 - May 20</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Income			
Total 4 GRANTS AND DONATIONS	270.00		
5 REVENUE EARNED			
Total 5000 · Revenue - government agencies	83,996.62	125,000.00	67.2%
Total 5100 · Revenue - program related sales	28,922.90	16,000.00	180.77%
Total 5400 · Revenue-nongovernment agencies	1,002,957.79	2,576,300.00	38.93%
Total 5500 · Revenue - Electricity Sales	47,587,787.08	53,482,965.00	88.98%
Total 5 REVENUE EARNED	48,703,664.39	56,200,265.00	86.66%
49900 · Uncategorized Income	0.00	2,730,300.00	0.0%
Total Income	48,703,934.39	58,930,565.00	82.65%
Gross Profit	48,703,934.39	58,930,565.00	82.65%
Expense			
Total 6 WHOLESALE POWER SUPPLY	36,301,027.55	42,295,190.00	85.83%
Total 7 PERSONNEL EXPENSES	2,141,819.97	3,026,492.00	70.77%
Total 8.1 FACILITIES AND OPERATIONS	1,826,828.35	4,539,920.00	40.24%
Total 8.2 COMMUNICATIONS AND OUTREACH	99,945.43	115,000.00	86.91%
Total 8.3 TRAVEL AND MEETINGS	38,900.37	68,000.00	57.21%
8.4 PROFESSIONAL & PROGRAM SRVS			
8400 · Regulatory	186,911.15	184,000.00	101.58%
8410 · Contracts - Program Related Ser	92,919.66	435,000.00	21.36%
8420 · Accounting	7,546.34	68,950.00	10.95%
8430 · Legal	126,102.14	125,000.00	100.88%
8450 · Wholesale Services - TEA	550,952.37	602,401.00	91.46%
8460 · Procurement Credit - TEA	615,377.33	753,809.00	81.64%
8470 · Data Management - Calpine	806,217.06	882,348.00	91.37%
Total 8.4 PROFESSIONAL & PROGRAM SRVS	2,386,026.05	3,051,508.00	78.19%
Total 8.5 PROGRAM EXPENSES	551,526.60	555,786.00	99.23%
Total 8.6 INCENTIVES & REBATES	277,670.62	881,500.00	31.5%
Total 9 NON OPERATING COSTS	58,699.41	169,518.00	34.63%
Total Expense	43,682,444.35	54,702,914.00	79.85%
Net Ordinary Income	5,021,490.04	4,227,651.00	118.78%
Net Other Income	-28.04		
Net Income	<u>5,021,462.00</u>	<u>4,227,651.00</u>	<u>118.78%</u>



REDWOOD COAST Energy Authority

STAFF REPORT Agenda Item # 3.4

AGENDA DATE:	July 23, 2020
TO:	Board of Directors
PREPARED BY:	Nancy Diamond, General Legal Counsel
SUBJECT:	Conflict of Interest Code Biennial Review and Amendment

SUMMARY

The Political Reform Act requires every local government agency to review its Conflict of Interest Code biennially. A Conflict of Interest Code identifies the employment positions within the agency which make or participate in the making of decisions that may foreseeably have a financial effect on any of the employee's own financial interests. For each of these employment positions, the Conflict of Interest Code designates the types of investments, business decisions, investments in real property, or sources of income that must be disclosed each year on a Statement of Economic Interests (Form 700).

In December 2018 RCEA underwent a reorganization whereby the Director of Finance and the Director of Business Planning and Development positions were combined. This change requires updating the list of Designated Employees in the Conflict of Interest Code. In addition, RCEA Board Director form filing procedures were clarified by the Fair Political Practices Commission as well as the County Elections and Clerk's office staff. The amended Conflict of Interest Code reflects these clarifications. After approval by the RCEA Board, the amended Conflict of Interest Code must be forwarded to the Code Reviewing Body for review and approval, in this case, the Humboldt County Board of Supervisors.

FINANCIAL IMPACT

None.

STAFF RECOMMENDATION

Adopt Resolution 2020-4 Adopting an Amended Conflict of Interest Code and Authorize the Board Clerk to Submit the Amended Conflict of Interest Code to the Humboldt County Board of Supervisors as the Code Reviewing Body.

ATTACHMENTS:

1. Resolution No. 2020-4 Adopting an Amended Conflict of Interest Code
2. Attachment A to Resolution 2020-4: Proposed Amended RCEA Conflict of Interest Code

RESOLUTION NO. 2020-4
OF THE REDWOOD COAST ENERGY AUTHORITY
ADOPTING AN AMENDED CONFLICT OF INTEREST CODE

WHEREAS, California Government Code section 87300 requires all public agencies to adopt and promulgate a Conflict of Interest Code enumerating employee and consultant positions within the Authority who are involved in the making or participation in the making of decisions which may have a material effect on any financial interest of their own, identifying disclosure categories for such employees and consultants, and identifying disqualification requirements for such employees and consultants;

WHEREAS, specified public officials identified in California Government Code section 87200, including Authority Board members and the Executive Director are subject to the conflict of interest disclosure and disqualification requirements set forth in Government Code sections 87200 et seq.;

WHEREAS, Government Code section 87306.5 requires each local public agency to review its conflict of interest code biennially and, no later than October 1 of each even numbered year, amend it as necessary to reflect changed circumstances; and

WHEREAS, an amendment to RCEA's Conflict of Interest Code is necessary due to organizational changes within the RCEA that occurred over the last two years and to reflect clarified filing procedures.

NOW, THEREFORE, BE IT RESOLVED, that the Board of the Redwood Coast Energy Authority hereby adopts as its Conflict of Interest Code those provisions set forth in Appendix A, attached hereto and incorporated herein. This Conflict of Interest Code replaces the previously adopted RCEA Conflict of Interest Code.

Adopted this ____ day of _____, 2020.

ATTEST:

Austin Allison, RCEA Board Chair

Clerk of the Board, RCEA

Date: _____

Date: _____

CLERK'S CERTIFICATE

I hereby certify that the foregoing is a true and correct copy of Resolution No. 2020-4 passed and adopted at a regular meeting of the Redwood Coast Energy Authority, County of Humboldt, State of California, held on the _____ day of _____, 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

Clerk of the Board, Redwood Coast Energy Authority

**APPENDIX A
REDWOOD COAST ENERGY AUTHORITY
CONFLICT OF INTEREST CODE**

The Political Reform Act (Government Code Section 81000, et seq.) requires state and local government agencies to adopt and promulgate Conflict of Interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. Sec.18730) which contains the terms of a standard Conflict of Interest code, which can be incorporated by reference in an agency's code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendix of designated officials and employees and establishing disclosure categories, shall constitute the Conflict of Interest code of the Redwood Coast Energy Authority.

Those individuals identified below filing under Section 87200 and designated employees shall file their statements with the Redwood Coast Energy Authority Clerk of the Board who will retain the statements and make them available for public inspection and reproduction (Gov. Code Section 81008).

Public Officials Who Manage Public Investments:

The following positions are NOT covered by the Conflict of Interest code because they must file under section 87200 and, therefore, are listed for informational purposes only:

- Governing Board Members
- Executive Director

An individual holding one of the above listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe that their position has been categorized incorrectly. The Fair Political Practices Commission makes the final determination whether a position is covered by section 87200.

Designated Positions

Community Advisory Committee Members
Director Business Planning and Finance
Director Demand-Side Management
Director Operations
Director Power Resources

Disclosure Categories

1, 2, 3, 4
1, 2, 3
1, 2, 4
1, 2, 5
1, 2, 3, 4

¹Consultants:

General Counsel

1, 2, 3, 4

Disclosure Categories:

1. Investments and business positions in any business entity and sources of income, including gifts, loans and travel payments, of the type which within the previous 12 months has contracted with the Authority to provide services, supplies, materials, machinery or equipment.
2. All interests in real property located in the jurisdiction of any member agency of the Authority or within 2 miles of any land owned or used by the Authority.
3. Investments and business positions in business entities and sources of income (including receipt of gifts, loans and travel payments) if the business entity or source finances, owns, operates, manages or otherwise engages in the design development, construction, sale, or the acquisition of facilities that generate electricity for commercial sale including without limitation wind, solar, biomass, and hydroelectric.
4. Investments and business positions in business entities and sources of income (including receipt of gifts, loans and travel payments) if the business entity or source provides energy, environmental, engineering, geotechnical or research consulting services to assist in the designing, building, manufacture, sale, distribution, or servicing of equipment of the type that is used, or may be used, by 1) electric power suppliers, 2) providers of energy efficiency, energy conservation measures, demand response, fuel shifting programs, or 3) any entity that is, or within the prior 12 months has been, party to a proceeding before any local, state, or regional regulatory or judicial entity in which the Authority is also a party.
5. Investments and business positions in business entities and sources of income (including receipt of gifts, loans and travel payments) if the business entity or source provides information technology or telecommunications goods, products or services including computer hardware or software companies, computer consultant services, IT training companies, or data processing firms.

