

**CALIFORNIA ALTERNATIVE ENERGY AND  
ADVANCED TRANSPORTATION FINANCING AUTHORITY**

*Consideration of Interagency Agreement with State Treasurer’s Office for Executive,  
Administrative, and Information Technology Services in an Amount Not to Exceed \$382,841*

**Tuesday, April 20, 2021**

Prepared by: *Jessica Arceo, Contract Analyst*

**REQUEST**

Staff requests approval of the California Alternative Energy and Advanced Transportation Financing Authority (“CAEATFA”) Fiscal Year (FY) 2020/21 Interagency Agreement (“IA”) No. CAEATFA07-20 with the State Treasurer’s Office (“STO”) to provide executive, administrative, and information technology support to CAEATFA in the amount of \$382,841 during the term July 1, 2020, through June 30, 2021.

**SUMMARY**

**Background.** Through annual IAs, the STO provides executive, administrative, and information technology services, including, but not limited to, accounting, budgeting, legal, information technology, information security, personnel, and business services for the Boards, Commissions, and Authorities (“BCAs”) chaired by the State Treasurer. The total cost is allocated among the BCAs based on each agency’s personnel-years. The proposed IA for Fiscal Year (FY) 2020/2021 is attached as Attachment A.

Prior contract amounts for FY 2010/11 through FY 2019/20, as well as the current contemplated agreement amount, are listed below. The increase in cost for FY 2020/21 was due to the addition of three new CAEATFA staff positions.

<b>Contract Term (Fiscal Year)</b>	<b>Contract Amount</b>
07/01/2010 – 06/30/2011	\$108,763
07/01/2011 – 06/30/2012	\$115,918
07/01/2012 – 06/30/2013	\$119,820
07/01/2013 – 06/30/2014	\$192,141
07/01/2014 – 06/30/2015	\$262,804
07/01/2015 – 06/30/2016	\$490,367
07/01/2016 – 06/30/2017	\$473,469
07/01/2017 – 06/30/2018	\$477,542
07/01/2018 – 06/30/2019	\$477,543
07/01/2019 – 06/30/2020	\$367,024
<b>07/01/2020 – 06/30/2021</b>	<b>\$382,841</b>

CAEATFA’s Executive Director has delegated authority under Resolution No. 21-03-4.C to approve contracts in amounts up to \$300,000. As the proposed Executive and Support Services IA

**Agenda Item – 4.C**  
**Resolution No. 21-04-4.C**

for the current fiscal year exceeds this amount, the Board's approval is required, and staff is requesting Board approval of the new IA.

**Recommendation.** Staff recommends the approval of Resolution No. 21-04-4.C authorizing the Executive Director to execute the attached Interagency Agreement CAEATFA07-20 with the State Treasurer's Office for Executive and Support Services for Fiscal Year 2020/21.

**ATTACHMENTS**

Attachment A:      Proposed Interagency Agreement with State Treasurer's Office for Executive and Support Services (CAEATFA07-20)

**RESOLUTION AUTHORIZING THE EXECUTION OF AN INTERAGENCY  
AGREEMENT WITH THE STATE TREASURER’S OFFICE  
FOR EXECUTIVE AND ADMINISTRATIVE SUPPORT SERVICES**

April 20, 2021

**WHEREAS**, the California Alternative Energy and Advanced Transportation Financing Authority (the “Authority”) was created under the provisions of the California Alternative Energy and Advanced Transportation Financing Authority Act (Division 16 (commencing with Section 26000) of the California Public Resources Code) (the “Act”); and

**WHEREAS**, Section 26011(h) of the Public Resources Code authorizes the Authority to “do all things generally necessary or convenient to carry out the purposes of this division”; and

**WHEREAS**, Section 26008 of the Public Resources Code authorizes the Authority to employ an Executive Director and any other persons as are necessary to enable it to properly perform the duties imposed upon the Authority by the Act, and authorizes the Authority to delegate to the Executive Director the power to enter into contracts on its behalf; and

