

CONTRACT REQUESTS FORM (CRF)

CEC-94 (07/10)

CALIFORNIA ENERGY COMMISSION


 New Contract Amendment to Existing Contract: _____ Amendment Number: _____

Division	Contract Manager:	MS-	Phone	CM Training Date
Energy Research and Development	Elizabeth Keller	43	916-327-2216	11/5/2009

Contractor's Legal Name	Federal ID Number
United States Carbon Sequestration Council	23-2870334

Title of Project
West Coast Regional Carbon Sequestration Partnership - Membership in United States Carbon Sequestration

Term	Start Date	End Date	Amount
New/Original Contract	1/3/2011	12/31/2011	\$ 35,000.00

Line up the Amendment information as best as possible within the following table.

Amendment #	End Date (mm/dd/yy)	Amount

Business Meeting Information

Proposed Business Meeting Date	12/29/2010	<input checked="" type="checkbox"/> Consent	<input type="checkbox"/> Discussion
Business Meeting Presenter	Elizabeth Keller	Time Needed:	5 minutes

Agenda Item Subject and Description

Possible approval of Contract 500-10-0xx for \$35,000 for Energy Commission membership in the United States Carbon Sequestration Council for one year. Membership provides access to scientific and technical information, and the most recent research results about carbon sequestration, to industry members, policy makers, and the public. (Federal funding.) Contact: Elizabeth Keller.

Business Meeting approval is not required for the following types of contracts: *Executive Director's signature is required in all cases.*

- Contracts less than \$10k (*Policy Committee's signature is also required*)
- Amendment for a no-cost time extension. Must be first extension, less than one year and original contract less than \$100k.
- Contracts less than \$25k for Expert Witness in Energy Facility licensing cases and amendments.

Purpose of Contract or Purpose of Amendment, if applicable

The USCSC is a coalition of leaders from the private and public sector, including scientists, engineers, businessmen and environmentalists. The overall objective of the USCSC is to inform and educate on all matters pertaining to carbon sequestration to help assure well informed and objective decision making by domestic and global institutions.

The mission of the USCSC is to serve the national and global need for an authoritative source of scientific and technical information related to carbon sequestration, and to further that knowledge base through research and experimentation by its members. As a multi-sectoral organization the USCSC is dedicated to unifying regional voices and experiences. The USCSC develops and implements strategies to increase the understanding of carbon sequestration technology among the nation's lawmakers, regulatory officials, industry, educators, media, and citizens.

The functions of the USCSC are to:

- Provide USCSC members with a unified voice on carbon sequestration issues
- Offer sound technical information to policy makers at the national, regional, and state level
- Conduct technical briefings for stakeholder groups
- Obtain information, and analyze activities, programs, and policy issues in Washington for USCSC members
- Develop and disseminate national outreach and educational material

By participating in the USCSC, members have the ability to closely collaborate with decision makers on issues pertaining to carbon sequestration in the public and private sector. Members have a mechanism to share objective information with leaders and the general public.

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The Services Contracted:

- are not available within civil service
- cannot be performed satisfactorily by civil service employees
- are of such a highly specialized or technical nature that the expert knowledge, expertise, and ability are not available through the civil service system

The Services are of such an:

- urgent
- temporary, or
- occasional nature

that the delay to implement under civil service would frustrate their very purpose.

Justification:

Payment Method

A. Reimbursement in arrears based on:

Itemized Monthly Itemized Quarterly Flat Rate One-time

B. Advanced Payment

C. Other, explain:

Retention

1. Is contract subject to retention? No Yes

If Yes, Do you plan to release retention prior to contract termination? No Yes

Justification of Rates

Not applicable

Disabled Veteran Business Enterprise Program (DVBE)

1. Not Applicable

2. Meets DVBE Requirements DVBE Amount:\$ _____ DVBE %: _____

Contractor is Certified DVBE

Contractor is Subcontracting with a DVBE: _____

3. Requesting DVBE Exemption (attach CEC 95)

Is Contractor a certified Small Business (SB), Micro Business (MB) or DVBE? No Yes

If yes, check appropriate box: SB MB DVBE

Is Contractor subcontracting any services? No Yes

If yes, give company name and identify if they are a Small Business (SB), Micro Business (MB) and/or DVBE:

	<input type="checkbox"/> No	<input type="checkbox"/> SB	<input type="checkbox"/> MB	<input type="checkbox"/> DVBE
	<input type="checkbox"/> No	<input type="checkbox"/> SB	<input type="checkbox"/> MB	<input type="checkbox"/> DVBE
	<input type="checkbox"/> No	<input type="checkbox"/> SB	<input type="checkbox"/> MB	<input type="checkbox"/> DVBE
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	<input type="checkbox"/> No	<input type="checkbox"/> SB	<input type="checkbox"/> MB	<input type="checkbox"/> DVBE



Miscellaneous Contract Information

- | | | |
|--|--|------------------------------|
| 1. Will there be Work Authorizations? | <input checked="" type="checkbox"/> No | <input type="checkbox"/> Yes |
| 2. Will there be IT expenditures? | <input checked="" type="checkbox"/> No | <input type="checkbox"/> Yes |
| 3. Is the Contractor providing confidential information? | <input checked="" type="checkbox"/> No | <input type="checkbox"/> Yes |
| 4. Is the contractor going to purchase equipment? | <input checked="" type="checkbox"/> No | <input type="checkbox"/> Yes |
| 5. Check frequency of progress reports
<input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> None | | |
| 6. Will a final report be required? | <input checked="" type="checkbox"/> No | <input type="checkbox"/> Yes |
| 7. Is the contract, with amendments, longer than a year? If yes, why? | <input checked="" type="checkbox"/> No | <input type="checkbox"/> Yes |

CONTRACT REQUESTS FORM (CRF)



The following items should be attached to this CRF			
1. Scope of Work, Attach as Exhibit A.	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/> Attached
2. Budget Detail, Attach as Exhibit B.	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/> Attached
3. CEC 96, NCB Request	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/> Attached
4. CEC 30, Survey of Prior Work	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/> Attached
5. CEC 95, DVBE Exemption Request	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/> Attached
6. Draft CEQA Notice of Exemption (NOE)	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/> Attached
7. Resumes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/> Attached

_____ Date _____ Date _____ Date _____ Date

Contract Manager Office Manager Deputy Director

The following signatures are only required when contract approval is delegated to the Executive Office and not approved at a Business Meeting. See Business Meeting Information Section.

_____ Date _____ Date _____ Date

Presiding Policy Committee Associate Policy Committee Executive Director