

**FIRST AMENDMENT TO CONTRACT BETWEEN COUNTY OF VENTURA
AND COMMUNITY ACTION PARTNERSHIP OF SAN LUIS OBISPO COUNTY, INC.**

This First Amendment to the Contract between the County of Ventura and Community Action Partnership of San Luis Obispo County, Inc. dated August 1, 2019 (“Contract”), is made and entered into by and between the County of Ventura, a political subdivision of the State of California, hereinafter called “County,” and Community Action Partnership of San Luis Obispo County, Inc., hereinafter called “Contractor,” effective August 1, 2019

The parties hereby agree, effective August 1, 2019, that the Contract is amended as follows:

1. This agreement shall be extended through and including December 31, 2021, subject to annual appropriations by the Ventura County Board of Supervisors.
2. This contract may, upon mutual agreement in writing, be extended for up to four (4) additional one (1) year periods, subject to annual appropriations by the Ventura County Board of Supervisors.
3. Section 2 of the original Contract is deleted and replaced with the following:
“2. Payments
In consideration of the services rendered in accordance with all terms, conditions and specifications set forth herein and in Exhibit B, County will make payment to Contractor in the manner specified in Exhibit B and in accordance with B-1.”
4. The second “Exhibit A, 3.1 Scope of Work”, to the Contract is deleted and replaced with “Exhibit A” attached hereto.
5. “EXHIBIT B – COMPENSATION” and “Exhibit B Task 2 - Program Design and Implementation”, to the Contract, are deleted and replaced with “EXHIBIT B – COMPENSATION” and “Exhibit B-1”, attached hereto.

Except for the modifications described herein, all other terms and conditions of the Contract remain in full force and effect.

COUNTY OF VENTURA

CONTRACTOR

By: _____

By: _____

MICHAEL POWERS,
COUNTY EXECUTIVE OFFICER

Community Action Partnership
San Luis Obispo County, Inc.

Date: _____

Date: _____

Exhibit A

Scope of Work

Task 1. Customer Education, Engagement and Recruitment

Customer Education, Engagement and Recruitment (E&R) activities include any communications designed to identify, reach and motivate potential program participants to participate in a 3C-REN DI program. CEE&R activities include, but are not limited to, the following:

- Identify leads for which the RES DI program is the best choice, and which are not better suited to an IOU or other state/federal program.
- Conduct targeted outreach in coordination with the counties leveraging existing resources and channels (e.g. newsletters, websites, outreach events, etc.).
- Initiate expanded outreach with possible activities including coordinating joint events, direct mailings to specific target groups, attending and presenting at community events hosted by partner organizations with support from 3C-REN.
- Provide input to 3C-REN for development of a suite of collateral for various audiences including all materials in Spanish.
 - Development of any collateral must be done in coordination with and receive the approval of 3C-REN staff.
- Provide participation and exhibit support at events such as Earth Day
- festivals and home buying fairs.
- Incorporate program into social media outlets such as Facebook and Nextdoor Network.

Task 2. Program Design and Implementation

Contractor shall use the Program Procedures Manual as a guide to implementation protocol. Program Procedures Manual shall be considered a living document and subject to changes periodically. Activities include, but are not limited to, the following:

- Customer Qualification & Intake:
 - Collect customer contact and home information;
 - Verification of hard-to-reach qualification:
 - Income - qualify for CARE and/or FERA program,
 - Location of residence,
 - Single Family or Multi Family property,
 - Renter or owner, and/or
 - Primary language spoken;
 - Connect ineligible customers to other relevant IOU or other energy upgrade programs.
- Scheduling & Communication:
 - Coordinate with customer to schedule in-person visit,
 - Communicate with customer to confirm appointments, send reminders, and follow up with next step options, and
 - Periodically re-engage inactive/stagnant customers.

- Program Design:
 - Finalize and maintain, in collaboration with 3C-REN, the program implementation plan, including the final program design, program goals and performance metrics, marketing and outreach plan, program workflow, and the aforementioned standard operating program procedures manual.
 - Develop a plan to install measures over time, helping customers prioritize projects and understand which order they should be done in for greatest impact.
 - Regularly provide recommendations to 3C-REN for adding or removing measures and services to improve the performance of the program.
- Program Implementation:
 - Provide Energy Advisor services as an objective third party who will be available for customer guidance at each phase of a project.
 - Perform initial in-home visits to collect information on the home, install DI measures, and provide customer education on new measures and possibilities for additional improvements. Suggest behavioral changes and easy actions the customer can take to reduce energy use.
 - Provide information on opportunities for bundling no-cost DI measures with more substantial co-pay measures:
 - Co-Pay Measures: Single-measure upgrades will be offered to the customer at cost, with an instant discount (incentive) available up to an incentive cap. Customers will provide payment prior to installation and will receive the discount (incentive) at the time of payment.
 - Provide technical advice, pricing information, cost-benefit analysis, information on financing options, and help customers develop a scope of work.
 - Provide crews to complete direct installation of energy efficiency measures identified during the in-home site visit and agreed to by the participant.
 - Obtain required permits for energy efficiency measures and ensure compliance with state and local energy codes.
 - Be responsible for purchasing and maintaining an adequate supply of high-quality materials and store all materials.
 - Continue to engage participating customers to monitor energy savings achieved and to encourage further energy conservation actions.
 - Perform desktop quality assurance of project information and process incentive.
- Reporting:
 - Coordinate with 3C-REN staff regarding customer project incentive processing and payments, and reporting.
 - Prepare and submit monthly, annual, and ad hoc reports on activities and progress towards goals.
 - Prepare and submit monthly invoicing.