¹ Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the Code subject to the following limitations: “The Executive Director may determine in writing that a particular consultant, although a ‘designated position’, is hired to perform a range of duties that is limited scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant’s duties and, based upon that description, a statement of the extent of the disclosure requirements. The Executive Director’s determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict-of-Interest code.”



STAFF REPORT
Agenda Item # 3.5

AGENDA DATE:	July 23, 2020
TO:	Board of Directors
PREPARED BY:	Richard Engel, Director of Power Resources
SUBJECT:	Hydropower, Bioenergy, and Climate Consulting Contract Approval

SUMMARY

In June 2020, the Board authorized staff to issue a request for proposals (RFP) for consulting services on implementation of RCEA RePower Humboldt strategic plan measures, focusing on local hydropower, bioenergy, and climate action planning. Staff issued the RFP on July 2, with proposals due July 13. The RFP was posted on RCEA's website and distributed directly to a number of local consultants known to have expertise in one or more of the subject areas of interest.

RCEA received just one proposal, from M.J. Furniss & Associates, a sole proprietorship proposing to perform services in all three subject areas. As noted in the June staff report, Michael Furniss of M.J. Furniss & Associates has previously provided satisfactory services to RCEA in developing our strategic plan and performing some preliminary analysis needed for implementation of the plan.

A team of three RCEA staff and one County of Humboldt employee reviewed and scored M.J. Furniss & Associates' proposal and are in agreement that this consultant is well qualified to perform the needed work.

FINANCIAL IMPACTS

The proposed professional services agreement would fall within the \$200,000 budget approved for this activity by the Board in its June 2020 meeting.

RECOMMENDED ACTIONS

Approve selection of M.J. Furniss & Associates to provide consulting services to RCEA on implementation of RePower Humboldt strategic plan measures for an amount not to exceed \$199,674, and authorize the executive director to prepare and execute a professional services agreement with M.J. Furniss & Associates for these services, and all applicable documents.

ATTACHMENTS

Statement of Qualifications from M.J. Furniss & Associates

7/12/2020



STATEMENT OF QUALIFICATIONS

Re: Request for Proposals for Consulting Services on Hydropower, Bioenergy, and Climate Action Planning. RFP-20-403

Entity Responding: MJ Furniss and Associates. A sole proprietorship.

Upon reviewing the RFP, I am confident that my skills and abilities are an ideal match for these tasks and programs

I would bring to the projects a broad range of relevant knowledge and skills ideal for each of these three task areas in the RFP. These are given below:

Hydropower

1. Broad and detailed knowledge of local watersheds and streams in Humboldt, Trinity, and Mendocino Counties, including field conditions, land status, and potential environmental concerns.
2. Professional contacts with land and water managers across local public and private lands
3. Adept at wildland hydrology, modeling systems, and assessing the implications of changes to watersheds and streams.
4. Adept at watershed analysis. Part of the team (FEMAT) that devised and codified Watershed Analysis for the Northwest Forest Plan applied to 21 million acres of federal lands in the west.
5. Founded the local "Interagency Watershed Analysis Center" in McKinleyville and was its Director for 5 years.
6. Broad experience, understanding, and expertise in comprehensive environmental assessment, environmental laws and regulations, and socio-cultural contexts.
7. Strong understanding of electricity and electronics (Advanced Class Amateur Radio license - WA6YBV)
8. Eminent expertise and experience in roads and related developments (such as powerlines and penstocks): location, design, construction, maintenance, and decommissioning. Recognized national and international expert in wildland road

Best Management Practices and watershed-and-fish-friendly road systems

9. Broad knowledge of the biology and habitat requirements of local fish and diverse aquatic species
10. Knowledge of the worldwide literature on hydropower, both large and small.
11. Broad and current knowledge of the scientific theories and methods of determining in-stream flows and allowable diversion quantities and timing, critical to run of the river hydropower energy yield, environmental acceptability, design, and operation.
12. Adept and experienced in developing, codifying, and monitoring Best Management Practices and diverse best practices. Very strong knowledge of the state-of-the-art in road and water-related BMPs.
13. Adept in geotechnical evaluation of potential locations of road, powerline, and related linear developments such as penstocks.
14. Adept in GIS analysis and expert interpretation of GIS-derived analyses. Adept in stream dynamics and terrain analysis based on DEM and LiDAR data.
15. Strong skills in collaboration and recognizing and adapting to local requirements and culture
16. Long experience working at the boundaries of science and management
17. Conducted a preliminary broad-scale scoping of small hydropower opportunities for RCEA.
18. Fully familiar with both the County Use Permit process and the US Forest Service Special Use Permit process, as well as the agency personnel that process these permits.
19. Adept in oral communication of scientific and technical findings and in education, and the principles of public relations
20. Excellent writing and editing skills
21. Excellent team leading skills and track record

Climate Change and County of Humboldt CAP

1. Recognized and well-published national and international expert and educator in climate change, both mitigation and adaptation of climate change and its impacts.
2. Broad and current knowledge of climate change science and practice, adaptation and mitigation, vulnerability assessment, climate change and water, sea level rise, and climate change communication and education.
3. Published seminal works on climate adaptation, climate vulnerability assessment, and university curricula.
4. Have worked at the interface of climate change and forestry for 20+ years.
5. Founder of prominent national climate knowledge resource and educational

development effort: The Climate Change Resource Center

6. Have taught “Climate Change and Land Use” twice at Humboldt State University; a class for seniors and graduate students in the Department of Forestry and Wildland Resources.
7. Comprehensive knowledge and development of solutions for climate change in forest management, both emission reduction and adaptation.
8. Strong familiarity with local forests and forest management and the practicality of all candidate solutions.
9. Adept at communications including explaining climate concepts, detailed education, and facilitation of groups exploring solution options. Able to adapt messages and vocabulary to a wide range of audiences.
10. Knowledgeable about California statutory and regulatory context for forests, including forest practice rules, and the Cap and Trade system for emissions control and forest carbon offset credits.
11. Extensive relationships of trust with forest managers in the local counties

Biomass

1. Have a long professional focus on forestry and the environment: 41 years
2. Prepared a white paper on biomass electricity issues for RCEA, based on literature review, extensive interviews, and expert panels.
3. Successfully planned and facilitated 2 expert panels on biomass to understand issues, concerns, opportunities, and the future of biomass power in Humboldt County.
4. Broad understanding of the energy and environmental context of local biomass power in Humboldt County
5. Broad understanding of the role of biomass in climate mitigation
6. Primary author of a university curriculum unit on “Bioenergy and the Forest” now in use in 70+ Universities in South and Southeast Asia
7. Broad understanding of the alternatives to biomass electricity generation
8. Thorough understanding of the sources of biomass feedstocks, its roles in forestry and the forest industry, implications to forest ecology and sustainability, and implications of biomass energy purchasing.
9. Broad understanding of how forests contribute to the sequestration and release of carbon emissions, include the roles and complexities of wildfires.
10. Adept at air quality monitoring and modeling systems
11. Broad range of contacts and trust among the environmental and forestry communities.

Collaborators

The following individuals have agreed to provide advice and review to me for the hydropower effort at no cost to RCEA, should I be awarded the contract:

Gordon Reeves PhD. Research Fisheries Biologist, Pacific Northwest Research Station

Terry Roelofs, PhD. Professor Emeritus of Fisheries Biology, Humboldt State University

Bill Trush, PhD. Adjunct Professor of Stream Ecology, Humboldt State University

Raha Hakindavar, PhD. Hydropower expert. US Forest Service Washington D.C.

Andrea Tuttle, PhD. Consultant, and former State Forester

Mark Weinhold, Environmental Engineer, US Forest Service, National Fish Passage Technical Team

Andy Stubblefield, PhD. Professor of Watershed Management, Humboldt State University

Tom Wheeler, Executive Director, Environmental Protection Information Center (EPIC)

Fred Swanson PhD, Research Geologist Emeritus, Pacific Northwest Research Station

Arne Jacobson, PhD. Professor, HSU ERE and Director of Schatz Energy Research Center

Margaret Lang, PhD. Professor, HSU Environmental Resource Engineering (ERE)

Eileen Cashman, PhD. Professor and Department Chair, HSU ERE

Juliet Bohn, Waste and Energy Specialist, Consultant

Laura Chapman. Environmental Engineer and Disaster Assistance Specialist. Consultant

Cheryl Mulder. In-stream flow specialist and FERC coordinator. US Forest Service, California Region



MICHAEL J FURNISS

7/12/2020



REDWOOD COAST **Energy**Authority

STAFF REPORT Agenda Item # 5.1

AGENDA DATE:	July 23, 2020
TO:	Board of Directors
PREPARED BY:	Richard Engel, Director of Power Resources Jaclyn Harr, TEA Client Services Specialist
SUBJECT:	Energy Risk Management Quarterly Report

BACKGROUND

The RCEA Board of Directors adopted an Energy Risk Management Policy in December 2016 in order to establish functions and procedures to manage the risks associated with the Community Choice Energy program's power procurement activities. In accordance with this policy, a quarterly update on activities and projected financial performance is presented to the Board during regularly scheduled meetings.

