



Monday, December 13, 2021
6:00pm

<https://us02web.zoom.us/j/84794506189>

Or join by phone:

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If you have anything that you wish to be distributed to the Committee, please email it to the clerk by 5:00 pm the day prior to the meeting.

C1. Welcome & Roll Call

C2. Swearing in of New Members - Oath of Office

New members of the Community Advisory Committee, Jim Lutz and Ed Hernandez will be sworn in as At-Large Members.

C2a. Chair Report - Anne Olivia Eldred

C3. Public Comment

This item is reserved for persons wishing to address the Committee on any EBCE-related matters that are not otherwise on this meeting agenda. Public comments on matters listed on the agenda shall be heard at the time the matter is called. As with all public comment, members of the public who wish to address the Committee are customarily limited to three minutes per speaker and must complete an electronic [speaker slip](#). The Committee Chair may increase or decrease the time allotted to each speaker.

EBCE is committed to protecting our environment and is proud to be a

[Certified California Green Business](#)

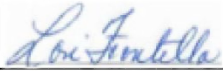
- C4. Procurement Policy (action item)**
Adopting a resolution to add solicitation point preferences for Disabled Veteran Owned Businesses and for businesses located within CalEnviroScreen designated DACs
- C5. Community Innovation Grants Update (action item)**
Staff will provide the CAC with updates regarding Community Innovation Grants
- C6. Marketing, Education, and Outreach (informational item)**
Staff will provide information on the updated Terms & Conditions for product transitions and new defaults to R100 in certain cities
- C7. CAC Member and Staff Announcements including requests to place items on future CAC agendas**
- C8. Adjournment to Monday, January 17, 2022**

CERTIFICATION OF POSTING

I, Lori Frontella, MMC Acting Board Clerk, do hereby declare under penalty of perjury that the foregoing agenda was posted on website at www.ebce.org and made available for public review prior to or at 5:00 p.m. December 10, 2021.

Date Posted: December 10, 2021

Time Posted: 4:30 p.m.



Lori Frontella, MMC, Board Clerk



Staff Report Item C4

TO: East Bay Community Energy Board of Directors
FROM: Vanessa Gerber, Strategic Operations Associate
SUBJECT: Amendment to Administrative Procurement Policy
DATE: December 15, 2021

Recommendation

Adopt a Resolution approving a fifth amended and restated Administrative Procurement Policy.

Background and Discussion

In accordance with EBCE’s Supplier Diversity Program, staff is proposing an update to the Administrative Procurement Policy to include preferences for two additional business categories. Specifically, this update would include preferences for Disabled Veteran Business Entities (DVBES) and companies located in Disadvantaged Communities (DAC) as identified by the California Environmental Protection Agency’s (CalEPA) CalEnviroScreen Tool. These two new preferences will join the existing preferences for businesses located within EBCE’s service area, as well as union labor. The preferences are reflected in section “IV. Formal Bidding Procedures” which applies to procurements for General Contractual Services exceeding \$100,000 per fiscal year. Below is a table outlining the preferences:

Category	Bonus	Policy Version
3.1.1 Businesses within Service Territory	5%	1.6 (existing)
3.1.2 Union Labor	2.5%	1.6 (existing)
3.1.3 Disabled Veteran Business Enterprises	2.5%	1.7 (proposed)
3.1.4 Disadvantaged Communities	2.5%	1.7 (proposed)

The preference for DVBES was previously included in the Administrative Procurement Policy (Amended and Restated 2018-9 version) but was struck along with all other General Order 156

(GO 156) Supplier Diversity classifications¹. DVBEs are the only business category that EBCE can exhibit preference to out of the GO 156 list, as per California Proposition 209. Preference for DVBEs is consistent with California State agency procurement procedures.

The CalEPA identifies disadvantaged communities through socioeconomic, public health, and environmental criteria. Using the CalEnviroScreen Tool, the CalEPA has identified the 25% highest scoring census tracts and identified those census tracts as “disadvantaged communities.” EBCE’s service area contains several of these census tracts: <https://oehha.ca.gov/calenviroscreen/sb535>.

Attachments

- A. Resolution to approve a fifth amended and restated Administrative Procurement Policy
- B. Exhibit A Policy 1.7 Fifth Amended and Restated Administrative Procurement Policy
- C. Administrative Procurement Policy redline against version 1.6

¹ California Public Utilities Commission General Order 156 defines calls for procurements from women-owned, minority-owned, disabled veteran-owned, and/or LGBT-owned businesses. See the full text here: <https://www.cpuc.ca.gov/-/media/cpuc-website/divisions/news-and-outreach/documents/bco/utility-supplier-diversity-program/general-order-156.pdf>

RESOLUTION NO. R-2021-__

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE EAST BAY COMMUNITY ENERGY AUTHORITY TO APPROVE A FIFTH AMENDED AND RESTATED ADMINISTRATIVE PROCUREMENT POLICY

WHEREAS, The East Bay Community Energy Authority (“EBCE”) was formed as a community choice aggregation agency (“CCA”) on December 1, 2016, under the Joint Exercise of Power Act, California Government Code sections 6500 *et seq.* (the “Act”), among the County of Alameda, and the Cities of Albany, Berkeley, Dublin, Emeryville, Fremont, Hayward, Livermore, Piedmont, Oakland, San Leandro, and Union City to study, promote, develop, conduct, operate, and manage energy-related climate change programs in all of the member jurisdictions. The cities of Newark and Pleasanton, located in Alameda County, along with the City of Tracy, located in San Joaquin County, were added as members of EBCE and parties to the JPA in March of 2020;

WHEREAS, it is in the interest of East Bay Community Energy Authority (“EBCE”) to establish administrative procurement practices that facilitate efficient business operations and provide fair compensation and local workforce opportunities whenever possible within a framework of high quality, competitive service offerings;

WHEREAS, EBCE seeks to support companies and contractors that reflect its values and already grants bonus points in competitive solicitation scoring to businesses located in EBCE’s Service Territory and/or businesses using union labor;

WHEREAS, EBCE may also grant bonus points in competitive solicitation scoring to Disabled Veteran Business Entities (DVBES) and/or companies located in Disadvantaged Communities (DAC) as identified by the California Environmental Protection Agency’s (CalEPA) CalEnviroScreen Tool.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE EAST BAY COMMUNITY ENERGY AUTHORITY DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. The Board hereby adopts the Fifth Amended and Restated Administrative Procurement Policy attached hereto as Exhibit A and as listed as Policy #1.7 to incorporate updates to the Formal Bidding Procedures that grant preference to DVBES and businesses located in DACs.

ADOPTED AND APPROVED at a regular meeting of the EBCE Board of Directors on this 15th day of December, 2021

Dianne Martinez, Chair

Attest:

Clerk of the Board



FIFTH AMENDED AND RESTATED ADMINISTRATIVE PROCUREMENT POLICY

Policy Number 1.7

December 15, 2021

Agenda Item # XX

Resolution Number R-2021-XX

I. PURPOSE

It is in the interest of East Bay Community Energy (“EBCE”) to establish administrative procurement practices that facilitate efficient business operations and provide fair compensation and local workforce opportunities whenever possible within a framework of high quality, competitive service offerings.