**WHEREAS**, the Authority wishes to enter into an Interagency Agreement with the State Treasurer’s Office for Fiscal Year 2020/2021 for executive and administrative support services, including, but not limited to, accounting, budgeting, legal, information technology, information security, personnel, and business services; and

**WHEREAS**, the State Treasurer’s Office has the ability and expertise to advise the Authority on matters pertaining to executive and administrative support services for the Authority;

**NOW, THEREFORE, BE IT RESOLVED** by the California Alternative Energy and Advanced Transportation Financing Authority the following:

Section 1. The Executive Director is hereby authorized to prepare, enter into, and execute Interagency Agreement No. CAEATFA07-20 with the State Treasurer’s Office for executive and administrative support services in an amount not to exceed \$382,841 for the term beginning July 1, 2020, through June 30, 2021.

Section 2. This resolution shall take effect immediately upon its approval.

**Attachment A:**  
**Proposed Interagency Agreement with State Treasurer's Office**  
**for Executive and Support Services (CAEATFA07-20)**

STATE OF CALIFORNIA – DEPARTMENT OF GENERAL SERVICES		AGREEMENT NUMBER		PURCHASING AUTHORITY NUMBER (If Applicable)	
<b>STANDARD AGREEMENT</b>		CAEATFA07-20			
STD 213 (Rev. 03/2019)					
1. This Agreement is entered into between the Contracting Agency and the Contractor named below:					
CONTRACTING AGENCY NAME					
California Alternative Energy and Advanced Transportation Financing Authority					
CONTRACTOR NAME					
State Treasurer's Office					
2. The term of this Agreement is:					
START DATE					
July 1, 2020					
THROUGH END DATE					
June 30, 2021					
3. The maximum amount of this Agreement is:					
\$382,841.00 (three hundred eighty-two thousand eight hundred forty-one dollars and zero cents)					
4. The parties agree to comply with the terms and conditions of the following exhibits, which are by this reference made a part of the Agreement.					
EXHIBITS	TITLE				PAGES
Exhibit A	Scope of Work				1
Exhibit B	Budget Detail and Payment Provisions				1
Exhibit C *	General Terms and Conditions for Interagency Agreements (GJA-610)				1
Exhibit D	Special Terms and Conditions				1
Items shown with an asterisk (*), are hereby incorporated by reference and made part of this agreement as if attached hereto.					
These documents can be viewed at <a href="https://www.dgs.ca.gov/OLS/Resources">https://www.dgs.ca.gov/OLS/Resources</a>					
IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN EXECUTED BY THE PARTIES HERETO.					
<b>CONTRACTOR</b>					
CONTRACTOR NAME (If other than an individual, state whether a corporation, partnership, etc.)					
State Treasurer's Office					
CONTRACTOR BUSINESS ADDRESS		CITY	STATE	ZIP	
915 Capitol Mall, Room 538		Sacramento	CA	95814	
PRINTED NAME OF PERSON SIGNING		TITLE			
Rebecca Grajski		Director, Administration Division			
CONTRACTOR AUTHORIZED SIGNATURE		DATE SIGNED			
<b>STATE OF CALIFORNIA</b>					
CONTRACTING AGENCY NAME					
California Alternative Energy and Advanced Transportation Financing Authority					
CONTRACTING AGENCY ADDRESS		CITY	STATE	ZIP	
801 Capitol Mall, 2nd Floor		Sacramento	CA	95814	
PRINTED NAME OF PERSON SIGNING		TITLE			
Derek Chernow		Executive Director			
CONTRACTING AGENCY AUTHORIZED SIGNATURE		DATE SIGNED			
CALIFORNIA DEPARTMENT OF GENERAL SERVICES APPROVAL		EXEMPTION (If Applicable)			
		SCM Vol. 1, Ch. 4.04.A.5			