SUMMARY

TEA Client Services Specialist Jaclyn Harr and RCEA staff will provide an energy risk management quarterly program update.

RECOMMENDED ACTION

Accept Energy Risk Management Quarterly Report.

ATTACHMENTS

Energy Risk Management Quarterly Report slides will be presented at the meeting.



RCEA Energy Risk Management Plan Quarterly Report

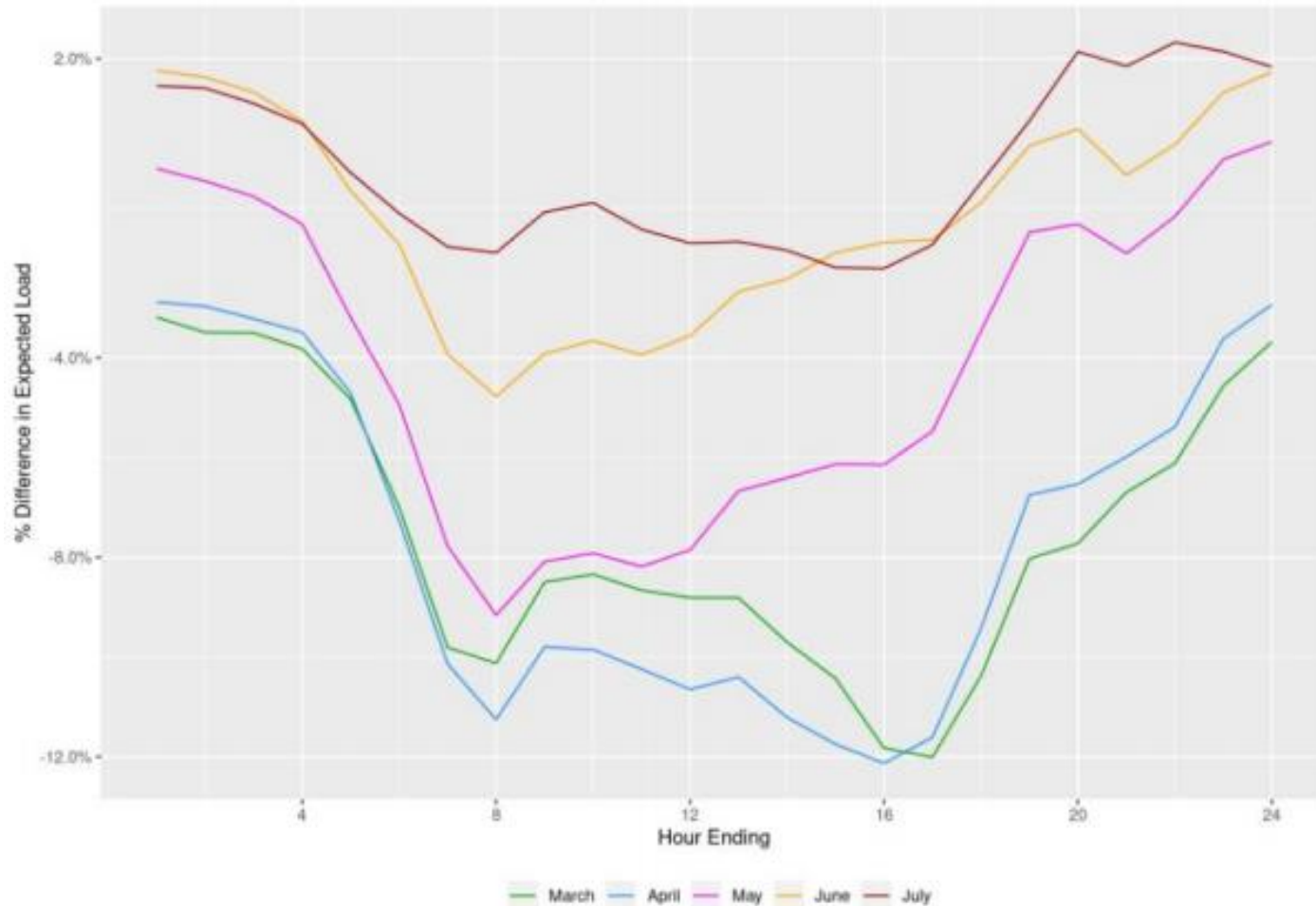
July 2020

Outline

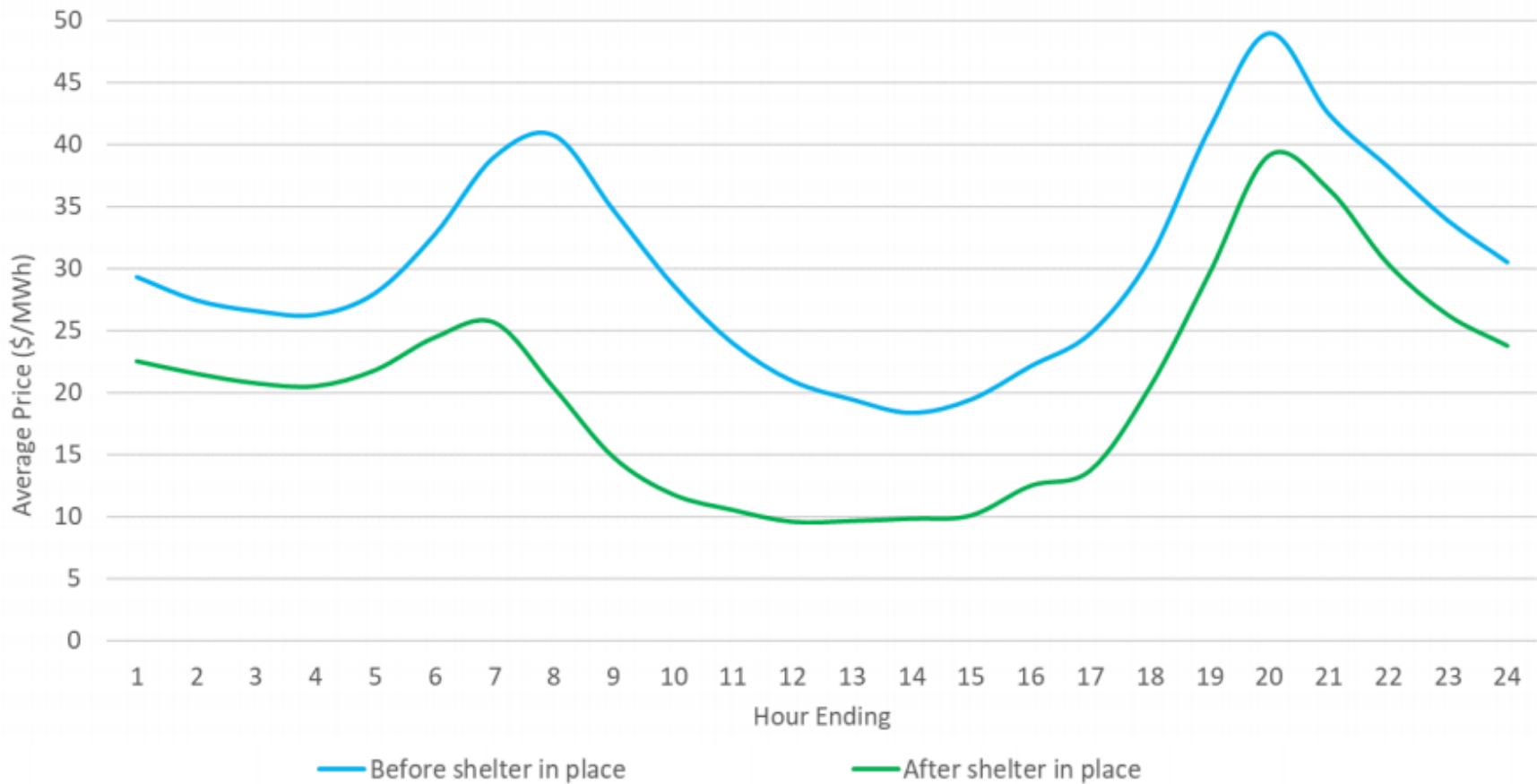
- Update on Energy Impacts from COVID-19
- RCEA Program Financial Update
- IRP Procurement Mandate Update
- Central Procurement Entity for Local RA

