

Memorandum

To: Contracts Office

Date: 7/22/2010

Telephone: 916-327-2356

From: **California Energy Commission ERDD/PIER**
1516 Ninth Street
Sacramento CA 95814-5512

Subject: PIER Advisory Board Meeting(s)

A. Contractor: ICF Consulting, Services, L.L.C.

B. Contract Manager and date Contract Managers Training was obtained:
David Chambers CCM Training date: 6/26/2008

C. Term of Contract:
9/15/2010 to 9/15/2011

D. Amount funded by this contract or amendment and funding source:
\$197,224.00 PIER-E

E. Purpose of Contract and if requesting amendment, reason for amendment:

This contract is to provide (1) support for the planning and management of the legislatively directed Public Interest Energy Research (PIER) Program Advisory Board meetings and (2) complete research and develop recommendations on methodologies that can be used to evaluate the benefits and value of public research for use by the PIER program.

F. Scope of Work - attach as Exhibit A - Scope of Work (includes deliverables and due dates):

G. Budget Detail - attach as Exhibit B - Budget Detail

1. What payment method are we paying Contractor? Choose all that apply

a. Reimbursement in arrears based on:

Itemized Monthly Itemized Quarterly Flat Rate
 One-time Payment

b. Advance Payment Receiving Funds from other entity
 Other, explain:

2. Do you anticipate retention to be released prior to the end of the Contract? If so, identify in Budget Detail what tasks are separate and distinct.

Yes No

H. Selection Process Used:

Solicitation using RFP, RFQ, IFB or PON
 Sole Source (attach CEC-96 Non-Competitive Bid Request)
 Other government entity (i.e., state agency, federal or local government, air/water/school district)
 Other (explain)

I. Survey of Prior Work: See CEC 30

J. Civil Service Considerations:

Public Resources Code 25620, et seq. authorizes the Commission to contract for the subject work.

K. Information Technology Expenditures:

None

L. California Environmental Quality Act (CEQA) Compliance:

1) Is contract considered a "Project" under CEQA?

Yes No

If yes, skip to question 2.

If no, please complete the following (Public Resources Code (PRC) 21065 and 14 California Code of Regulations (CCR) 15378):

Explain why is contract not considered a "Project"?

2) If contract is considered a "Project" under CEQA:

a) Contract **IS** exempt

Check the appropriate exemption box and fill in the section number of the exemption.

Statutory Exemption. List PRC and/or CCR section number: _____

Categorical Exemption. List CCR section number: _____

Common Sense Exemption. 14 CCR 15061(b)(3)

Explain reason why contract is exempt under the above section:

b) Contract **IS NOT** exempt. The Contract Manager needs to consult with the Energy Commission attorney assigned to your division and the Siting Office regarding a possible Initial Study.

M. Disabled Veteran Business Participation:

Meets DVBE Requirements N/A CMAS

Requesting DVBE Exemption (attach CEC-95 DVBE memo)

N. Is Contractor a certified Small Business?

Yes No

O. Is Contractor subcontracting **any** services? If so, list them and identify if they are a certified Small Business?

Yes No

Ecos Consulting Inc.

No

P. Miscellaneous Contract Information:

- 1) Will there be Work Authorizations? Yes No
- 2) Is the contractor providing confidential information? Yes No
- 3) Is the contractor going to purchase equipment? Yes No

4) Will progress reports be required? If so, check one of the following:

Monthly Quarterly Other (please describe)

Progress reports are required, see Scope of Work, Exhibit A, attached.

- 5) Will a final report be required? Yes No
- 6) Are resumes attached for all consultants Yes No
- 7) Is the contract, with amendments, longer than a year? If so, why?

No

8) What basis did you use to determine that the price, or rate, is reasonable?

The basis I used to determine that the price, or rate is reasonable was the California Multiple Award Schedules (CMAS).