

**CALIFORNIA POLLUTION CONTROL FINANCING AUTHORITY**  
**Meeting Date: May 21, 2024**

**Request for the Approval of an Interagency Agreement with the State Treasurer’s  
Office for Support provided by the State Treasurer’s Office Executive Office,  
Administration Division, and Information Technology Division**

Prepared by: *Melissa Foster*

**Summary:** The California Pollution Control Financing Authority (CPCFA) enters into an Interagency Agreement (IA) annually with the State Treasurer’s Office (STO) for support services performed by staff within the STO. This item requests authorization to execute an IA in the amount of \$488,425 for STO support services provided during Fiscal Year 2023/2024.

**Background:** The STOs Executive Office, Administration, and Information Technology Divisions provide support services including budgeting, personnel, accounting, legal, information technology, information security, policy and legal direction and guidance, reporting, and other administrative support services for the Boards, Commissions, and Authorities (BCAs) chaired by the State Treasurer.

The STO allocates the overall cost amongst the BCAs based on each BCA’s personnel years. The proposed IA for Fiscal Year 2023/2024 is attached as Exhibit A.

Prior IA amounts from Fiscal Year 2009/2010 through Fiscal Year 2022/2023 are listed in the chart below. The contract costs are based on the number of full-time positions within each BCA. During the most recent Fiscal Year, CPCFA operated with a larger staff size compared to previous years, resulting in an increase in CPCFA’s share of overall support costs.

<b>Fiscal Year</b>	<b>IA Amount</b>
07/01/09 – 06/30/10	\$401,479
07/01/10 – 06/30/11	\$377,472
07/01/11 – 06/30/12	\$421,530
07/01/12 – 06/30/13	\$421,530
07/01/13 – 06/30/14	\$413,120
07/01/14 – 06/30/15	\$411,156
07/01/15 – 06/30/16	\$726,241
07/01/16 – 06/30/17	\$722,029
07/01/17 – 06/30/18	\$736,709
07/01/18 – 06/30/19	\$736,709
07/01/19 – 06/30/20	\$574,877
07/01/20 – 06/30/21	\$541,372
07/01/21 – 06/30/22	\$491,156
07/01/22 – 06/30/23	\$484,688

**Agenda Item 4.A.  
Resolution No. 24-04-001**

**Terms of the Interagency Agreement:**

Contract Period: July 1, 2023, through June 30, 2024

Contract Amount: Not to exceed \$488,425

**Staff Recommendation:** Staff recommends the approval of Resolution Number 23-04-001 authorizing the Executive Director to execute Interagency Agreement No. CPCFA04-23 with the State Treasurer's Office for Fiscal Year 2023/2024 in an amount not to exceed \$488,425.

**RESOLUTION OF THE CALIFORNIA POLLUTION CONTROL FINANCING AUTHORITY  
AUTHORIZING THE EXECUTIVE DIRECTOR OR DEPUTY EXECUTIVE DIRECTOR TO  
EXECUTE AN INTERAGENCY AGREEMENT WITH THE STATE TREASURER'S  
OFFICE**

**May 21, 2024**

**WHEREAS**, the California Pollution Control Financing Authority (Authority) was created under the provisions of the California Pollution Control Financing Authority Act (Division 27 (commencing with Section 44500) of the Health and Safety Code); and

**WHEREAS**, Section 44522(c) of the Health and Safety Code provides that the Authority is authorized to “do all things generally necessary or convenient to carry out its powers and purposes”; and

**WHEREAS**, Section 44519 of the Health and Safety Code provides that the Authority may 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 California Pollution Control Financing Authority Act, and the Authority may 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 2023/2024 for executive and support services, including 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 administration and support services for the Authority;

**NOW, THEREFORE, BE IT RESOLVED**, by the California Pollution Control Financing Authority the following:

**Section 1.** The Executive Director and Deputy Executive Director are each hereby authorized, jointly and severally, to prepare, enter into, and execute Interagency Agreement No. CPCFA04-23 with the State Treasurer’s Office for administrative support services in an amount not to exceed \$488,425 for the term beginning July 1, 2023, through June 30, 2024.