COVID Impacts: CAISO System Load

Average weekday hourly percent difference due to COVID-19



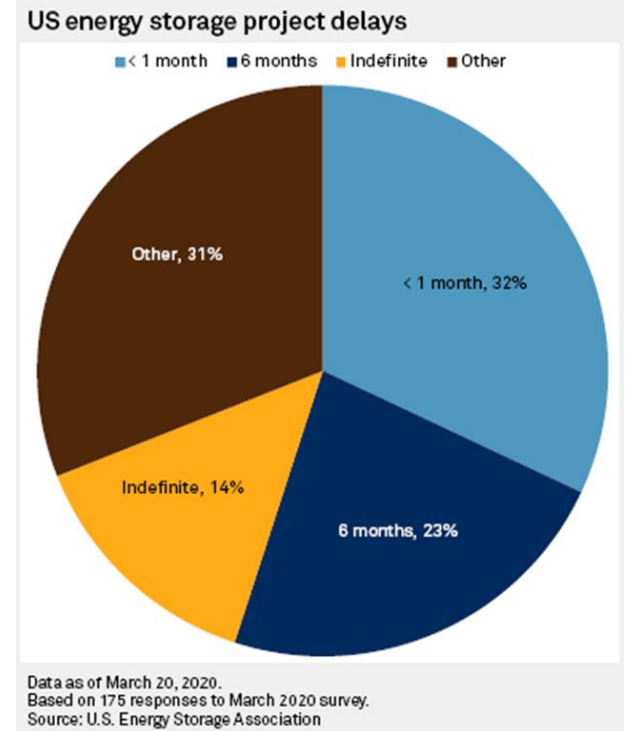
COVID Impacts: CAISO Day-Ahead Prices



Data covers up to May 21. With higher loads since the last two weeks of May, prices have increased accordingly and there is no longer a relative comparison to assess any impacts.

Expected Longer-Term Energy Market Impacts

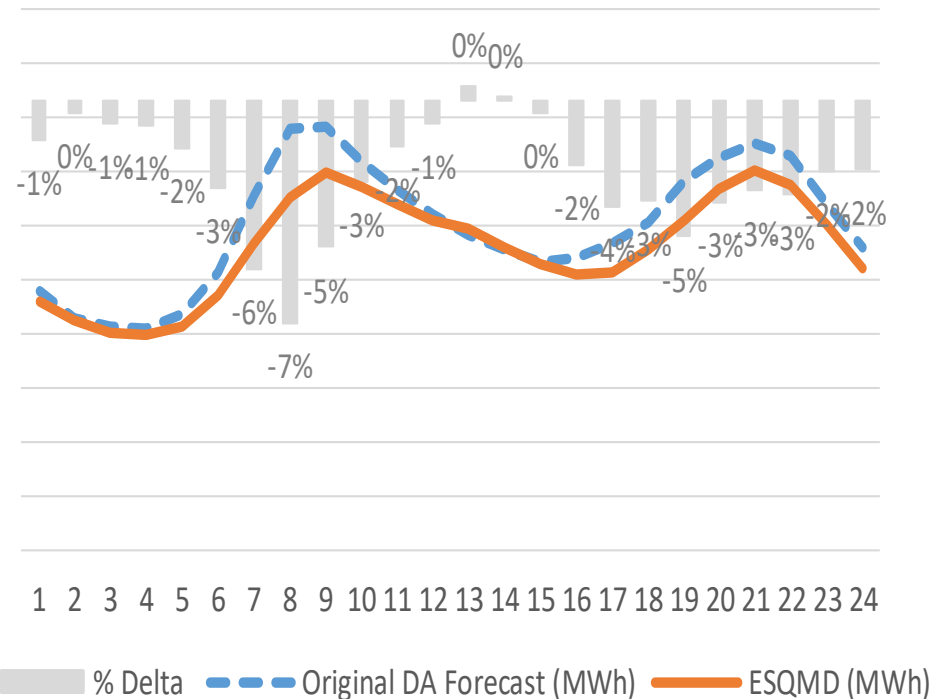
- Negative load growth from recession
 - 2008 Great Recession decreased electricity consumption by 5.5%
- **Supply chain and financial market disruptions**
 - Renewables
 - Battery Storage
 - EVs
- Potential wholesale price decreases
- Increased non-payment of energy bills



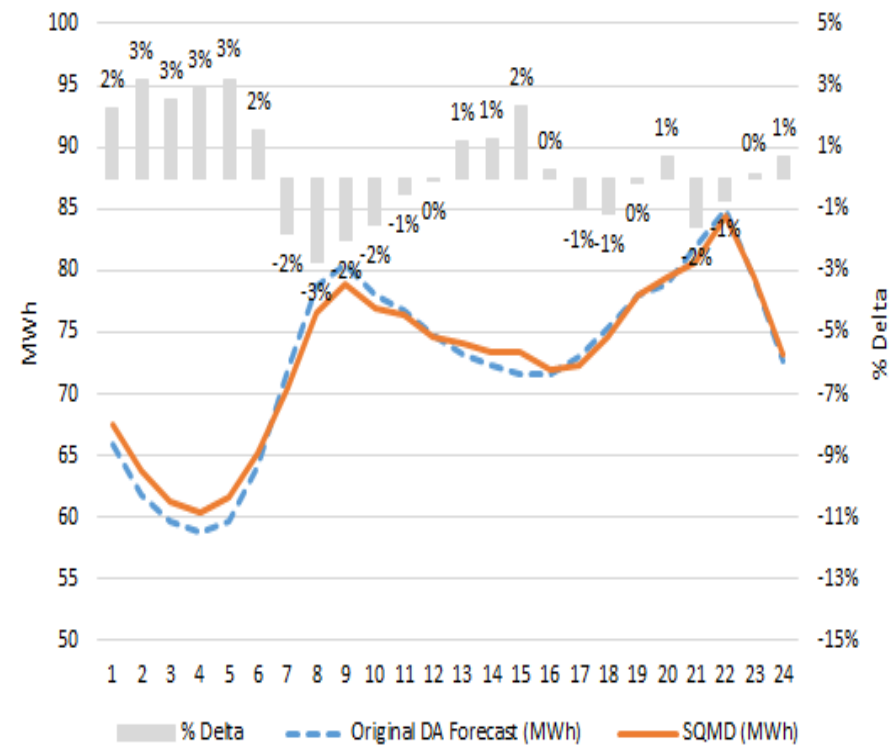
RCEA CCE Program Impacts to Date

RCEA Load - Weekdays

March



June



RCEA Financial Outlook – July 2020

- Power Costs**

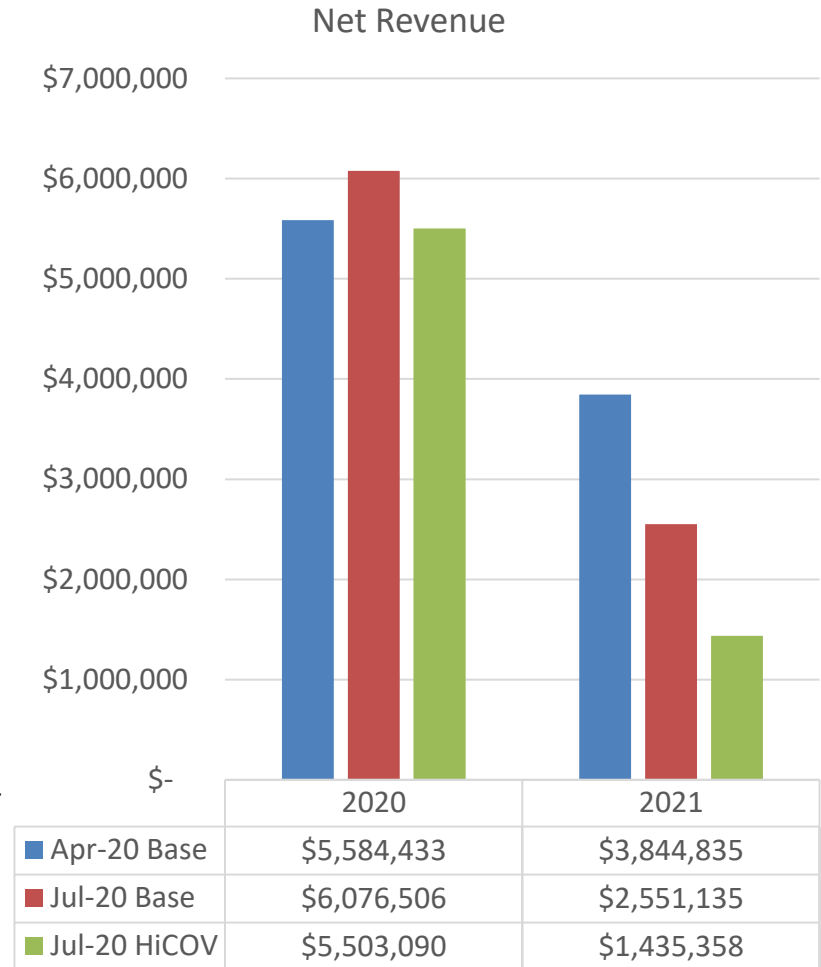
- PCC1 resale in 2020 increased net revenue