II. TYPES OF CONTRACTS

1. Contracts for Goods and Non-Professional Services. As used in this policy, “General Contractual Services” means:
 - 1.1. Any and all supplies, articles, equipment, or personal property furnished to or used by an organizational unit of EBCE; and
 - 1.2. Most types of services, excluding professional services as defined below, under which the contractor provides services which are required by EBCE, but not furnished by the EBCE’s own employees.
2. Contracts for Professional Services. As used in this policy, “Professional Services” means:
 - 2.1. The services of attorneys, physicians, architects, engineers, consultants, auditors, or other individuals or organizations possessing a high degree of professional, unique specialized technical skill or expertise, not always adaptable to competitive bidding. Professional Services are not considered General Contractual Services for the purpose of these procurement procedures.
3. Power Procurement Contracts
 - 3.1. Contracts for energy (also known as Power Purchase Agreements or PPAs) or energy related products shall be subject to the requirements and signing authorities set out in Section IX of this Policy.
4. All Contracts
 - 4.1. When procuring goods and services utilizing federal funds (e.g. grant funds), EBCE shall comply with all federal project requirements and Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. (See 2 CFR § 200)

- 4.2. No EBCE employee, official, or director shall split purchases into more than one purchase in order to avoid the procurement requirements in this policy. Splitting purchases does not allow for a competitive marketplace, increases administrative workflow, and may create ethical issues.
 - 4.3. No EBCE employee, officer, or Director shall accept, directly or indirectly, any gift, rebate, money or anything else of value from any person or entity if such gift, rebate, money or anything of value is intended to reward or be an inducement for conducting business, placing orders with, or otherwise using the employee's position to secure an agreement with EBCE.
 - 4.4. Prior to signing any agreement for General Contractual Services or Professional Services, the individual signing shall ensure all of the following:
 - 4.4.1. The contract compensation has been budgeted for in the current EBCE budget;
 - 4.4.2. That adequate funds have been appropriated by the Board;
 - 4.4.3. That such funds are unexpended and unencumbered sufficient to pay the expense of the contract; and
 - 4.4.4. That any agreement for General Contractual Services or Professional Services for an amount of \$5,000 or more in one calendar year has been approved as to form and content by the General Counsel or his/her designee.
 - 4.5. EBCE shall report on all new contracts, regardless of scope or contract value, at each Board meeting. Unless subject to the attorney client privilege or some other legal protection, as a public agency, EBCE shall release all public records, including contracts, as required by the Public Records Act.
 - 4.6. Agreements with existing vendors may be amended and/or extended to allow for the continuation of services for no more than a total term of five (5) years. Such amendments/extensions are subject to the applicable signing authority identified in Tables 1-4 based on the total dollar amount of the agreement.
 - 4.7. The CEO may suspend the requirements of Section III (General Contractual Services Procurement) or Section V (Professional Services Procurement) for any agreement. Furthermore, the COO may suspend the requirements of Section III or Section V for any agreement they would otherwise have the authority to sign. However, all agreements for which the required procurement procedures have been suspended pursuant to this Section II. 4.7 must be approved by the Chair and Vice Chair of the Board of Directors and must comply with signing authority restrictions identified in Section III, Table 2, and Section V, Table 4.
5. Promotional Items and Bulk Purchases
 - 5.1. The purchase of office supplies, promotional items, and similarly low risk goods bought in bulk online or otherwise are subject to the relevant procurement methods identified in Section III, but do not require a Consulting Services Agreement or other agreement.

III. GENERAL CONTRACTUAL SERVICES PROCUREMENT

1. Procurement Method

1.1. Table 1 indicates the appropriate procurement method for the purchase of General Contractual Services of certain dollar amounts.

1.2. Nothing in this section prohibits the use of a more stringent procurement method than the one indicated by Table 1. At his or her discretion, the CEO may direct that an agreement for General Contractual Services is awarded through the Formal Bidding Procedures described herein.

Table 1

PROCUREMENT METHOD	DOLLAR AMOUNT per FISCAL YEAR	ADDITIONAL REQUIREMENTS
Formal Bidding Procedure	> \$100,000	RFP/RFQ
Solicit 3 written quotes; may be in electronic format	\$50,000 - \$100,000	Quotes must include provider's name, address, phone number, professional license number, if applicable
Solicit 3 verbal quotes	\$10,000 - \$49,999.99	Staff shall note quotes by including the providers' name, address, phone number and amount of the verbal proposal in EBCE's records
No solicitation necessary	< \$10,000	Seek the lowest price for the highest quality
Purchase Order Can Be Used	<\$5,000	Contracts for goods or low-risk off- site services only

2. Signing Authority

2.1. Table 2 indicates the appropriate signing authority for the purchase of General Contractual Services of certain dollar amounts.

2.2. Nothing in this section prohibits EBCE staff from seeking approval of a more senior signing authority than is permitted by this policy.

Table 2

SIGNING AUTHORITY	DOLLAR AMOUNT	CONTRACT TYPE
Board Approval	> \$100,000	All contracts
Chief Executive Officer, or his/her designee	\$0 - \$100,000	All contracts
General Counsel	\$0-\$50,000	All contracts related to the activities or functions of the Office of the General Counsel
Chief Operating Officer	\$0-\$25,000	All contracts related to the activities or functions of the Office of the COO

Senior Director or Vice President	\$0-\$10,000	All contracts whose object or purpose is related to the activities or functions of that Senior Director or Vice President
Director	\$0-\$5,000	All contracts whose object or purpose is related to the activities or functions of that Director

IV. FORMAL BIDDING PROCEDURES

Except as otherwise specifically directed in writing by the CEO, agreements for the purchase of General Contractual Services for a total amount that exceeds \$100,000 per fiscal year shall be procured as follows:

1. **Formal Bid Invitations.** Invitations to participate in the Request for Proposal/Request for Qualifications process shall include a general description of the supplies or services sought by EBCE, and shall specify the time, place and date for opening bids.
2. **Evaluation.** Bids and proposals received through a competitive solicitation shall be subject to a set of criteria and a scoring system, reviewed and evaluated by relevant EBCE staff and an evaluation committee selected by the relevant staff, CEO, COO or General Counsel, or at the discretion of the Board, members of a designated Board subcommittee.
3. **Lowest Responsible Bidder.** "Lowest responsible bidder" as used in this policy shall mean that bidder who best responds in price, quality, service, fitness, or capacity to the particular requirements of EBCE. Price alone shall not be the determining factor but shall be considered along with other factors, including but not limited to the following:
 - 3.1. EBCE seeks to support companies and contractors that reflect its values and has identified four vendor/contractor categories that shall be given special consideration during bid evaluation and selection. In competitive solicitations, these categories shall receive bonus percentages/points ranging from 2.5% - 5% for a maximum bonus total of 12.5% in a bid scoring process:
 - 3.1.1 **Businesses within Service Territory:** EBCE desires to support business within its service territory. Businesses with office(s) located in EBCE's service territory and businesses that have at least 25% of their workforce who reside in EBCE's service territory shall receive a bonus equal to 5% or 5 points out of a 100-point scoring system in competitive solicitations.
 - 3.1.2 **Union Labor:** EBCE desires to support the use of union labor where possible. EBCE shall make its best effort to work with unionized contractors and subcontractors in the provision of goods and services to EBCE. Businesses who use union labor and/or unionized contractors shall receive a bonus equal to 2.5% or 2.5 points out of a 100-point scoring system in competitive solicitations.
 - 3.1.3 **Disabled Veteran Business Enterprises:** EBCE desires to support Disabled Veteran Business Enterprises (DVBEs). Businesses that are registered with the California Department of General Services as a DVBE shall receive a bonus equal to 2.5% or 2.5 points out of a 100-point scoring system in competitive solicitations.

3.1.4 Disadvantaged Communities: EBCE desires to support businesses located in a Disadvantaged Community (DAC) as identified by the California Environmental Protection Agency's (CalEPA) CalEnviroScreen Tool. Businesses with a primary office (i.e. where work is primarily conducted for EBCE) located in a DAC, as determined by the latest version of the Tool at the time, shall receive a bonus equal to 2.5% or 2.5 points out of a 100-point scoring system in competitive solicitations.

3.2. EBCE is committed to the highest standards of responsible behavior and integrity in all of its business relationships. EBCE will consider a company's business practices, environmental track record, and commitment to fair employment practices and compensation in its procurement decisions.

3.3. Award of Contract. EBCE shall award the contract to purchase goods or services to the lowest responsible bidder, unless such an award would be prohibited by California law.

V. PROFESSIONAL SERVICES PROCUREMENT

1. Procurement Method

1.1. Table 3 indicates the appropriate procurement method for the purchase of Professional Services of certain dollar amounts.

1.2. Nothing in this section prohibits the use of a more stringent procurement method than the one indicated by Table 3. At his or her discretion, the CEO may direct that an agreement for Professional Services is awarded through the Formal Bidding Procedures described herein.

Table 3

PROCUREMENT METHOD	DOLLAR AMOUNT per FISCAL YEAR	ADDITIONAL REQUIREMENTS
Solicit 3 written quotes; may be in electronic format	\$50,000 and above	Proposal must include provider's name, address, phone number, professional license number, if applicable
Solicit 3 verbal quotes	\$10,000 - \$49,999.99	Staff shall note quotes by including the providers' name, address, phone number and amount of the verbal proposal in EBCE's records
No solicitation is necessary	\$0 - \$10,000	Seek the lowest price for the highest quality

2. Signing Authority

2.1. Table 4 indicates the appropriate signing authority for an agreement for Professional Services of certain dollar amounts.

2.2. Nothing in this section prohibits EBCE staff from seeking approval of a more senior signing authority than is permitted by this policy.

Table 4

SIGNING AUTHORITY	DOLLAR AMOUNT	CONTRACT TYPE
Board Approval	> \$100,000 per fiscal year	All contracts
Chief Executive Officer, or his/her designee	\$0 - \$100,000 per fiscal year	All contracts
General Counsel	\$0-\$50,000 per fiscal year	All contracts related to the activities or functions of the Office of the General Counsel
Chief Operating Officer	\$0-\$25,000 per fiscal year	All contracts related to the activities or functions of the Office of the COO
Senior Director or Vice President	\$0-\$10,000 per fiscal year	All contracts whose object or purpose is related to the activities or functions of that Senior Director or Vice President
Director	\$0-\$5,000 per fiscal year	All contracts whose object or purpose is related to the activities or functions of that Director

VI. SOLE SOURCE PROCUREMENT

1. Under some circumstances, EBCE competitive solicitation requirements may be dispensed with when the goods or services are only available from one source either because the brand or trade name article, goods, or product or proprietary service is the only one which will properly meet the needs of the EBCE or the item or service is unique and available only from a sole source.
2. Sole source purchasing, whereby the procurement methods identified in Tables 1-4 are not required, is authorized when the goods or services contemplated are only able to be performed by a sole provider, such as the holder of an exclusive patent or franchise, for the purchase of unique or innovative goods or services including but not limited to computer software and technology, or for purchases of goods or services when there is a demonstrated need for compatibility with an existing item or service used by EBCE.
3. A sole source may be designated when it is apparent that a needed product or service is uniquely available from the source, or for all practical purposes, it is justifiably in the best interest of EBCE.
4. The following factors are not sufficient to justify a sole source procurement:
 - 4.1. Personal preference for product or vendor
 - 4.2. Cost
 - 4.3. Vendor performance
 - 4.4. Local service (this may be considered an award factor in competitive bidding)
 - 4.5. Features that exceed the minimum requirements for the goods or services

VI. EMERGENCY PROCUREMENT

1. In the event of an emergency, the CEO may suspend the normal purchasing and procurement requirements for goods and services related to abatement of the impacts or effects of the emergency.
2. An emergency is deemed to exist in the following circumstances:
 - 2.1. There is an unexpected occurrence requiring immediate action to prevent or mitigate the loss or impairment of life, health, property, or essential public services, including the provision of energy or power to EBCE customers; or
 - 2.2. There is immediate need to prepare for national or local defense; or
 - 2.3. There is a breakdown in infrastructure or an essential service which requires the immediate purchase of supplies or contractual services to protect the public health, or safety or property; or
 - 2.4. A local emergency or disaster has been declared.

VII. COOPERATIVE PURCHASING

1. The procurement methods identified in Table 1 -4 shall not be required when the contract for goods or services will be provided by another governmental agency.
2. EBCE may adopt another governmental agency's agreement with a contractor ("Piggyback Agreement") as its own without adhering to the procurement methods identified in Table 1-4 if that Piggyback Agreement is the product of the respective governmental agency's formal competitive solicitation process, provided that that agency's procurement is not in conflict with California law.

VIII. PUBLIC PROJECTS

1. Uniform Public Construction Cost Accounting Act. EBCE adheres to the alternative bidding procedures provided by the Uniform Public Construction Cost Accounting Act, California Public Contract Code section 22000 et seq. (UPCCAA) Public projects (as defined in Section 22002 of the California Public Contract Code) that do not exceed the dollar limits in Section 22032(b) of the Public Contract Code (as such limits currently exist or may subsequently be amended), may be let to contract by informal procedures as set forth in the UPCCAA.
2. At the time of the adoption of this Policy, the UPCCAA applied to the following types of projects:
 - 2.1. Public projects include construction, reconstruction, erection, alteration, renovation, improvement, demolition, and repair work involving any publicly owned, leased, or operated facility. This includes painting or repainting of any publicly owned, leased, or operated facility.

