

DEPUTY DIRECTOR, POWER RESOURCES

City of San Jose, CA





BACKGROUND

On Tuesday, May 16, 2017, the San José City Council voted unanimously to establish San José Clean Energy (SJCE), the City of San José's Community Choice Energy (CCE) program. CCEs allow governments to buy or generate renewable sources of electricity for their businesses and residents, offering the same power service with more choice and competitive rates. With SJCE, San José is now the largest single jurisdiction in California to operate a CCE. SJCE is expected to launch in April 2018.

SJCE will be a partnership with Pacific Gas & Electric (PG&E). SJCE will purchase cleaner power, set rates, and retain revenue. PG&E will maintain the grid, deliver the energy, and send customers a bill, same as always. Customers will be helping to lower greenhouse gas emissions, while still enjoying the same electricity service. Enrollment will be automatic, with a choice for opting out.



SJCE Goals

- Increase consumer choice
- Offer more renewable energy
- Lower greenhouse gas emissions
- Create local jobs
- Generate local economic benefits

For additional information, go to: <http://www.sanjoseca.gov/index.aspx?NID=5119>

THE COMMUNITY

San José, California is a unique place, playing a vital economic and cultural role within North America. San José is fortunate to be the largest and most urban city within Silicon Valley, known for the nation's largest number of leading innovative companies. San José is also home to an energetic, talented and diverse population, and is located within the beautiful San Francisco Bay Area with an abundance of good weather.

San José's quality of life is unsurpassed. Located roughly 50 miles south of San Francisco and 30 miles east of Pacific Coast beaches, the City is in a valley surrounded by the Diablo and Santa Cruz mountain ranges and enjoys

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an average of 300 days of sunshine a year. Those living and working in San José have access to the City's many attractions, cultural and performing arts, and recreational opportunities. A year-round calendar of festivals and celebrations supports the community spirit. Nearby open space provides easy access to mountain parks, trails, lakes, and streams. San José has received accolades for its living and working climate from publications including Business Week and Money Magazine, as well as other national media. Recently, Sperling's Best Places rated San Jose #1 as the healthiest city in America. The downtown area is home to modern high-rise housing, renovated theaters, and cultural attractions. Nightlife options include ballet, opera, symphony, live theater, nightclubs, and restaurants; and inquiring minds are served at the Tech Museum of Innovation, the Museum of Art, and the Children's Discovery Museum.

Nineteen public school districts and over 300 private and parochial schools provide residents with a range of educational choices; innovative programs in local school districts include a nationally acclaimed performing arts magnet, as well as concentrations in math and science, international studies, and more. San Jose State University is the leading planning, engineering and business school supporting the Silicon Valley. Other nearby universities include Santa Clara University, Stanford University, and three University of California campuses.

The City of San José is committed to open and honest government and strives to consistently meet the community's expectations by providing excellent service, in a positive and timely manner, and in the full view of the public.

THE CITY GOVERNMENT

The City of San José is a charter city, which operates under the Council-Manager form of government. The City Council is comprised of ten Councilmembers elected by district, and a Mayor who is elected at large. The Mayor and City Councilmembers are all elected to four-year, overlapping terms and are limited to two four-year terms. The City Council appoints five Charter Officers: the City Manager, City Attorney, City Auditor, City Clerk, and the Independent Police Auditor. All other appointments are made by the City Manager, although the Mayor and Council have confirmation authority for all department directors.

The City of San José has a total budget of \$3.5 billion for the current 2017-18 fiscal year. The City employs approximately 7652 full-time and part time employees.

San José enjoys a high degree of civic involvement from its residents and businesses, aided by a strong commitment to open government in all City operations. In community surveys, residents regularly report a high level of satisfaction with San José as a place to live and with the services they received from the City of San José.

Extensive information regarding San José can be found on the City's website at www.sanjoseca.gov.

THE DEPARTMENT

Community Energy is a newly created department at the City of San José. In alignment with the City's green vision, the Department will offer several benefits to the community including: lower energy rates, a wider variety of clean energy choices, transparency, accountability, and outstanding customer service.

The initial startup budget for the Department of Community Energy will be between \$5 million and \$6 million. The City anticipates that when San José Clean Energy is fully operational in 2019, the annual budget of the Department of Community Energy will be approximately \$300 million. The Department will employ approximately 20 individuals. Contractors with special expertise may be hired to supplement staff on an as-needed basis.