- Revenue Forecast**

- Customer non-payment increasing during COVID
- PG&E 2021 generation rates forecast ~\$2/MWh higher than in April
- Assuming ~2% load reduction in 2021 due to COVID
- Local economists contracted by RCEA to forecast impacts by business sector

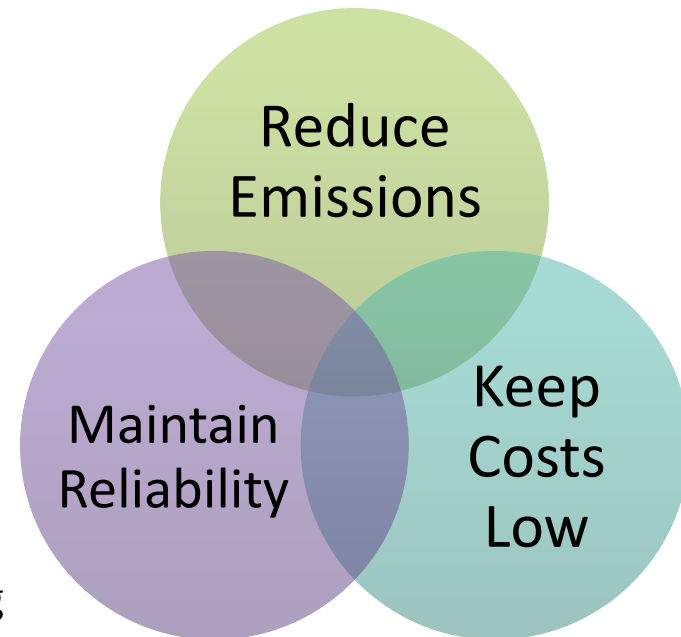
- COVID Impacts**

- Load actuals tracking well to forecast: April ASQMD <1%
- Base Case assumes gradual resumption of economic activity and sustained level of customer non-payment
- High Case (“HiCOV”) assumes sustained Q2 impacts and escalating customer non-payment



Integrated Resource Plan Update

- Previous IRP Cycle
 - RCEA Staff expect to bring three incremental RA contracts to the Board in August
 - BUY August 2021 incremental RA – 5.4 MW need
 - BUY August 2022 incremental RA – 3.0 MW additional need
 - SELL August 2023 incremental RA – 0.6 MW from already procured Sandrini RA
- Current IRP Submission
 - RCEA Staff to bring 2020 IRP to Board in August
 - Due to CPUC on September 1
 - Future system procurement need determined by CPUC likely in 2021
- Next IRP Cycle
 - Tighter link between planning and procurement
 - Modeling will go out to 2045
 - Better consideration of long-term locational planning analysis



Central Procurement Entity for Local RA

- PG&E will act as CPE for 7 NorCal Local Areas
- CPE will begin procurement in 2021 for 2023 (100% local RA need) and 2024 (50% local RA need)
- LSEs, such as RCEA, may:
 - Bid their local resources into the CPE's solicitations (selling system, flex, and local attributes)
 - Keep their local resources for just their system & flex needs
 - “Show” CPE their local RA for a reduction in the total local RA need for the group (retaining system & flex needs)
- Concerns include:
 - Reduced control of RA costs for CCAs
 - Reduction in incentive to build local resources
 - Compensation mechanism for providing local RA credit for LSEs that “show” their local RA (currently under discussion)





STAFF REPORT
Agenda Item # 6.1

AGENDA DATE:	July 23, 2020
TO:	Board of Directors
PREPARED BY:	Jocelyn Gwynn, Manager of Power Resources
SUBJECT:	Resource Adequacy & Long-Duration Storage Solicitations

SUMMARY

Incremental Resource Adequacy Capacity RFP

As presented initially in the December 2019 meeting, RCEA is mandated by the California Public Utilities Commission (CPUC) to procure 10.7 MW of incremental¹, long-term resource adequacy (RA)² capacity that is to be available by 2021-2023³. Over the past six months, staff have been pursuing a variety of strategies to meet RCEA's procurement obligations, which are outlined in the table below.

Year (online by August 1)	2021	2022	2023
Percent of obligation	50%	75%	100%
RCEA cumulative obligation (MW)	5.4	8.0	10.7

Last month the Board received an update on one strategy that staff are pursuing to meet these obligations through a Behind-the-Meter Distributed RA program. Since that will not yield enough capacity to meet the above deadlines and represents more risk as a compliance pathway, RCEA also released an RFP in April expressly for this need⁴. The RFP was released jointly with Valley Clean Energy (VCE), the CCA in Yolo County. RCEA and VCE have shortlisted the following two projects for which we are currently negotiating 10-year capacity contracts:

1. 5.5 MW of Leapfrog Power's demand response aggregation to meet 2021 obligation
 - Leapfrog has already installed and registered with the California Independent System Operator (CAISO) the customer meters that make up their offered capacity. Staff see this as a low-risk, high-value opportunity that still meets the CPUC's criteria for incremental capacity and satisfies our near-term compliance need.
 - The majority of customers that are enrolled with Leapfrog are residential, but the majority of the capacity is from commercial facilities. The types of loads that are part of their aggregation includes residential smart thermostats, commercial HVAC, energy storage, electric vehicle charging, food processing and cold storage, agricultural pumping, and municipal water pumping.

¹ Incremental is defined by the CPUC as additional to their list of baseline resources, and in most cases is synonymous with new-build projects.

² Resource Adequacy (RA) is a state-mandated, load-serving entity obligation to procure sufficient electric generation capacity for maintaining grid reliability during periods of high demand.

³ <https://docs.cpuc.ca.gov/PublishedDocs/Published/G000/M319/K825/319825388.PDF>

⁴ https://redwoodenergy.org/wp-content/uploads/2020/04/RCEA-VCE-RA-RFP-2020_Final.pdf

2. 2.5 MW of Viridity Energy Solutions' Tierra Buena battery energy storage system to meet 2022 obligation
 - This project will be built in Sutter County and will contribute local benefits to that and neighboring communities through property taxes and a local hiring program at prevailing wages.

RCEA's contracted Sandrini Sol 1 solar project will come online in late 2022 and will satisfy our 2023 obligation.

Long-Duration Energy Storage RFI

Along with 12 other California CCAs, RCEA participated in a joint Request for Information on Long-Duration Energy Storage⁵ that was released in June 2020. Eligible resources included energy storage technologies that 1) can discharge at full capacity for a period of eight hours or more, 2) are or would be interconnected to the transmission or distribution system within the CAISO territory, and 3) meet the minimum CPUC and CAISO requirements for participation in the state's RA program.

RFI responses were due in early July and a total of 31 responses across a variety of technologies were received. The joint CCAs are still analyzing the results and will be meeting soon to discuss next steps. The effort could result in a joint solicitation and procurement process for long-duration energy storage in the future, which RCEA may or may not participate in.

FINANCIAL IMPACTS

None. Staff plan to bring any proposed RA contracts for the shortlisted projects to the Board at a subsequent meeting.

RECOMMENDED ACTIONS

None – information only.

⁵ https://www.mccleanenergy.org/wp-content/uploads/2020/06/MCE-2020-Joint-CCAs-Long-Duration-Storage-RFI_061720.pdf



Resource Adequacy Procurement Update:

November 2019 procurement mandate that came out of CPUC Integrated Resource Planning proceeding

RCEA obligated to procure 10.7 MW of new RA capacity to be available 2021-2023

2020 Incremental Resource Adequacy Procurement

Year (online by August 1)	2021	2022	2023
Percent of obligation	50%	75%	100%
RCEA cumulative obligation (MW)	5.4	8.0	10.7

2021 5.5 MW of Leapfrog Power's demand response aggregation

2022 2.5 MW of Viridity Energy Solutions' Tierra Buena battery energy storage system

2023 RCEA's contracted Sandrini Sol 1 solar project



**COMMUNITY ADVISORY COMMITTEE
STAFF REPORT
Agenda Item # 7.1**

AGENDA DATE:	July 23, 2020
TO:	Board of Directors
PREPARED BY:	Matthew Marshall, Executive Director
SUBJECT:	RePower Humboldt Energy Strategic Plan Update

SUMMARY

Following approximately nine months of analysis and gathering public input, in December of 2019 the RCEA Board adopted an update to the RePower Humboldt Plan, RCEA's comprehensive action plan for energy. The plan establishes goals and strategies to guide RCEA's work over the 2020-2030 period, and is available online at:

<https://redwoodenergy.org/wp-content/uploads/2020/06/RePower-2019-Update-FINAL-.pdf>

At the Board meeting staff will provide a presentation on the current status of plan implementation and related activities over the last six months. This will include updates on the four focus areas of the plan:

1. Regional Planning and Coordination
2. Integrated Demand Side Management
3. Low-carbon Transportation
4. Energy Generation and Utility Services

Staff intends to provide RePower Humboldt Plan updates every six months going forward to keep the Board informed on implementation progress.