- 2.2. Public projects up to \$60,000 may be performed by EBCE employees, by negotiated contract, or by purchase order pursuant to the UPCCAA.
- 2.3. Public projects up to \$200,000 may be contracted using informal procedures as set forth in the UPCCAA.
3. Pre-Qualified List. A list of contractors may be developed and maintained in accordance with the provisions of Section 22034 of the Public Contract Code and criteria promulgated from time to time by the California Uniform Construction Cost Accounting Commission (CUCCAC).
4. Notice.
 - 4.1. Where a public project is to be performed, a notice inviting informal bids shall be mailed, faxed, or emailed not less than ten (10) days before bids are due to all contractors for the category of work to be bid as shown on the Pre-Qualified list developed in accordance with this Section IV, and to all construction trade journals as specified by the CUCCAC in accordance with Section 22036 of the Public Contract Code. Additional contractors and/or construction trade journals may be notified at the discretion of the department soliciting bids, provided, however; if there is no list of qualified contractors maintained by EBCE for the particular category of work to be performed, the notice inviting bids shall be sent only to the construction trade journals specified by the CUCCAC.
 - 4.2. The notice inviting informal bids shall describe the project in general terms and how to obtain more detailed information about the project and state the time and place for the submission of bids.
5. Award of Contract. The CEO and his or her designee is authorized to award public project contracts, subject to the signing authority permitted by Table 5. Nothing in this section prohibits EBCE staff from seeking approval of a more senior signing authority than is permitted by this policy.

Table 5

SIGNING AUTHORITY	DOLLAR AMOUNT
Executive Committee of the Board of Directors or Board of Directors Approval	> \$100,000 per fiscal year
Chief Executive Officer, or his/her designee	\$0 - \$100,000 per fiscal year
General Counsel	\$0-\$50,000 per fiscal year
Chief Operating Officer	\$0-\$25,000 per fiscal year
Senior Director or Vice President	\$0-\$10,000 per fiscal year
Director	\$0-\$5,000 per fiscal year

IX. PROCUREMENT OF POWER

1. EBCE must secure sufficient power resources and energy attributes to serve its customers, comply with State law and meet EBCE's and its member agencies' goals. The Board shall approve the form of all master power purchase agreements. The signing authority in Section 4 shall not apply to power and energy attribute procurement. The following EBCE staff shall be authorized to enter into power purchase agreements and other agreements to secure power and energy attributes providing such agreements are in substantially the same form as the Board-approved master power purchase agreements, and that all transactions and agreements are in strict compliance with EBCE's Risk Management Policy:
 - 1.1. The CEO is authorized to enter into agreements in accordance to the approved Risk Management Policy.
 - 1.2. The COO is authorized to enter into agreements in accordance to the approved Risk Management Policy, provided that transactions shall not be over two years in duration and \$10,000,000 in total compensation.
 - 1.3. The Director of Power Resources is authorized to enter into agreements in accordance to the approved Risk Management Policy, provided that transactions shall not be over one year in duration and not be over \$2,000,000 in compensation.
 - 1.4. With dual signatures, the COO and Director of Power Resources are authorized to enter into agreements with equivalent authority as the CEO in accordance with the approved Risk Management Policy.

X. MISCELLANEOUS

1. The following signing authorities shall apply, after review and approval of the named agreements by the General Counsel, or his/her designee, except where in conflict with the Joint Powers Agreement, state or federal law:
 - 1.1. Non-Disclosure Agreements – Director level and above,
 - 1.2. Banking and Treasury Administration – COO level and above, and
 - 1.3. Release of Liability and Indemnification – Director level and above.



Policy Number 1.67

~~May 20, 2020-~~
~~December 15, 2021~~
Agenda Item # ~~XX~~

Resolution Number R-2021-XX

I. PURPOSE

It is in the interest of East Bay Community Energy (“EBCE”) to establish administrative procurement practices that facilitate efficient business operations and provide fair compensation and local workforce opportunities whenever possible within a framework of high quality, competitive service offerings.

II. TYPES OF CONTRACTS

1. Contracts for Goods and Non-Professional Services. As used in this policy, “General Contractual Services” means:
 - 1.1. Any and all supplies, articles, equipment, or personal property furnished to or used by an organizational unit of EBCE; and
 - 1.2. Most types of services, excluding professional services as defined below, under which the contractor provides services which are required by EBCE, but not furnished by the EBCE’s own employees.
2. Contracts for Professional Services. As used in this policy, “Professional Services” means:
 - 2.1. The services of attorneys, physicians, architects, engineers, consultants, auditors, or other individuals or organizations possessing a high degree of professional, unique specialized technical skill or expertise, not always adaptable to competitive bidding. Professional Services are not considered General Contractual Services for the purpose of these procurement procedures.
3. Power Procurement Contracts
 - 3.1. Contracts for energy (also known as Power Purchase Agreements or PPAs) or energy related products shall be subject to the requirements and signing authorities set out in Section IX of this Policy.
4. All Contracts
 - 4.1. When procuring goods and services utilizing federal funds (e.g. grant funds), EBCE shall comply with all federal project requirements.

- 4.2. No EBCE employee, official, or director shall split purchases into more than one purchase in order to avoid the procurement requirements in this policy. Splitting purchases does not allow for a competitive marketplace, increases administrative workflow, and may create ethical issues.
 - 4.3. No EBCE employee, officer, or Director shall accept, directly or indirectly, any gift, rebate, money or anything else of value from any person or entity if such gift, rebate, money or anything of value is intended to reward or be an inducement for conducting business, placing orders with, or otherwise using the employee's position to secure an agreement with EBCE.
 - 4.4. Prior to signing any agreement for General Contractual Services or Professional Services, the individual signing shall ensure all of the following:
 - 4.4.1. The contract compensation has been budgeted for in the current EBCE budget;
 - 4.4.2. That adequate funds have been appropriated by the Board;
 - 4.4.3. That such funds are unexpended and unencumbered sufficient to pay the expense of the contract; and
 - 4.4.4. That any agreement for General Contractual Services or Professional Services for an amount of \$5,000 or more in one calendar year has been approved as to form and content by the General Counsel or his/her designee.
 - 4.5. EBCE shall report on all new contracts, regardless of scope or contract value, at each Board meeting. Unless subject to the attorney client privilege or some other legal protection, as a public agency, EBCE shall release all public records, including contracts, as required by the Public Records Act.
 - 4.6. Agreements with existing vendors may be amended and/or extended to allow for the continuation of services for no more than a total term of five (5) years. Such amendments/extensions are subject to the applicable signing authority identified in Tables 1-4 based on the total dollar amount of the agreement.
 - 4.7. The CEO may suspend the requirements of Section III (General Contractual Services Procurement) or Section V (Professional Services Procurement) for any agreement. Furthermore, the COO may suspend the requirements of Section III or Section V for any agreement they would otherwise have the authority to sign. However, all agreements for which the required procurement procedures have been suspended pursuant to this Section II. 4.7 must be approved by the Chair and Vice Chair of the Board of Directors and must comply with signing authority restrictions identified in Section III, Table 2, and Section V, Table 4.
5. Promotional Items and Bulk Purchases
 - 5.1. The purchase of office supplies, promotional items, and similarly low risk goods bought in bulk online or otherwise are subject to the relevant procurement methods identified in Section III, but do not require a Consulting Services Agreement or other agreement.