Exhibit A

STATE OF CALIFORNIA - DEPARTMENT OF GENERAL SERVICES

**STANDARD AGREEMENT**

STD 213 (Rev. 04/2020)

AGREEMENT NUMBER <b>CPCFA04-23</b>	PURCHASING AUTHORITY NUMBER (If Applicable)
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1. This Agreement is entered into between the Contracting Agency and the Contractor named below:

CONTRACTING AGENCY NAME  
 California Pollution Control Financing Authority

CONTRACTOR NAME  
 State Treasurer's Office

2. The term of this Agreement is:

START DATE  
 July 1, 2023

THROUGH END DATE  
 June 30, 2024

3. The maximum amount of this Agreement is:  
 \$488,425.00 (four hundred eighty-eight thousand four hundred twenty-five 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 (GIA - 11/2022)	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 <https://www.dgs.ca.gov/OLS/Resources>*

**IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN EXECUTED BY THE PARTIES HERETO.**

**CONTRACTOR**

CONTRACTOR NAME (if other than an individual, state whether a corporation, partnership, etc.)  
 State Treasurer's Office

CONTRACTOR BUSINESS ADDRESS 901 P Street, Suite 411A	CITY Sacramento	STATE CA	ZIP 95814
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PRINTED NAME OF PERSON SIGNING Rebecca Grajski	TITLE Director, Administration Division
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CONTRACTOR AUTHORIZED SIGNATURE	DATE SIGNED
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**STATE OF CALIFORNIA**

CONTRACTING AGENCY NAME  
 California Pollution Control Financing Authority

CONTRACTING AGENCY ADDRESS 901 P Street, Suite 313A	CITY Sacramento	STATE CA	ZIP 95814
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PRINTED NAME OF PERSON SIGNING Shela Tobias-Daniel	TITLE Executive Director
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CONTRACTING AGENCY AUTHORIZED SIGNATURE	DATE SIGNED
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CALIFORNIA DEPARTMENT OF GENERAL SERVICES APPROVAL	EXEMPTION (If Applicable) SCM Vol. 1, Chapter 4.04.A.5
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**Exhibit A**

State Treasurer's Office  
CPCFA04-23

**EXHIBIT A  
(Interagency Agreement)**

**SCOPE OF WORK**

1. This is an Interagency Agreement between the State Treasurer's Office (hereafter referred to as STO) and the California Pollution Control Financing Authority (hereafter referred to as CPCFA).
2. This agreement shall be in effect from July 1, 2023 through June 30, 2024.
3. 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 CPCFA, where applicable. Management from CPCFA and STO will meet regularly to prioritize and plan for CPCFA's existing and expanding program administrative support, and coordinate on all required reports to control agencies. This contract is necessary as the services identified above cannot be performed by CPCFA staff and must be performed by STO staff.
4. The project representatives during the term of this agreement will be:

State Agency: California Pollution Control Financing Authority	Contractor: State Treasurer's Office
Attention: Shela Tobias-Daniel Executive Director	Attention: Rebecca Grajski Director, Administration
Address: 901 P Street, Suite 313A Sacramento, CA 95814	Address: 901 P Street, Suite 411A Sacramento, CA 95814
Phone: (916) 651-8663	Phone: (916) 653-3100
Email: <a href="mailto:shela.tobias-daniel@treasurer.ca.gov">shela.tobias-daniel@treasurer.ca.gov</a>	Email: <a href="mailto:becky.grajski@treasurer.ca.gov">becky.grajski@treasurer.ca.gov</a>

**Exhibit A**

State Treasurer's Office  
CPCFA04-23

**EXHIBIT B  
(Interagency Agreement)**

**BUDGET DETAIL AND PAYMENT PROVISIONS**

**1. Invoicing**

- A. The California Pollution Control Financing Authority (CPCFA) agrees to compensate the State Treasurer's Office (STO) a lump sum payment in the amount of \$488,425.00 due no later than 30 days after contract approval.
- B. Invoice shall include Agreement Number CPCFA04-23 and shall be submitted for a one-time lump sum payment to:

California Pollution Control Financing Authority (CPCFA)

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 9210 and 9211.
- 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.

**Exhibit A**

State Treasurer's Office  
CPCFA04-23

**EXHIBIT C  
(Interagency Agreement)**

**GENERAL TERMS AND CONDITIONS FOR INTERAGENCY AGREEMENTS**

Exhibit C to this Agreement, the General Terms and Conditions for Interagency Agreements (GIA – 11/2022), 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 A

State Treasurer's Office  
CPCFA04-23

**EXHIBIT D  
(Interagency Agreement)**

**SPECIAL TERMS AND CONDITIONS**

**1. Dispute Resolution Clause**

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