STAFF RECOMMENDATION

N/A – Information only.

RePower Humboldt

2020-2030 Strategic Plan

July 2020 Update



Outline

- Transportation programs
- Power Resources Programs and projects
- Featured program area: **Demand Side Management**

Low Carbon Transportation



- **Electric Bike Rebate Program:** \$41.5K in funding expended in <1 month, additional funding approved by RCEA Board in FY20-21 budget
- **EV Charging Network:** Upgrading stations and possible new sites with state funding
- **Electric Vehicle and Charging Station Rebates:** Launching in the coming months

Power Resources

- **Airport Microgrid Project:** COVID-19 and FFA approval process resulting in delays, but project on track for construction in the first part of 2021.
- **Additional Community-Scale Microgrids:** Opportunities to build on temporary/diesel-powered PG&E microgrid work in Willow Creek and Hoopa.
- **Offshore Wind:** Federal leasing process slowed due to issues with Department of Defense on Central Coast, but still moving forward. Auction of Humboldt lease areas anticipated in 2021.

Power Resources

- **Local Solar Feed-In Tariff:** Board increased total program capacity to 12.5MW, contracts for 4MW approved so far (enough to power 7,600 households).
- **Long-Term Renewable Contracts:** Cove small hydro began delivering power to RCEA in Feb., Sandrini Sol 100MW solar project on track for 2022 construction.
- **Behind-the-Meter Storage Program:** Negotiating contracts with the two short-listed vendors to install ~850 customer energy storage systems to provide CCA resource adequacy and local resilience.
- **Local Small Hydro:** Moving forward with comprehensive assessment of local potential and identification of any feasible project sites.



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Demand Side Management -- Past Year Successes and Vision for the Future

July 23, 2020



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CCE – Funded Programs:



CCE – Funded Programs: Public Agency Solar Program

- Solar Site Assessments
- Energy Efficiency Projects and Assessments
- Battery Storage and SGIP Assessments
- Technical Assistance
- Secured \$1.7 million for local educational agencies
- 500 kW of solar at local schools
- Projects with City of Trinidad and Kneeland Fire District, currently working with Wiyot Tribe



CCE – Funded Programs: Residential Services

- 251 Residential Consults and Referrals
- 93 Energy Efficiency Kits Distributed
- 29 Referrals to Income-Based Programs



CCE – Funded Programs: LED Buydown Program

- 14 customers received CCE Buy-Down rebate
- 6 Volunteer Fire Depts received No-Cost projects
- \$21,786.79 total in rebates awarded
- Sunsetting because of end of Energy Watch Program



CCE – Funded Programs: Ramping Up

- Mobile Home Solar – working on developing “turn-key” plan set for implementation
- Heat Pumps – working on launching rebate program Fall 2020 for space heaters and hot water heaters
- Grocery Refrigeration – Launching in 2021
- Green Your Grow – Launching in 2021



Energy Watch

- Partnership with PG&E, ended June 2020
- Projects Completed: 223
- About 92% of projects qualified as Hard to Reach
- Savings: 336 Gross kW; 1,549,582 Gross kWh
- Incentives: \$309,130
- Estimated Annual Savings to Customers: \$340,900



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Prop 39 Overall Stats

Served 22 Districts

Over \$5M total funds paid out

\$281,855 total incentives paid

Projects included Lighting, Controls, Refrigeration, HVAC, Retro-Commissioning, Fuel Substitution, Hot Water, Building Envelope, Kitchen Equipment, Plug Loads, and Solar PV.



Prop 39

Annual Savings

- 3,130,330.69 total kWh
- 28,502 therms of natural gas
- 1042 gallons of propane
- 5,705.8 gallons of diesel (all from fuel switching)
- \$460,184.11 total first year savings to the Districts



New Partner Programs: Program Administrator

- Residential and Non-Residential Direct Install Program
- Direct Partnership with CPUC
- Focus on HTR
- Wider variety of measure offerings than Energy Watch



New Partner Programs: Local Government Partnership

- Partnership with PG&E
- Public Project Management Activities
- Public Agency Benchmarking and Energy Star Certification
- Leads Delivered to Resource Programs
- Public and HTR Contacts
- HTR Assessments
- Education



Future DSM Visions

- Partnership with procurement team on Resource Adequacy, Microgrid, and other Projects
- More Direct Services to Customers
- New Comprehensive Database
- Virtual Energy Assessments
- Potential Development of CPUC-funded state-wide Rural Regional Energy Network (Rural REN)



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Thanks Pardners!





STAFF REPORT
Agenda Item # 8.1

AGENDA DATE:	July 23, 2020
TO:	Board of Directors
PREPARED BY:	Stephen Kullmann, Director of Demand Side Management
SUBJECT:	Award contract for CPUC Program Administrator Reporting Services

SUMMARY

Effective July 2020, Redwood Coast Energy Authority became a program administrator (PA) through the California Public Utilities Commission (CPUC) for two ratepayer-funded energy efficiency programs. Programmatic reporting and budget filing is very technical and time-consuming and it will be most efficient and effective to have a consultant perform these services.

On June 15, 2020, the Demand-Side Management Team released a request for proposals (RFP) for energy efficiency program reporting. A preproposal conference was held on June 18, 2020, and the bid period closed on July 7, 2020.

The scope of work in the RFP was as follows:

Base proposal:

1. In the kick-off year, assist RCEA with proper data collection to ensure compliance with CPUC reporting and evaluation, measurement and verification (EM&V) requirements.
2. Review budget filings drafted by RCEA and assist with submission. In the first implementation year, there will be one budget filing due September 1, 2020.
 - a. Support data entry for new measures not in the original cost-effectiveness tool (CET) inputs from CPUC Advice Letter 004-E-C, including fuel substitution measures.
 - b. Review data, inputs, specifications and workpapers for compliance with CPUC requirements and cost effectiveness.
3. Quarterly:
 - a. Review RCEA's current measure portfolio and CET inputs and provide feedback related to cost-effectiveness and data entry.
 - b. Review quarterly claims and assist with submission
4. Provide RCEA updates on new workpapers, cost-effective active measures and fuel substitution measures.

Additive Alternate A:

In addition to items (1) through (4) above, also prepare the data for submission to the CPUC. The consultant will be given specific project and financial data collected by RCEA in the desired format and will be required to prepare the submissions for the 2021 budget filing and quarterly claims.

Additive Alternate B:

Review monthly report data for submission to the CPUC.

Two proposals were received from Frontier Energy and Aiqueous. The proposals were significantly different in cost and scope, so further review is being conducted and a recommendation will be made at the Board meeting.

FINANCIAL IMPACTS

The financial impact and contract cost will be presented at the Board meeting.

RECOMMENDED ACTIONS

Approve professional services agreement for CPUC Program Administrator reporting and budget filing to **Frontier Energy for an amount not to exceed \$60,000** for one year with two potential one-year extensions, and authorize the Executive Director to execute all applicable documents.



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Program Administrator Reporting Services Contract

July 23, 2020



- June 15, 2020 RFP Released
- Two Bids Received by July 7, 2020
 - Frontier Energy
 - Aiqueous
- Responses ranked on three evenly weighted criteria
 - Firm experience
 - Ability to comply with schedule and budget
 - Reasonableness of fees



Frontier Energy

- RCEA DSM staff have worked with them in past
- Perform similar duties for
 - Bay Area Regional Energy Network (BayREN)
 - Marin Clean Energy (MCE)
 - Lancaster Choice Energy (LCE)
 - Tri-County Regional Energy Network (3C-REN)



Aqueous

- No direct CPUC PA reporting experience
- Total bid cost lower but per unit cost higher
- Optional use of proprietary POWERPATH tool



Recommendation

- Authorize Executive Director Matthew Marshall to execute professional services agreement with Frontier Energy with the following terms:
 - One year with two optional one-year extensions
 - Time and materials cost not to exceed \$60,000



Scope of Work

- General program support/training
- Annual Budget and Advice Letter
- Regulatory Reporting
- Technical Program Implementation
- Ad Hoc Support

**AGREEMENT FOR PROFESSIONAL SERVICES
BETWEEN THE REDWOOD COAST ENERGY AUTHORITY AND
FRONTIER ENERGY, INC.**

This Agreement is made and entered into by and between the Redwood Coast Energy Authority ("RCEA"), a Joint Powers Authority, and Frontier Energy, Inc., ("CONSULTANT"), a professional consulting firm. RCEA and CONSULTANT are hereinafter also referred to collectively as the "Parties" and individually as a "Party". This Agreement is effective July 23, 2020.

RECITALS

WHEREAS, RCEA is in need of consulting services for energy efficiency program reporting.