EXHIBIT B - COMPENSATION

Task 1 Marketing, Education, and Outreach

Costs for this activity will be charged at a rate of \$110.00 per hour plus the cost of any marketing and outreach materials and not to exceed \$240,000.

Task 2 Program Design and Implementation

Program design and implementation will be billed on a fixed price, \$4,564,345. Installation measures should be priced on a per unit cost basis to include both labor and materials - reference attached Exhibit B-1.

CAPSLO (Not To Exceed Budget)		2020	2021
Task 1	Marketing Education and Outreach	\$120,000	\$120,000
Task 2	Program Design and Implementation	\$2,054,120	\$2,510,225
Subtotal by year		\$2,174,120	\$2,630,225
Total Budget 2020-2021			\$4,804,345

Exhibit B-1

TASK 2 - PROGRAM DESIGN AND IMPLEMENTATION

Program Design and Implementation will be billed on fixed price of \$4,564,345. Installation measures should be priced on a per unit cost basis to include both labor and materials.

Program	DI Measure List Name	Avg kWh	Avg kW	Avg Therm	Savings Units	Measure Cost per CAPSLO	Incentive Amount (DI or CoPay)
DI	Air Sealing without diagnostics				NA	\$72.00	\$0.00
DI	Natural Gas Appliance Testing (NGAT)				NA	\$74.00	\$74.00
DI	Showerhead with TRV (Gas)	-	-	6.24	Each	\$53.50	\$0.00
DI	Showerhead with TRV (electric)	143.72	0.03	-	Each	\$53.50	\$0.00
DI	LED A-Lamps (interior)	0.54	0.00	(0.01)	Lamp	\$7.96	\$0.00
DI	LED Fixtures (interior)	25.33	0.00	(0.56)	Fixture	\$72.40	\$0.00
DI	LED BR-R: <11 Watts (Lamps)	13.51	0.00	(0.30)	Lamp	\$7.96	\$0.00
DI	Smart Thermostat	87.07	-	12.88	Each	\$194.00	\$194.00
DI	Tier 2 Smart Power Strip	129.49	0.02	(2.42)	Each	\$62.00	\$62.00
CoPay	Air Sealing with diagnostics				NA	\$923.86	\$0.00
CoPay	Residential Pipe Wrap				NA	\$24.00	\$0.00
CoPay	Duct Sealing with visual inspection				NA	\$185.00	\$0.00
CoPay	Attic Insulation	3.76	0.00	(0.00)	Area-ft2	\$2,021.60	\$303.24
CoPay +	DHW: Heat Pump Water Heater 55 gallon UEF=3.31	1656.25	0.54	-	Each	2,600-3,000	\$1,000.00
CoPay	DHW: Instantaneous Gas Water Heater UEF=0.87	-3.08	0.00	56.18	Each	\$2,040.00	\$408.00
CoPay	DHW: Storage Gas Water Heater UEF=0.68	0.00	0.00	36.63	3-Ton Unit	\$1,920.00	\$384.00
CoPay	Duct Sealing with diagnostic testing- High to Low	15.46	0.01	1.70	3-Ton Unit	\$830.00	\$166.00
CoPay	Duct Sealing with diagnostic testing- Med to Low	9.14	0.01	0.73	3-Ton Unit	\$640.00	\$128.00
CoPay	Energy Star Refrigerator	69.50	0.02	(1.88)	Each	\$1,467.00	\$293.40
CoPay	HVAC TuneUp: Airflow Adjustment	2.04	0.00	(0.00)	3-Ton Unit	\$100.00	\$15.00
CoPay	HVAC TuneUp: Condenser Coil Cleaning	4.09	0.01	(0.00)	3-Ton Unit	\$230.00	\$34.50

Program	DI Measure List Name	Avg kWh	Avg kW	Avg Therm	Savings Units	Measure Cost per CAPSLO	Incentive Amount (DI or CoPay)
CoPay	HVAC TuneUp: Decrease Refrigerant Charge - System with No thermal expansion valve (TXV)	0.35	0.00	0.00	3-Ton Unit	\$170.00	\$25.50
CoPay	HVAC TuneUp: Decrease Refrigerant Charge - System with thermal expansion valve (TXV)	10.09	0.02	(0.00)	3-Ton Unit	\$180.00	\$27.00
CoPay	HVAC TuneUp: Evaporator Coil Cleaning	2.04	0.00	(0.00)	3-Ton Unit	\$230.00	\$34.50
CoPay	HVAC TuneUp: HVAC Fan Controller	149.36	0.14	-	Each	\$380.00	\$57.00
CoPay	HVAC TuneUp: Increase Refrigerant Charge - System with No thermal expansion valve (TXV)	116.75	0.23	(0.01)	3-Ton Unit	\$180.00	\$27.00
CoPay	HVAC TuneUp: Increase Refrigerant Charge - System with thermal expansion valve (TXV)	55.32	0.11	(0.03)	3-Ton Unit	\$196.00	\$29.40