**EXHIBIT A**  
**SCOPE OF WORK**

1. This is an Interagency Agreement between the State Treasurer's Office (hereafter referred to as STO) and the California Alternative Energy and Advanced Transportation Financing Authority (hereafter referred to as CAEATFA).
2. STO agrees to provide services including but not limited to: Accounting, Budgeting, Legal Services, Information Technology Services, Information Security, Personnel, Business Services, Executive Office (policy direction and guidance) and Reporting Services to CAEATFA, where applicable. This contract is necessary as the services identified above cannot be performed by CAEATFA staff and must be performed by STO staff.
3. The project representatives during the term of this agreement will be:

State Agency: California Alternative Energy and Advanced Transportation Financing Authority	Contractor: State Treasurer's Office
Name: Derek Chernow, Executive Director	Name: Rebecca Grajski, Director, Administration
Phone: (916) 651-5102	Phone: (916) 653-3100
Fax: (916) 589-2855	Fax: (916) 653-3259

Direct all inquiries to:

State Agency: California Alternative Energy and Advanced Transportation Financing Authority	Contractor: State Treasurer's Office
Attention: Derek Chernow, Executive Director	Attention: Rebecca Grajski, Director, Administration
Address: 801 Capitol Mall, 2 <sup>nd</sup> Floor	Address: 915 Capitol Mall, Room 538
Phone: (916) 651-5102	Phone: (916) 653-3100
Fax: (916) 589-2855	Fax: (916) 653-3259

**EXHIBIT B**  
**BUDGET DETAIL AND PAYMENT PROVISIONS**

**1. Invoicing**

- A. The California Alternative Energy and Advanced Transportation Financing Authority (CAEATFA) agrees to compensate the State Treasurer's Office (STO) a lump sum payment in the amount of \$382,841.00 due no later than 30 days after contract approval.
- B. Invoice shall include Agreement Number CAEATFA07-20 and shall be submitted for a one time lump sum payment to:

California Alternative Energy and Advanced Transportation Financing Authority (CAEATFA)  
P.O. Box 942809  
Sacramento, California 94209-0001

**2. Budget Contingency Clause**

- A. It is mutually agreed that if the Budget Act of the current year and/or any subsequent years covered under this Agreement does not appropriate sufficient funds for the program, this Agreement shall be of no further force and effect. In this event, the State shall have no liability to pay any funds whatsoever to Contractor or to furnish any other considerations under this Agreement and Contractor shall not be obligated to perform any provisions of this Agreement.
- B. If funding for any fiscal year is reduced or deleted by the Budget Act for purposes of this program, the State shall have the option to either cancel this Agreement with no liability occurring to the State, or offer an agreement amendment to Contractor to reflect the reduced amount.

**3. Payment**

- A. Costs for this Agreement shall be computed in accordance with State Administrative Manual Sections 8752 and 8752.1.
- B. Nothing herein contained shall preclude advance payments pursuant to Article 1, Chapter 3, Part 1, Division 3, Title 2 of the Government Code of the State of California.

State Treasurer's Office  
CAEATFA07-20  
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**EXHIBIT C**  
**GENERAL TERMS AND CONDITIONS FOR INTERAGENCY AGREEMENTS**

Exhibit C to this Agreement, the General Terms and Conditions for Interagency Agreements (GIA - 610), is hereby incorporated by reference and made part of this Agreement as if attached hereto. The General Terms and Conditions for Interagency Agreements may be viewed and downloaded at:  
<https://www.dgs.ca.gov/OLS/Resources/Page-Content/Office-of-Legal-Services-Resources-List-Folder/Standard-Contract-Language>

**EXHIBIT D**  
**SPECIAL TERMS AND CONDITIONS**

**1. Dispute Resolution Clause**

- A. If for any reason CAEATFA and STO cannot reach a mutual agreement, then CAEATFA may refer the dispute to the Chief Deputy Treasurer.