WHEREAS, CONSULTANT has the demonstrated qualifications, skills and training necessary to perform the services needed by RCEA, and RCEA desires to retain CONSULTANT to complete the said services based on the terms and conditions below.

NOW, THEREFORE, based on the conditions recited herein and made a material part hereof, the Parties agree as follows:

1. Scope of Services.

1.1 Services Defined. CONSULTANT agrees to perform the services as set out in Exhibit A, "Scope of Work" attached hereto and incorporated by reference ("Services"). Services shall be provided in accordance with the terms and conditions of this Agreement. In the event of conflict between the provisions contained in Sections 1 - 26 of this Agreement and those within Exhibit A, the terms and conditions of Sections 1 -26 shall control over those in Exhibit A.

1.2 Special Conditions. Consultant shall comply with all additional terms and conditions set forth in Exhibit C "Special Conditions," if any are required [*check applicable box*]:

_____ Special Conditions X No Special Conditions

1.3 Materials and Equipment. Consultant shall, at its sole cost and expense, furnish all materials and equipment which may be required for performing Services excepting those items specifically identified in Exhibit A.

2. Term. Services by Consultant shall commence upon full execution of this Agreement by both parties. Consultant shall complete all Services in accordance with the time schedule set forth in Exhibit A.

3. Compensation. CONSULTANT shall be paid for Services on a time and materials basis, based on the rate and budget attached hereto and incorporated herein as Exhibit B, "Compensation" for a maximum amount not to exceed Sixty Thousand Dollars (\$60,000.00).

4. Payment. CONSULTANT shall submit invoices no more frequently than monthly and the final bill upon completion of Services. Invoices shall contain a time summary of work performed by each person for whom charges are billed. Invoices shall be sent to RCEA, 633 3rd Street, Eureka, CA 95501, Attention: Accounting, or emailed to accounting@redwoodenergy.org. If RCEA

disputes an invoice, it may withhold that portion so contested and shall pay the undisputed amount. RCEA may withhold all or any portion of the funds provided for by this Agreement in the event that the CONSULTANT has materially violated, or threatens to materially violate, any term, provision, or condition of this Agreement; or the CONSULTANT fails to maintain reasonable progress toward completion of the Services or any component thereof. RCEA shall make payment to CONSULTANT within thirty (30) working days after approval of the invoice.

5. **Standard of Care.** The standard of care for all professional Services performed or furnished by CONSULTANT under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. CONSULTANT shall be responsible for the professional and technical soundness, accuracy, and adequacy of all designs, drawings, specifications, and other work and materials furnished under this Agreement.
6. **Hold Harmless and Indemnification.** If this Agreement is for design professional services subject to California Civil Code § 2782.8(a) and CONSULTANT is a design professional as defined in California Civil Code § 2782.8(c)(2), to the fullest extent allowed by law, CONSULTANT shall hold harmless, defend and indemnify RCEA, its officers, agents, employees, and volunteers from and against all claims, damages, losses, and expenses including attorneys' fees arising out of, or pertaining to, or relating to the negligence, recklessness, or willful misconduct of CONSULTANT, not to exceed CONSULTANT'S proportionate percentage of fault.

If this Agreement is not for design professional services subject to California Civil Code § 2782.8(a) or CONSULTANT is not a design professional as defined in California Civil Code § 2782.8(c)(2), to the fullest extent permitted by law, CONSULTANT shall indemnify and hold harmless RCEA and its board, committees, officials, employees and agents (collectively "Indemnified Parties") from and against any and all losses, liabilities, damages, costs and expenses, including attorney's fees and costs to the extent same are caused in whole or in part by any negligent or wrongful act, error or omission of CONSULTANT, its officers, agents, employees or sub-contractors or any entity or individual for which CONSULTANT shall bear legal liability in the performance of professional services under this Agreement.

CONSULTANT's responsibility for defense and indemnity obligations shall survive the termination or completion of this Agreement for the full period of time allowed by law. The defense and indemnification obligations of the Agreement are undertaken in addition to, and shall not in any way be limited by, the insurance obligations contained in this Agreement

7. **Insurance.** CONSULTANT agrees to maintain, at a minimum, the insurance coverage as set out below at all times during the terms of this Agreement and all additional terms set forth in Exhibit D "Special Insurance Conditions," if any are so required [*check applicable box, below*]. Failure to maintain the required insurance shall be grounds for termination of this Agreement.

 X Special Insurance Conditions No Special Insurance Conditions

- 7.1 All insurance carriers shall be admitted in the state of California and with an A.M. Best's rating of A- or better and a minimum financial size VII. Said coverage shall include an endorsement to add RCEA, its officers, agents and employees, as additional insureds with respect to liability arising out of or connected with the services to be provided under this

Contract. Said coverage shall additionally be endorsed to specify that the CONSULTANT'S insurance is primary and that insurance or self-insurance maintained by RCEA shall not contribute with it. Upon request, CONSULTANT shall furnish RCEA with certificates of insurance and endorsements of all required insurance. Said documentation shall state that coverage shall not be cancelled except after thirty (30) days prior written notice has been given to RCEA. In the event CONSULTANT subcontracts any part of the Services, each subcontractor shall be bound by the same terms and conditions concerning insurance as required by this Agreement will be made a part of any such subcontract agreement. RCEA reserves the right at any time during the term of the Agreement to change the amounts and types of insurance required by giving the Consultant ninety (90) days advance written notice.

7.2 Workers' Compensation and Employers' Liability Insurance: CONSULTANT shall provide Workers' Compensation and Employers' Liability insurance for CONSULTANT's employees and agents to the extent required by law.

7.3 Commercial General Liability: CONSULTANT shall maintain \$1 million minimum commercial general liability insurance coverage on an occurrence basis, including products and completed operations, property damage, bodily injury and personal and advertising injury.

7.4 Business Auto: If applicable, CONSULTANT shall maintain \$1 million minimum business automobile insurance coverage.

7.5 Professional or Errors and Omissions Insurance. CONSULTANT shall maintain such Professional or Errors and Omissions Insurance as will provide protection from any claim arising out of any negligent act, error or omission in rendering or failing to render professional services either committed or alleged to have been committed by CONSULTANT or by anyone employed by CONSULTANT to perform or furnish any of the Services, or by anyone for whose acts any of them may be liable. Such coverage shall not be less than \$1,000,000 single limit, any one claim and \$2,000,000 annual aggregate.

7.6 Insurance Reductions, Waivers. RCEA may, in its sole discretion, reduce or waive any insurance coverage requirements provided herein based on an analysis of the availability of insurance coverage for the type of professional consultant retained by this agreement, the type of risk exposure for RCEA, and the financial capability of CONSULTANT to bear the risk of losses without insurance. Any specific insurance coverage reductions or waivers shall be itemized in Exhibit D.

8. Independent Consultant Status. CONSULTANT shall perform all Services as an independent contractor. No person performing any of the Services shall be considered an officer, agent, servant or employee of RCEA, nor shall any such person be entitled to any benefits, including but not limited to Workers Compensation Benefits, available or granted to employees of RCEA. CONSULTANT shall be solely responsible for the acts or omissions of its officers, agents, employees, and subcontractors. Nothing herein shall be construed as creating a partnership or joint venture between RCEA and CONSULTANT.

9. Assignment. Neither party shall assign its obligations under this Agreement without the prior written consent of the other, except that CONSULTANT may assign the proceeds due under this Agreement to any bank or person without such written consent. Any assignment by the CONSULTANT in violation of this provision shall be void, and shall be cause for immediate termination of this Agreement. Subject to the provisions of this Section, this Agreement shall be

binding upon and inure to the benefit of the respective successors and assigns of the parties.