III. GENERAL CONTRACTUAL SERVICES PROCUREMENT

1. Procurement Method

1.1. Table 1 indicates the appropriate procurement method for the purchase of General Contractual Services of certain dollar amounts.

1.2. Nothing in this section prohibits the use of a more stringent procurement method than the one indicated by Table 1. At his or her discretion, the CEO may direct that an agreement for General Contractual Services is awarded through the Formal Bidding Procedures described herein.

Table 1

PROCUREMENT METHOD	DOLLAR AMOUNT per FISCAL YEAR	ADDITIONAL REQUIREMENTS
Formal Bidding Procedure	> \$100,000	RFP/RFQ
Solicit 3 written quotes; may be in electronic format	\$50,000 - \$100,000	Quotes must include provider's name, address, phone number, professional license number, if applicable
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No solicitation necessary	< \$10,000	Seek the lowest price for the highest quality
Purchase Order Can Be Used	<\$5,000	Contracts for goods or low-risk off- site services only

2. Signing Authority

2.1. Table 2 indicates the appropriate signing authority for the purchase of General Contractual Services of certain dollar amounts.

2.2. Nothing in this section prohibits EBCE staff from seeking approval of a more senior signing authority than is permitted by this policy.

Table 2

SIGNING AUTHORITY	DOLLAR AMOUNT	CONTRACT TYPE
Board Approval	> \$100,000	All contracts
Chief Executive Officer, or his/her designee	\$0 - \$100,000	All contracts
General Counsel	\$0-\$50,000	All contracts related to the activities or functions of the Office of the General Counsel
Chief Operating Officer	\$0-\$25,000	All contracts related to the activities or functions of the Office of the COO

Senior Director or Vice President	\$0-\$10,000	All contracts whose object or purpose is related to the activities or functions of that Senior Director or Vice President
Director	\$0-\$5,000	All contracts whose object or purpose is related to the activities or functions of that Director

IV. FORMAL BIDDING PROCEDURES

Except as otherwise specifically directed in writing by the CEO, agreements for the purchase of General Contractual Services for a total amount that exceeds \$100,000 per fiscal year shall be procured as follows:

1. **Formal Bid Invitations.** Invitations to participate in the Request for Proposal/Request for Qualifications process shall include a general description of the supplies or services sought by EBCE, and shall specify the time, place and date for opening bids.
2. **Evaluation.** Bids and proposals received through a competitive solicitation shall be subject to a set of criteria and a scoring system, reviewed and evaluated by relevant EBCE staff and an evaluation committee selected by the relevant staff, CEO, COO or General Counsel, or at the discretion of the Board, members of a designated Board subcommittee.
3. **Lowest Responsible Bidder.** "Lowest responsible bidder" as used in this policy shall mean that bidder who best responds in price, quality, service, fitness, or capacity to the particular requirements of EBCE. Price alone shall not be the determining factor but shall be considered along with other factors, including but not limited to the following:
 - 3.1. EBCE seeks to support companies and contractors that reflect its values and has identified ~~two~~four vendor/contractor categories that shall be given special consideration during bid evaluation and selection. In competitive solicitations, these categories shall receive bonus percentages/points ranging from 2.5% - 5% for a maximum bonus total of ~~40~~12.5% in a bid scoring process:
 - 3.1.1 **Businesses within Service Territory:** EBCE desires to support business within its service territory. Businesses with office(s) located in EBCE's service territory and businesses that have at least 25% of their workforce who reside in EBCE's service territory shall receive a bonus equal to 5% or 5 points out of a 100-point scoring system in competitive solicitations.
 - 3.1.2 **Union Labor:** EBCE desires to support the use of union labor where possible. EBCE shall make its best effort to work with unionized contractors and subcontractors in the provision of goods and services to EBCE. Businesses who use union labor and/or unionized contractors shall receive a bonus equal to 2.5% or 2.5 points out of a 100-point scoring system in competitive solicitations.

3.1.3 Disabled Veteran Business Enterprises: EBCE desires to support Disabled Veteran Business Enterprises (DVBEs). Businesses that are registered with the California Department of General Services as a DVBE shall receive a bonus equal to 2.5% or 2.5 points out of a 100-point scoring system in competitive solicitations.

3.1.4 Disadvantaged Communities: EBCE desires to support businesses located in a Disadvantaged Community (DAC) as identified by the California Environmental Protection Agency's (CalEPA) CalEnviroScreen Tool. Businesses with a primary office (i.e. where work is primarily conducted for EBCE) located in a DAC, as determined by the latest version of the Tool at the time, shall receive a bonus equal to 2.5% or 2.5 points out of a 100-point scoring system in competitive solicitations.

- 3.2. EBCE is committed to the highest standards of responsible behavior and integrity in all of its business relationships. EBCE will consider a company's business practices, environmental track record, and commitment to fair employment practices and compensation in its procurement decisions.
- 3.3. Award of Contract. EBCE shall award the contract to purchase goods or services to the lowest responsible bidder, unless such an award would be prohibited by California law.

V. PROFESSIONAL SERVICES PROCUREMENT

1. Procurement Method

- 1.1. Table 3 indicates the appropriate procurement method for the purchase of Professional Services of certain dollar amounts.
- 1.2. Nothing in this section prohibits the use of a more stringent procurement method than the one indicated by Table 3. At his or her discretion, the CEO may direct that an agreement for Professional Services is awarded through the Formal Bidding Procedures described herein.

Table 3

PROCUREMENT METHOD	DOLLAR AMOUNT per FISCAL YEAR	ADDITIONAL REQUIREMENTS
Solicit 3 written quotes; may be in electronic format	\$50,000 and above	Proposal must include provider's name, address, phone number, professional license number, if applicable
Solicit 3 verbal quotes	\$10,000 - \$49,999.99	Staff shall note quotes by including the providers' name, address, phone number and amount of the verbal proposal in EBCE's records
No solicitation is necessary	\$0 - \$10,000	Seek the lowest price for the highest quality

2. Signing Authority

- 2.1. Table 4 indicates the appropriate signing authority for an agreement for Professional Services of certain dollar amounts.
- 2.2. Nothing in this section prohibits EBCE staff from seeking approval of a more senior signing authority than is permitted by this policy.

