

**CONTRACT REQUEST FORM (CRF)**

CEC-94 (Revised 11/10)

CALIFORNIA ENERGY COMMISSION


 New Contract 600-10-003     Amendment to Existing Contract:     -    -        Amendment Number:     

Division	Contract Manager:	MS-	Phone	CM Training Date
600 Fuels and Transportation Division	Michael Rutledge	44	916-657-4861	9/29/09

Contractor's Legal Name	Federal ID Number
Aanko Technologies, Inc.	94-3387636

Title of Project
State Energy Assurance Planning

Term	Start Date	End Date	Amount
New/Original Contract	February / 1 / 11	June / 14 / 12	\$ 249,525

Line up the Amendment information as best as possible in the following boxes

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

Business Meeting Information			
Proposed Business Meeting Date	1/12/11	<input type="checkbox"/> Consent	<input checked="" type="checkbox"/> Discussion
Business Meeting Presenter	Elena KirsanovaGivenko	Time Needed:	5 minutes

Agenda Item Subject and Description
Possible approval of a contract with Aanko Technologies, Inc. to revise California's Energy Assurance Plan and Energy Supply Disruption Tracking Process, preparing a Workforce Development Plan for developing in-house expertise at the state level on energy assurance planning, conducting an intra-state energy assurance training exercise, and participating in an inter-state/regional energy assurance training exercise.

**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
On August 14, 2009, the United States Department of Energy (DOE) awarded the California Energy Commission (Energy Commission) \$3,572,526 for Energy Assurance planning efforts. Funded through the American Recovery and Reinvestment Act of 2009 (ARRA), the Enhancing State Government Energy Assurance Capabilities and Planning for Smart Grid Resiliency Initiative (State Energy Assurance Initiative) provides money to state governments to improve emergency preparedness plans and ensure grid resiliency on a regional basis, including staff training on smart grid technologies integration, interdependencies, and cyber-security. The purposes of the federal government's State Energy Assurance Initiative are to: 1) strengthen and expand state and local government energy assurance planning and resiliency efforts by incorporating response actions for new energy portfolios and Smart Grid applications; 2) create jobs; and 3) build in-house state and local government energy assurance expertise. The initiative will focus on building regional energy assurance capability to allow states to better coordinate and communicate statewide and with one another, on energy security, reliability, and emergency response issues.

**California Environmental Quality Act (CEQA) Compliance**

1. Is Contract considered a "Project" under CEQA?  
 Yes: skip to question 2       No: complete the following (PRC 21065 and 14 CCR 15378):  
 Explain why contract is not considered a "Project":  
 Contract will not cause direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment because this project involves only the preparation of outlines, plans, reports, and packets.
2. If contract is considered a "Project" under CEQA:  
 a) Contract **IS** exempt. (Draft NOE required)  
 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 their division and the Siting Office regarding a possible Initial Study.

**Budgets Information**

Contract Amount Funded		Breakdown by FY			Funding Sources			
Funding Source	Amount	FY	Amount	Approved ?	Funding Source	FY	Budget List No.	Amount
ARFVTF	\$		\$	No	Funding Source			\$
ECAA	\$		\$	No	Funding Source			\$
State- ERPA	\$		\$	No	Funding Source			\$
Federal	\$249,525	10/11	\$249,525	Yes	Federal	10/11	901.004	\$249,525
PIER - E	\$		\$	No	Funding Source			\$
PIER - NG	\$		\$	No	Funding Source			\$
Reimbursement	\$		\$	No	Funding Source			\$
Other	\$		\$	No	Funding Source			\$
TOTAL: \$249,525		TOTAL:	\$249,525		TOTAL:			\$249,525
Reimbursement Contract #:					Federal Agreement #: DE-OE0000109			

Contractor's Administrator/ Officer		Contractor's Project Manager	
Name:	Steve Longoria	Name:	Steve Longoria
Address:	607 Elmira Road, Ste 191	Address:	607 Elmira Road, Ste 191
City, State, Zip:	Vacaville, CA 95687	City, State, Zip:	Vacaville, CA 95687
Phone/ Fax:	(866) 968-7478	Phone/ Fax:	(866) 968-7478
E-Mail:	steve.longoria@aanko.com	E-Mail:	steve.longoria@aanko.com

**Contractor Is**

- Private Company (including non-profits)  
 CA State Agency (including UC and CSU)  
 Government Entity (i.e. city, county, federal government, air/water/school district, joint power authorities, university from another state)

**Selection Process Used**

- Solicitation      CMAS      Solicitation #: 600-10-603  
 Non Competitive Bid (Attach CEC 96)  
 Exempt      Select Exemption (see instructions)

**Civil Service Considerations**

- Not Applicable (Contract is with a CA State Entity or a membership/co-sponsorship)  
 Public Resources Code 25620, et seq., authorizes the Commission to contract for the subject work. (PIER)



- 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:**

In order to adequately perform the work to be done under this contract, personnel must have specific expertise in coordinating utility support services during an emergency, developing response actions for energy assurance planning (with emphasis on smart grid applications and vulnerabilities), tracking the duration, response, restoration and recovery time of energy supply disruption events in California, and conducting energy emergency exercises. As a result, this work could not be properly performed by civil service employees.

**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**

Rates provided are within the requirements set forth in the CMAS schedule.

**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 |

**Miscellaneous Contract Information**

1. Will there be Work Authorizations?  No  Yes
2. Will there be IT expenditures?  No  Yes
3. Is the Contractor providing confidential information?  No  Yes
4. Is the contractor going to purchase equipment?  No  Yes
5. Check frequency of progress reports
- Monthly
  - Quarterly
  - Other...
6. Will a final report be required?  No  Yes
7. Is the contract, with amendments, longer than a year? If yes, why?  No  Yes
- To provide time needed to Complete the Final Energy Assurance Plan by April 2012.

# CONTRACT REQUEST 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 type="checkbox"/> N/A	<input checked="" 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 type="checkbox"/> N/A	<input checked="" type="checkbox"/> Attached	
5. CEC 95, DVBE Exemption Request	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Attached	
6. Draft CEQA Notice of Exemption (NOE)	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Attached	
7. Resumes	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Attached	

\_\_\_\_\_  
 Contract Manager                      Date                      Office Manager                      Date                      Deputy Director                      Date

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.

\_\_\_\_\_  
 Presiding Policy Committee                      Date                      Associate Policy Committee                      Date                      Executive Director                      Date