10. **Subcontracting.** The CONSULTANT shall not subcontract any portion of the work required by this Agreement without prior written approval of the RCEA, except for any sub-contract work identified herein. If CONSULTANT shall cause any part of the project to be performed by a subcontractor, the provisions of this contract shall apply to such sub-contractor, and CONSULTANT shall be liable hereunder for all acts and negligence of the subcontractor.
11. **Books of Record and Audit Provisions.** The CONSULTANT shall maintain on a current basis complete books and records relating to this Agreement. The books and records shall be original entry books with a general ledger itemizing all debits and credits for the work. In addition, the CONSULTANT shall maintain detailed payroll records. These documents and records shall be retained for at least five years from the completion of this Agreement. The CONSULTANT will permit RCEA to audit all books, accounts or records relating to this Agreement.
12. **Document Submission and Title to Documents.** CONSULTANT agrees that all data, plans, drawings, specifications, reports, computer programs, operating manuals, notes, and other written or graphic work and intellectual property produced in the performance of this Agreement is considered work made for hire and shall be the property of RCEA upon delivery. RCEA may disclose, disseminate and use in whole or in part, any final form data and information received, collected, and developed under this Agreement.
13. **Confidentiality.** CONSULTANT acknowledges RCEA may provide it with confidential information and CONSULTANT shall sign a non-disclosure agreement before receiving such information.
14. **Nondiscriminatory Employment.** CONSULTANT shall not discriminate against any employee or application for employment because of race, color, religion, age, sex, national origin, political affiliation, ancestry, marital status or disability. This policy does not require the employment of unqualified persons.
15. **Entirety of Contract.** This Agreement shall constitute the entire agreement between the parties relating to the subject matter of this agreement, and shall supersede any previous agreements, promises, representation, understanding and negotiation, whether oral or written, concerning the same subject matter. Any and all act which may have already been consummated pursuant to the terms which are embodied in this Agreement are hereby ratified.
16. **Amendment.** No addition to, or alteration of, the terms of this Agreement shall be valid unless made in writing and signed by the parties hereto.
17. **Suspension, Termination**
 - 17.1 **Suspension.** At any time and for any reason, RCEA may temporarily suspend the Services upon five days' written notice to CONSULTANT. In such event, CONSULTANT shall perform no additional Services under this Agreement until RCEA has provided written notice to CONSULTANT to re-commence Services.
 - 17.2 **Termination.** This Agreement may be canceled at any time by RCEA at its discretion upon written notification to CONSULTANT. CONSULTANT is entitled to receive payment for acceptable services performed and costs incurred up to and including the date on which to cease work on the project. CONSULTANT shall be entitled to no further compensation for

work performed after such date. CONSULTANT will deliver to RCEA all data and originals of all plans, drawings, specifications, reports, computer programs, operating manuals, notes, and other written or graphic work and other materials prepared or produced under this Agreement, whether completed or incomplete, and all such material shall become the property of RCEA upon the date to cease work.

18. **Designation of Representative.** CONSULTANT and RCEA shall designate specific individuals to act as representatives ("Designated Representative"), who shall have authority to transmit instructions, receive information, and implement the Agreement on behalf of each respective party. Either Party may change its Designated Representative or the address of its Designated Representative by giving reasonable notice to the other Party.

19. **Notices**

All notices or other communications required or permitted to be given hereunder shall be in writing and shall be deemed to have been given when delivered if personally delivered, or three (3) business days after mailing if mailed by certified mail, postage prepaid, return receipt requested, and shall be addressed as follows:

Notices shall be given to RCEA at the following address:

Lori Biondini, Director of Business Development and Planning
Redwood Coast Energy Authority
633 3rd Street
Eureka, CA 95501

Notices shall be given to CONSULTANT at the following address:

Chris Bradt, Manager
Frontier Energy, Inc.
1000 Broadway, Suite 410
Oakland, CA 94607

20. **Compliance with Applicable Laws.** The CONSULTANT shall comply with any and all applicable federal, state and local laws affecting the Services covered by this Agreement.
21. **Jurisdiction and Venue.** This Agreement shall be construed in accordance with the laws of the State of California, and the parties hereto agree that venue shall be in Humboldt County, California.
22. **Headings.** The headings of this Agreement are for purposes of reference only and shall not limit or define the meaning of the provisions of this Agreement.
23. **Severability.** If any paragraph, section, sentence, clause or phrase contained in this Agreement shall become illegal, null or void or against public policy, for any reason, or shall be held by any court of competent jurisdiction to be illegal, null or void or against public policy, the remaining paragraphs, sections, sentences, clauses or phrases contained in this Agreement shall not be affected thereby.
24. **Waiver.** The waiver of any breach of any provision hereunder by any party hereto shall not be deemed to be a waiver of any preceding or subsequent breach hereunder.
25. **Authority.** Each of the undersigned hereby warrants that he/she has authority on behalf of his or her principal to execute this agreement.

26. Counterpart Signatures. This Agreement may be signed in separate counterparts, and all counterparts, when signed, shall constitute an enforceable agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement to be effective on the date and year first hereinabove written.

RCEA:

CONSULTANT:

Matthew Marshall, Executive Director
Redwood Coast Energy Authority
Date: _____

Name: Jean Krausse
Title: Vice President
Date: _____

EXHIBIT A: SCOPE OF WORK

CONSULTANT agrees to perform the following services for RCEA:

Task	Description	Budget Category	Approx. Hours	Assumptions
1	Program Support and Kick-off Meeting	DI	115	Help RCEA get set up internally to support regulatory reporting, working with RCEA on data collection and best practices and min reporting field requirements. Provide trainings on the quarterly and monthly reporting templates. Pull raw data from tracking system for 2020 reporting.
2	2021 Annual Budget and Advice Letter	Admin	35	Support would include reviewing 2021 filing, reviewing measure specs, recommending alternative measures for consideration and uploading the CEI to CEDARS.
3	Regulatory Reporting (Quarterly Claims)	Admin	93	Support the development and submission of 3 Quarterly reports: Q32020, Q42020 and Q12021. Frontier will perform desktop QA/QC, and provide feedback on errors and track in a spreadsheet for future reports. Assumes Q3 data will be a small number of claims. Assumes Q4 data will have a moderate number of claims, and that most of the claims would be in Q1 2021.
4	Technical Program Implementation	DI	107	Frontier will work with RCEA to ensure program data and measure specifications are current and active. Frontier will keep an active list of current measures and workpapers based on current program year filing, and check the monthly WPA list for updates. Also track Dispositions, calculator updates, Ex Ante updates and DEER updates that impact program's measures and offerings. Will provide updates monthly, as needed, to ensure changes flow to quarterly claims.
5	Ad Hoc Support	DI	20	Ad-hoc requests that don't align with any one task. This could include attending a PCG reporting meetings (4 a year, 4 hours each meeting); potential and goals workshops and stakeholder meetings (2 a year, 6 hours each meeting), etc.
TOTAL			370	
A	Alternative A: Regulatory Reporting	Admin	44	In addition to Task 3 support, Frontier will compile data and upload Q32020 and Q42020 reports to CEDARS. Frontier will support RCEA in compiling data for Q12021 and perform desktop QA/QC.

CONSULTANT will perform the services indicated above no later than June 30, 2021, though this may be adjusted in writing by RCEA in negotiation with Consultant.

EXHIBIT B: COMPENSATION

CONSULTANT will perform the above services on a time and materials basis for a not-to-exceed amount of \$60,000. Time will be billed at the fixed hourly rates displayed in the fee schedule according to the budget table below.

Fee Schedule

Position/Title	Maximum Billable Hourly Rate - 2020	Maximum Billable Hourly Rate - 2021
President	290	295
Vice President / Sr. Director	285	290
Director	265	270
Sr. Manager / Engineering Manager	235	240
Manager	209	213
Sr. Engineer / Sr. Program Manager	189	193
Engineer / Program Manager	159	162
Sr. Program Consultant / Sr. Analyst	145	148
Program Consultant / Analyst	126	128
Sr. Program Coordinator / Sr. Technician	106	108
Program Coordinator / Technician	91	93
Administrative	75	75

Budget Table

Task	Description	Budget Category	Approx. Hours	Budget
1	Program Support and Kick-off Meeting	DI	115	\$16,675
2	2021 Annual Budget and Advice Letter	Admin	35	\$5,075
3	Regulatory Reporting (Quarterly Claims)	Admin	93	\$13,485
4	Technical Program Implementation	DI	107	\$15,515
5	Ad Hoc Support	DI	20	\$2,870
TOTAL			370	\$53,620.00
A	Alternative A: Regulatory Reporting	Admin	44	\$6,380.00
Admin Total			172	\$24,940.00
DI Total			242	\$35,060.00
TOTAL NTE				\$60,000.00

EXHIBIT C: SPECIAL CONDITIONS
[attach if applicable]

EXHIBIT D: SPECIAL INSURANCE REQUIREMENTS, REDUCTIONS, WAIVERS

RCEA will waive the insurance requirement identified in Section 7.4 of the Agreement.



REDWOOD COAST **Energy**Authority

STAFF REPORT Agenda Item # 8.2

AGENDA DATE:	July 23, 2020
TO:	Board of Directors
PREPARED BY:	Mahayla Slackerelli, Account Services Manager Patrick Owen, Human Resources & Workforce Development Manager
SUBJECT:	Racial Justice Action Plan Ad Hoc Subcommittee Creation

SUMMARY

At the June meeting the Board passed a resolution on racial justice, which directed staff to create a racial justice action plan. Staff were also asked to add an item to the July 2020 board meeting agenda for creation of an ad hoc subcommittee on racial justice.

The ad hoc subcommittee would consist of up to four board members working with staff on the action plan and its implementation for approximately one year. In addition to advising on development and implementation, the subcommittee would bring relevant features of the action plan back to the full Board for discussion. The subcommittee would complete the assignment by evaluating the progress made through the implementation of the action plan.

FINANCIAL IMPACT

None.

STAFF RECOMMENDATION

Form a racial justice action plan ad hoc board subcommittee of up to four directors.