Table 4

SIGNING AUTHORITY	DOLLAR AMOUNT	CONTRACT TYPE
Board Approval	> \$100,000 per fiscal year	All contracts
Chief Executive Officer, or his/her designee	\$0 - \$100,000 per fiscal year	All contracts
General Counsel	\$0-\$50,000 per fiscal year	All contracts related to the activities or functions of the Office of the General Counsel
Chief Operating Officer	\$0-\$25,000 per fiscal year	All contracts related to the activities or functions of the Office of the COO
Senior Director or Vice President	\$0-\$10,000 per fiscal year	All contracts whose object or purpose is related to the activities or functions of that Senior Director or Vice President
Director	\$0-\$5,000 per fiscal year	All contracts whose object or purpose is related to the activities or functions of that Director

VI. SOLE SOURCE PROCUREMENT

1. Under some circumstances, EBCE competitive solicitation requirements may be dispensed with when the goods or services are only available from one source either because the brand or trade name article, goods, or product or proprietary service is the only one which will properly meet the needs of the EBCE or the item or service is unique and available only from a sole source.
2. Sole source purchasing, whereby the procurement methods identified in Tables 1-4 are not required, is authorized when the goods or services contemplated are only able to be performed by a sole provider, such as the holder of an exclusive patent or franchise, for the purchase of unique or innovative goods or services including but not limited to computer software and technology, or for purchases of goods or services when there is a demonstrated need for compatibility with an existing item or service used by EBCE.
3. A sole source may be designated when it is apparent that a needed product or service is uniquely available from the source, or for all practical purposes, it is justifiably in the best interest of EBCE.
4. The following factors are not sufficient to justify a sole source procurement:
 - 4.1. Personal preference for product or vendor
 - 4.2. Cost
 - 4.3. Vendor performance
 - 4.4. Local service (this may be considered an award factor in competitive bidding)
 - 4.5. Features that exceed the minimum requirements for the goods or services

VI. EMERGENCY PROCUREMENT

1. In the event of an emergency, the CEO may suspend the normal purchasing and procurement requirements for goods and services related to abatement of the impacts or effects of the emergency.
2. An emergency is deemed to exist in the following circumstances:
 - 2.1. There is an unexpected occurrence requiring immediate action to prevent or mitigate the loss or impairment of life, health, property, or essential public services, including the provision of energy or power to EBCE customers; or
 - 2.2. There is immediate need to prepare for national or local defense; or
 - 2.3. There is a breakdown in infrastructure or an essential service which requires the immediate purchase of supplies or contractual services to protect the public health, or safety or property; or
 - 2.4. A local emergency or disaster has been declared.

VII. COOPERATIVE PURCHASING

1. The procurement methods identified in Table 1 -4 shall not be required when the contract for goods or services will be provided by another governmental agency.
2. EBCE may adopt another governmental agency's agreement with a contractor ("Piggyback Agreement") as its own without adhering to the procurement methods identified in Table 1-4 if that Piggyback Agreement is the product of the respective governmental agency's formal competitive solicitation process, provided that that agency's procurement is not in conflict with California law.

VIII. PUBLIC PROJECTS

1. Uniform Public Construction Cost Accounting Act. EBCE adheres to the alternative bidding procedures provided by the Uniform Public Construction Cost Accounting Act, California Public Contract Code section 22000 et seq. (UPCCAA) Public projects (as defined in Section 22002 of the California Public Contract Code) that do not exceed the dollar limits in Section 22032(b) of the Public Contract Code (as such limits currently exist or may subsequently be amended), may be let to contract by informal procedures as set forth in the UPCCAA.
2. At the time of the adoption of this Policy, the UPCCAA applied to the following types of projects:
 - 2.1. Public projects include construction, reconstruction, erection, alteration, renovation, improvement, demolition, and repair work involving any publicly owned, leased, or operated facility. This includes painting or repainting of any publicly owned, leased, or operated facility.

- 2.2. Public projects up to \$60,000 may be performed by EBCE employees, by negotiated contract, or by purchase order pursuant to the UPCCAA.
- 2.3. Public projects up to \$200,000 may be contracted using informal procedures as set forth in the UPCCAA.
3. Pre-Qualified List. A list of contractors may be developed and maintained in accordance with the provisions of Section 22034 of the Public Contract Code and criteria promulgated from time to time by the California Uniform Construction Cost Accounting Commission (CUCCAC).
4. Notice.
 - 4.1. Where a public project is to be performed, a notice inviting informal bids shall be mailed, faxed, or emailed not less than ten (10) days before bids are due to all contractors for the category of work to be bid as shown on the Pre-Qualified list developed in accordance with this Section IV, and to all construction trade journals as specified by the CUCCAC in accordance with Section 22036 of the Public Contract Code. Additional contractors and/or construction trade journals may be notified at the discretion of the department soliciting bids, provided, however; if there is no list of qualified contractors maintained by EBCE for the particular category of work to be performed, the notice inviting bids shall be sent only to the construction trade journals specified by the CUCCAC.
 - 4.2. The notice inviting informal bids shall describe the project in general terms and how to obtain more detailed information about the project and state the time and place for the submission of bids.
5. Award of Contract. The CEO and his or her designee is authorized to award public project contracts, subject to the signing authority permitted by Table 5. Nothing in this section prohibits EBCE staff from seeking approval of a more senior signing authority than is permitted by this policy.

Table 5

SIGNING AUTHORITY	DOLLAR AMOUNT
Executive Committee of the Board of Directors or Board of Directors Approval	> \$100,000 per fiscal year
Chief Executive Officer, or his/her designee	\$0 - \$100,000 per fiscal year
General Counsel	\$0-\$50,000 per fiscal year
Chief Operating Officer	\$0-\$25,000 per fiscal year
Senior Director or Vice President	\$0-\$10,000 per fiscal year
Director	\$0-\$5,000 per fiscal year

IX. PROCUREMENT OF POWER

1. EBCE must secure sufficient power resources and energy attributes to serve its customers, comply with State law and meet EBCE's and its member agencies' goals. The Board shall approve the form of all master power purchase agreements. The signing authority in Section 4 shall not apply to power and energy attribute procurement. The following EBCE staff shall be authorized to enter into power purchase agreements and other agreements to secure power and energy attributes providing such agreements are in substantially the same form as the Board-approved master power purchase agreements, and that all transactions and agreements are in strict compliance with EBCE's Risk Management Policy:
 - 1.1. The CEO is authorized to enter into agreements in accordance to the approved Risk Management Policy.
 - 1.2. The COO is authorized to enter into agreements in accordance to the approved Risk Management Policy, provided that transactions shall not be over two years in duration and \$10,000,000 in total compensation.
 - 1.3. The Director of Power Resources is authorized to enter into agreements in accordance to the approved Risk Management Policy, provided that transactions shall not be over one year in duration and not be over \$2,000,000 in compensation.
 - 1.4. With dual signatures, the COO and Director of Power Resources are authorized to enter into agreements with equivalent authority as the CEO in accordance with the approved Risk Management Policy.

