

CONTRACT REQUEST FORM (CRF)

CEC-94 (Revised 1/11)

CALIFORNIA ENERGY COMMISSION


 New Contract 600-10-010 Amendment to Existing Contract: - - Amendment Number:

Division	Contract Manager:	MS-	Phone	CM Training Date
600 Fuels and Transportation Division	Michael Poe	44	916-654-4809	2/3/05

Contractor's Legal Name	Federal ID Number
California Air Resources Board	68-0288069

Title of Project
California Hybrid Truck and Bus Voucher Incentive Project

Term	Start Date	End Date	Amount
New/Original Contract	6 / 13 / 11	6 / 28 / 13	\$ 4,000,000

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	5/18/11	<input type="checkbox"/> Consent	<input checked="" type="checkbox"/> Discussion
Business Meeting Presenter	Aleecia Macias	Time Needed:	5 minutes

Agenda Item Subject and Description

Possible approval of interagency agreement with the Air Resources Board in the amount of \$4,000,000 to provide funding for the Hybrid Truck and Bus Voucher Incentive Project for qualified battery electric vehicles. This agreement will provide additional funding to accelerate the California deployment of hybrid and zero-emission medium-and heavy-duty vehicles.

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 purpose of this agreement is to transfer funds from the Energy Commission Alternative and Renewable Fuel and Vehicle Technology Program (ARFVTP) to the Air Resources Board's (ARB) Hybrid Truck and Bus Voucher Incentive Project (HVIP). Funds for this program will be used to amend the Implementation Manual for the FY 2010-11 HVIP (Manual), administer and fund the rebate program as it pertains to the Energy Commission funding, and provide a Final Report. In December of 2010, the ARB selected, through a competitive solicitation, CALSTART as the Grantee to administer the HVIP.

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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: lump sum payment upon receipt of invoice

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

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:

CALSTART	<input checked="" type="checkbox"/> No	<input type="checkbox"/> SB	<input type="checkbox"/> MB	<input type="checkbox"/> DVBE
(CALSTART is ARB's administrator of voucher program)	<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 administer and fund the ARB Hybrid Truck and Bus Voucher Incentive Project

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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 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 checked="" type="checkbox"/> N/A	<input 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