THE POSITION

The Deputy Director of Power Resources is a newly created position and will be a key member of the Community Energy team. The main area of responsibilities is overseeing and administering the power procurement process, resource planning, contract management and compliance programs, and strategic studies. Reporting directly to the Director of Community Energy, the responsibilities of the Deputy Director of Power Resources will include researching and ensuring due diligence with respect to potential power supply opportunities, assisting with negotiating and administering power purchase agreements, monitoring contractor performance and resolving disputes, validating invoices, identifying issues, and monitoring compliance.

The Deputy Director of Power Resources will also assist with the preparation of certain regulatory compliance reports focused on resource procurement, climate impacts, and annual greenhouse gas inventory and emission. The Deputy Director of Power Resources will have knowledge of wholesale power procurement, power retail management, energy-related technologies, local and state energy policy and goals, and intermediate to advanced project management and coordination skills.

The main areas of focus for the Deputy Director of Power Resources will be:

- Planning, organizing and implementing power procurements.
- Overseeing the execution of all energy contracts. Monitoring, facilitating and managing power supply contracts and while working closely with the City Attorney's office.
- Managing the Department's risk management activities to ensure that the City is in compliance and adhering to policies.

The Deputy Director of Power Resources will administer \$250 million in total contracts.

THE IDEAL CANDIDATE

The Department of Community Energy seeks an energy professional from either the public or private utilities field who thrives in a collaborative and fast-paced environment. He/She will have a proven track record in energy procurement, negotiations and risk management. This person will be analytical, thorough and detail-oriented and have familiarity with contracting templates. The ideal person will be responsible, adaptable and energetic while working in a "start up" culture, as well as able to re-prioritize projects as needed in the dynamic environment.

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Candidates should have knowledge of:

- Contracts management best practices
- Strong quantitative skills, including expertise with Microsoft Office and data analytics tools
- Energy generation technologies, including carbon neutral electric energy, conventional energy, and renewable energy
- The CAISO settlement process
- California's Renewable Portfolio Standard, Power Content Label, and Power Source Disclosure Program
- Power purchase agreement structures, and general terms and conditions
- The Western Renewable Energy Generation Information System (WREGIS)
- Regulatory reporting and compliance requirements of the CPUC, CEC, and CAISO
- Procurement process and use of renewable energy certificates to support mandatory and voluntary compliance programs
- Renewable energy project development including environmental and local use permitting, and interconnection agreements and processes

Lastly, the ideal candidate will be someone who is excited to help build a brand new city department and is excited to work in the public sector for the City of San Jose. This person will look forward to creating a lasting legacy in addition to being a positive example to cities across the United States.

Education and Experience

- Requires education and experience equivalent to a bachelor's degree in business, public administration, economics, engineering, environmental planning, or a related field, and a minimum of six years of experience directly related to the duties and responsibilities described above is qualifying. A Master's degree in business administration is desirable.
- Experience working in energy trading, the utility industry, and/or with a Community Choice Aggregation program is desirable.
- Candidates should have exceptional problem-solving, communication and public presentation skills.
- Nationwide candidates from the public and private sector are encouraged to apply.

COMPENSATION AND BENEFITS

The salary range for this position is \$116,893 to \$182,084 per year. The City provides an excellent array of benefits, including:

- **Retirement** – Competitive defined benefit retirement plan with full reciprocity with CalPERS; defined contribution plan available as an option.
- **Health Insurance** – The City contributes 85% towards the premium of the lowest cost plan. There are several plan options.

- **Dental Insurance** – The City contributes 100% of the premium of the lowest priced plan for dental coverage.
- **Personal Time** – Vacation is accrued initially at the rate of three weeks per year with amounts increasing up to five weeks after 15 years of service. Executive Leave of 40 hours is granted annually. Sick Leave is accrued at the rate of 8 hours per month.
- **Holidays** – The City observes 14 paid holidays annually.
- **Deferred Compensation** – The City offers an optional 457 Plan.
- **Flexible Spending Accounts** – The City participates in Dependent Care Assistance and Medical Reimbursement Programs.
- **Insurance** – The City provides a term life policy equal to two times annual salary. Long-term disability and AD&D plans are optional.
- **Employee Assistance Program** - The City provides a comprehensive range of services through the EAP.

For more information on employee benefits, visit the City's benefits Website: <http://www.sanjoseca.gov/index.aspx?NID=707>.

HOW TO APPLY

Please **apply on-line by March 9, 2018** at <https://www.alliancerc.com/searches/current-recruitments>. Applications will be reviewed as they are received and interviews will be scheduled around mid-March 2018. For questions and inquiries, please contact:

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