X. MISCELLANEOUS

1. The following signing authorities shall apply, after review and approval of the named agreements by the General Counsel, or his/her designee, except where in conflict with the Joint Powers Agreement, state or federal law:
 - 1.1. Non-Disclosure Agreements – Director level and above,
 - 1.2. Banking and Treasury Administration – COO level and above, and
 - 1.3. Release of Liability and Indemnification – Director level and above.

Local Programs Grants

CAC MEETING

DECEMBER 2021



CAC Agenda Packet 12-13-2021
Page 26



Agenda Item: C5
Page 1

EBCE Budget Approval Process

Annual Budget Cycle

- EBCE has an annual budget process
- Fiscal Year from July 1 - June 30
- Budget development ~April - June with BOD approval during the June meeting
- BOD can make adjustments during the year

Community Innovation Grants

- The FY'20 (2019-2020) budget included funding for Community Innovation Grants
- Funding for Community Innovation Grants was not included in the FY'22 ('21-'22) budget

2019 Community Innovation Grants

- Issued in 2019
- Completed 6 grants @\$40k per Community Based Organization
- Projects delivered:
 - Local Solar projects or plans
 - Workforce development and low income energy efficiency
 - Multi-Unit Housing EV charging opportunities

PEOPLE POWER
SOLAR COOPERATIVE



Workforce Development Grants

- EBCE secured funding from Renewable Project Developers to support Local Programs
- Used funding to issue \$100k in 3 grants to local Workforce Development organizations
- Grid Alternatives, Cypress Mandela and EBCE are collaborating with Resilient Home partner Sunrun to hire trainees



COVID-19 Grants

- In response to COVID-19 and the immediate impact to communities and customers EBCE allocated funding to a variety of community partners and organizations that could support people in need
 - Grants totaling \$2.2M were issued
 - \$1.1M proportionally allocated for Cities to distribute through local channels
 - \$175k for food banks and food aid programs
 - \$649k to local community based organizations
 - \$245k to medical and healthcare organizations
- These grants have been in addition to other programs like flexible bill repayment options, suspending collections or returning non-paying customers to PG&E and our Connected Communities Program

2022 AMP/CARE outreach grant

- EBCE Connected Communities budget included grant funding to partner with Community Based Organizations for program enrollment assistance
- Recently issued Community Outreach Grant
 - <https://ebce.org/2022-community-outreach-grants/>
 - \$150k total budget for grants up to \$30k
- Focus areas
 - AMP outreach
 - CARE/FERA outreach
 - Medical Baseline
 - EBCE bill literacy
- Rolling enrollment through Feb 25, 2022

Brilliant 100 Sunset and Renewable 100 January Transitions



Overview

Focus on cities transitioning service plans in January

CITY	INITIAL DEFAULT SERVICE	2022 DEFAULT SERVICE	TRANSITION DETAILS
Albany***	Residential: Brilliant 100 Commercial: Brilliant 100	Renewable 100 – January 2022* Renewable 100 – January 2022	www.ebce.org/albany
Dublin	Residential: Bright Choice Commercial: Bright Choice	Renewable 100 – January 2022* Bright Choice – January 2022	www.ebce.org/dublin
Hayward***	Residential: Brilliant 100* Commercial: Brilliant 100	Renewable 100 – January 2022* Renewable 100 – January 2022	www.ebce.org/hayward
Pleasanton***	Residential: Brilliant 100* Commercial: Brilliant 100	Renewable 100 – January 2022* Renewable 100 – January 2022	www.ebce.org/pleasanton

* Excludes customers on CARE, FERA, and/or Medical Baseline, who were defaulted to Bright Choice

*** Customers who selected Bright Choice will remain on this service at the time of the 2022 default service transition

Overview of Preparation for January Transition

- Updated functionality of web forms & automated telephone system messages
- Created individual city landing pages and summary page
- Developed content for newsletters, social media posts, and press release
- Refreshed website copy and Terms & Conditions

CITIES GOING GREEN

Transitioning to renewable energy

Albany, Berkeley, Dublin, Hayward, Pleasanton, and San Leandro have taken the bold action of transitioning customers in their jurisdiction onto 100% renewable energy service in 2022

[READ MORE ABOUT THE TRANSITION ►](#)

Advertising

Print

- Running weekly for 8 weeks in December and January in:
 - East Bay Times - Hayward edition
 - Pleasanton Weekly
 - The Independent

Digital

- Running throughout December and January
- English, Spanish, and Chinese versions

Congratulations Hayward, Pleasanton, Albany, and Dublin for transitioning to **100% solar + wind energy in January '22**



Events

Where	What	When
Albany/Berkeley	Solano Ave Winter Stroll	December 11
Dublin	Tree Lighting	December 2
Dublin	Breakfast with Santa	December 4
Hayward	Black Business Roundtable	December 10
Hayward	Latinx Business Roundtable	December 17
Hayward	Hayward Youth Commission	December 18
Hayward	Chabot College Flea Market	December 18
Hayward	Hayward Farmers' Market	January 8
Pleasanton	Chamber of Commerce	December 8

Webinars

Upcoming Events

Renewable 100
Transition Webinar.
Committing to
Renewable Energy!
(Residential)

December 8, 2021
4:00pm

[DETAILS ▶](#)

Seminario sobre la
transición al plan
Renewable 100.
¡Compromiso con la
energía renovable!

December 9, 2021
4:00pm

[DETAILS ▶](#)

Renewable 100
Transition Webinar.
Committing to
Renewable Energy!
(Commercial)

December 10, 2021
11:00am

[DETAILS ▶](#)

Renewable 100 过渡计划
网络研讨会。致力于
可再生能源的利用!

December 10, 2021
4:00pm

[DETAILS ▶](#)

Renewable 100
Transition Webinar.
Committing to
Renewable Energy!
(Residential)

December 20, 2021
4:00pm

[DETAILS ▶](#)

Renewable 100
Transition Webinar.
Committing to
Renewable Energy!
(Commercial)

December 21, 2021
12:30pm

[DETAILS ▶](#)

Renewable 100
Transition Webinar.
Committing to
Renewable Energy!
(Residential)

January 24, 2022
4:00pm

[DETAILS ▶](#)

Renewable 100
Transition Webinar.
Committing to
Renewable Energy!
(Commercial)

January 18, 2022
12:30pm

[DETAILS ▶](#)

Seminario sobre la
transición al plan
Renewable 100.
¡Compromiso con la
energía renovable!

