

**CONTRACT REQUEST FORM (CRF)**

CEC-94 (Revised 1/11)

CALIFORNIA ENERGY COMMISSION


 New Contract 600-10-008     Amendment to Existing Contract: - -    Amendment Number:         

Division	Contract Manager:	MS-	Phone	CM Training Date
600 Fuels and Transportation Division	Aniss Bahreinian	41	916-653-0381	6/28/08

Contractor's Legal Name	Federal ID Number
California Department of Transportation	-

Title of Project
2010 California Household Travel GPS/OBD Augment Survey

Term	Start Date	End Date	Amount
New/Original Contract	June / 30 / 11	June / 14 / 13	\$ 250,000

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	5/31/11	<input type="checkbox"/> Consent	<input checked="" type="checkbox"/> Discussion
Business Meeting Presenter	Aniss Bahreinian	Time Needed:	10 minutes

### Agenda Item Subject and Description

Possible funding of an interagency agreement between Caltrans and the Energy Commission to add 500 completed surveys to the 1200 households in California Household Travel Survey (CHTS), that Caltrans has planned for the GPS and on-board diagnostic (OBD) data loggers vehicle instrumentation. These funds will be used to increase the number of renewable and alternative fueled vehicles in the survey, and the accuracy of on-road fuel economy measurement.

**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

Purpose of the contract is to improve measurement of on-road fuel economy of conventional as well as renewable and alternative fueled vehicles in California. The data can assist in analysis of driver behavior and choice of vehicle/fuel types. Data can result in a more refined and reliable analysis of fuel consumption on California roads, since most of the available fuel economy data describe national averages that is more reflective of the vehicle stock, road conditions, and driver behavior at the national level.

### California Environmental Quality Act (CEQA) Compliance

- 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 project consists of data collection and analysis only.
- 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.

**CONTRACT REQUEST FORM (CRF)**

Budgets Information								
Contract Amount Funded		Breakdown by FY			Funding Sources			
Funding Source	Amount	FY	Amount	Approved ?	Funding Source	FY	Budget List No.	Amount
ARFVTF	\$250,000	10/11	\$250,000	Yes	ARFVTF	10/11	601.118	\$250,000
ECAA	\$		\$	No	Funding Source			\$
State- ERPA	\$		\$	No	Funding Source			\$
Federal	\$		\$	No	Funding Source			\$
PIER - E	\$		\$	No	Funding Source			\$
PIER - NG	\$		\$	No	Funding Source			\$
Reimbursement	\$		\$	No	Funding Source			\$
RRTF	\$		\$	No	Funding Source			\$
Other	\$		\$	No	Funding Source			\$
TOTAL: \$250,000		TOTAL: \$250,000			TOTAL: \$250,000			
Reimbursement Contract #:					Federal Agreement #:			

Contractor's Administrator/ Officer		Contractor's Project Manager	
Name:	Cheryl Smith	Name:	Peter Spaulding
Address:	1727 30TH STREET, 4TH FLOOR, MS-67	Address:	1120 N St, MS 38
City, State, Zip:	Sacramento, CA 95816	City, State, Zip:	Sacramento, CA 95814
Phone/ Fax:	916-227-6014	Phone/ Fax:	916-651-8648/ 916-654-6583
E-Mail:	cherylsmith@dot.ca.gov	E-Mail:	peter_spaulding@dot.ca.gov

Contractor Is	
<input type="checkbox"/>	Private Company (including non-profits)
<input checked="" type="checkbox"/>	CA State Agency (including UC and CSU)
<input type="checkbox"/>	Government Entity (i.e. city, county, federal government, air/water/school district, joint power authorities, university from another state)

Selection Process Used				
<input type="checkbox"/>	Solicitation	Select Solicitation Type	Solicitation #:	- -
<input type="checkbox"/>	Non Competitive Bid (Attach CEC 96)			
<input checked="" type="checkbox"/>	Exempt	Interagency		

Civil Service Considerations	
<input checked="" type="checkbox"/>	Not Applicable (Contract is with a CA State Entity or a membership/co-sponsorship)
<input type="checkbox"/>	Public Resources Code 25620, et seq., authorizes the Commission to contract for the subject work. (PIER)
<input type="checkbox"/>	The Services Contracted:
<input type="checkbox"/>	are not available within civil service
<input type="checkbox"/>	cannot be performed satisfactorily by civil service employees
<input type="checkbox"/>	are of such a highly specialized or technical nature that the expert knowledge, expertise, and ability are not available through the civil service system.
<input type="checkbox"/>	The Services are of such an:
<input type="checkbox"/>	urgent
<input type="checkbox"/>	temporary, or
<input type="checkbox"/>	occasional nature
	that the delay to implement under civil service would frustrate their very purpose.
<b>Justification:</b>	

Payment Method							
<input type="checkbox"/>	A. Reimbursement in arrears based on:						
<input type="checkbox"/>	Itemized Monthly	<input type="checkbox"/>	Itemized Quarterly	<input type="checkbox"/>	Flat Rate	<input type="checkbox"/>	One-time
<input checked="" type="checkbox"/>	B. Advanced Payment						
<input type="checkbox"/>	C. Other, explain:						



Retention	
1. Is contract subject to retention?	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes
If Yes, Do you plan to release retention prior to contract termination?	<input type="checkbox"/> No <input type="checkbox"/> Yes

Justification of Rates
The GPS/OBD vehicle instrumented survey will cost \$500 per household for up to 3 instrumented vehicles. Adding 500 households to the survey increases the cost by \$250,000.

Disabled Veteran Business Enterprise Program (DVBE)
1. <input checked="" type="checkbox"/> Not Applicable
2. <input type="checkbox"/> Meets DVBE Requirements DVBE Amount:\$ _____ DVBE %: _____
<input type="checkbox"/> Contractor is Certified DVBE
<input type="checkbox"/> Contractor is Subcontracting with a DVBE: _____
3. <input type="checkbox"/> Requesting DVBE Exemption (attach CEC 95)

Is Contractor a certified Small Business (SB), Micro Business (MB) or DVBE?	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes
If yes, check appropriate box:	<input type="checkbox"/> SB <input type="checkbox"/> MB <input type="checkbox"/> DVBE

Is Contractor subcontracting any services?	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes
If yes, give company name and identify if they are a Small Business (SB), Micro Business (MB) and/or DVBE:	
NuStats	<input checked="" 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?	<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 type="checkbox"/> No <input checked="" 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 checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Other...
6. Will a final report be required?	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes
7. Is the contract, with amendments, longer than a year? If yes, why?	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes
The California Household Travel Survey takes one year to complete and data analysis will take about 6 months.	

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 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 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