January 20, 2022
4:00pm

[DETAILS ▶](#)

<https://ebce.org/news-and-events/>

First Notice

Format	Drop Date	City	Count
Hard Copy	11/29/21	Albany	6,500
	11/30/21	Dublin	22,700
	12/1/21	Pleasanton	24,000
	12/2/21	Hayward #1	25,000
	12/3/21	EBCE + Hayward #2	16,200
Email	12/6/2021	Albany	5,000
	12/7/2021	Dublin, batch 1	10,000
	12/8/2021	Dublin, batch 2	10,000
	12/9/2021	Pleasanton, batch 1	10,000
	12/13/2021	Pleasanton, batch 2	10,000
	12/14/2021	Hayward #1, batch 1	9,000
	12/15/2021	Hayward #1, batch 2	9,000
	12/16/2021	Hayward #2	6,000
	12/17/2021	EBCE general	6,000

- Content of hard copy letter provided in English, Spanish, and Chinese
- Email has translation links for Spanish, Chinese, Vietnamese, and Hindi



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MAKING A DIFFERENCE, TOGETHER

Electricity Accounts Will Transition to 100% Renewable Energy in January 2022

To help achieve its Climate Action and Adaptation Plan goals, the City of Albany receives its electricity from East Bay Community Energy (EBCE), a local energy provider supplying greener electricity to the East Bay community. In January 2022, Albany residents and businesses will default to 100% renewable energy available through EBCE.

In June 2021, the Albany City Council voted to set the default electricity option for Albany customers to EBCE's Renewable 100 service starting in January 2022. Renewable 100 service is sourced from California wind and solar facilities including EBCE's new 57.5 megawatt wind farm in Livermore, and costs an additional 1 cent per kilowatt-hour above PG&E rates—that's about \$5 more per month for a typical home. Monthly costs vary more widely for businesses based on the amount of power used.

EBCE also offers their Bright Choice service, which is priced 1% below PG&E rates and contains approximately 5% more renewable energy than PG&E.

Customers who prefer to power their home or business with Bright Choice are welcome to do so by visiting ebce.org/albany and clicking on "Choose Bright Choice," or by calling 1-833-699-EBCE (3223) during business hours (9AM-5PM on weekdays). Take action by December 22 if you prefer to avoid automatic enrollment in Renewable 100.

Customers who participate in CARE, FERA, and Medical Baseline programs will default to Bright Choice service automatically, but can still choose Renewable 100. Customers can change their EBCE service or return to PG&E service anytime.

EBCE will be hosting a series of webinars to review the basics about their service, and to answer any questions. Details are available at ebce.org/albany.

Important information about
your electricity rates enclosed



<<Return to Table of Contents>>
<<Back to Home>>
<<Address Line 1>>
<<City State ZIP Code>>

The East Bay's Public Power Agency

Contact us
1-833-699-EBCE (3223)
customer-support@ebce.org

Visit and follow us
ebce.org
@eastbayebce

Electricity Accounts Will Transition to 100% Renewable Energy in January 2022.

To help achieve its Climate Action Plan goals, the City of Hayward receives its electricity from East Bay Community Energy (EBCE), a local energy provider supplying greener electricity to the East Bay community. In 2022, Hayward residents and businesses will transition to 100% renewable energy available through EBCE.

In June 2021, the Hayward City Council voted to set the default electricity option for Hayward and return to EBCE's Renewable 100 service starting in January 2022. Renewable 100 service is sourced from California wind and solar facilities including EBCE's new 57.5 megawatt wind farm in Livermore, and costs an additional 1 cent per kilowatt-hour above PG&E rates—that's about \$5 to \$7 more per month for a typical home and varies more widely for businesses based on amount of power used.

EBCE also offers their Bright Choice service, which is priced 1% below PG&E rates and is approximately 5% more renewable energy than PG&E. Customers who prefer to power their home or business with Bright Choice are welcome to do so by visiting ebce.org/albany and clicking on "Choose Bright Choice," or by calling 1-833-699-EBCE (3223) during business hours (9AM-5PM on weekdays). Please take action by December 22 if you wish to avoid automatic enrollment in Renewable 100. Customers can change their EBCE service or return to PG&E service anytime.

Discount Programs: Customers on income-related and Medical Baseline discount programs will automatically remain on Bright Choice service, but can still choose Renewable 100. To learn if you are eligible for discount programs, visit ebce.org/feras.

To learn more about your electric service choices, please visit ebce.org/consume_plant_residential or ebce.org/consume_plant_business. Customers can also contact EBCE's call center at 1-833-699-EBCE (3223) during business hours (9AM-5PM on weekdays).

EBCE will be hosting a series of webinars to review the basics about their service, and to answer any questions. Details are available at ebce.org/albany.



Commercial Outreach

- **One-on-one outreach** to largest (by electric load) 25 customers overall and top 5-10 per city, if not already identified by top 25
- **Personalized email** sent to all commercial customers sent week of 11/15 with an invitation to the 12/10 webinar (4,775 total)
- Posts regarding my transition and upcoming webinars in November
Chamber of Commerce newsletters to Pleasanton, Pleasanton Hacienda, Albany, Dublin Chamber of Commerce, Hayward, and East Bay Economic Development Alliance
 - All other community chambers shared a message about **Brilliant 100 sunset**



The East Bay is leading the transition to cleaner power.

[Home](#) | [Tiếng Việt](#) | [Español](#) | [中文](#)

November 2021

Hello **<customer name>**,

Please read this message for important information from the City of **<customer city>** and East Bay Community Energy, your local electricity supplier, regarding your business' electricity accounts in **<customer city>**.

The City of **<customer city>** is switching businesses and residents to 100% renewable energy through East Bay Community Energy's (EBCE's) Renewable 100 service plan. Choosing Renewable 100 is one way your city is working to reduce carbon emissions and help in the fight against climate change.

This change will take effect in January 2022, displaying on your February 2022 energy bill.

YOUR OPTIONS:

1. EBCE's **Renewable 100** service is sourced from 100% California wind and solar renewable energy and is \$0.01/kWh more than PG&E's standard generation rate.
2. EBCE's **Bright Choice** service is set to be 5% more renewable than PG&E's renewables target and costs 1% less than PG&E's standard generation rate.
3. Customers are eligible to leave EBCE's generation service and receive PG&E's generation service. PG&E's standard generation rate is 1% more expensive than EBCE's Bright Choice.

To learn more, please join our **business-focused webinar on this transition on Thursday, December 10 at 11:00 AM**. Click [here](#) to register. The webinar will be recorded and available online for those who are unable to attend.

Customers may choose Bright Choice or Renewable 100 today by filling out the necessary information through the link below or by contacting EBCE. If you take no action, your account will shift to Renewable 100. For more information about EBCE or for an annual cost estimate for Renewable 100 or Bright Choice, please contact EBCE at 1-833-699-EBCE (3223) or customer-support@ebce.org.

[Contact Us](#)

[Choose Bright Choice](#)

[Choose Renewable 100 now](#)

As a reminder, East Bay Community Energy is **<customer city>** default electricity generation provider. PG&E continues to provide electricity delivery service in addition to sending you your energy bill.

For information on EBCE's renewable energy projects, please see our [Power Projects web page](#), which includes a video from our recent Scott Haggerty Wind Energy Center opening in Livermore.

Thank you for supporting your local clean energy supplier.

The EBCE Account Services Team

Next Steps

- **Second notice** will be mailed in January
- Service **transitions** throughout January
- Begin finalizing **content for Berkeley and San Leandro** (first notice in February)
- Report back to the Board on **enrollment statistics** in February