

CONTRACT REQUEST FORM (CRF)

CEC-94 (Revised 11/10)

CALIFORNIA ENERGY COMMISSION


 New Contract - - Amendment to Existing Contract: 600-10-004 Amendment Number: 1

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
ICF Consulting, Inc.	52-0893615

Title of Project
Manufacturers' Vehicle Attribute Survey and Analyses

Term	Start Date	End Date	Amount
New/Original Contract	02 / 14 / 11	6 / 30 / 11	\$ 123,099

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

Amendment #	End Date (mm/dd/yy)	Amount
1	6/30/12	0

Business Meeting Information			
Proposed Business Meeting Date	6/15/11	<input type="checkbox"/> Consent	<input checked="" type="checkbox"/> Discussion
Business Meeting Presenter	Laura Lawson	Time Needed:	5 minutes

Agenda Item Subject and Description
Extending the Manufacturers' Vehicle Attribute Survey and Analyses (600-10-004) Contract's term end date from 6/30/11 to 6/30/12.

Business Meeting approval is not required for the following types of contracts: <i>Executive Director's signature is required in all cases.</i>
<input type="checkbox"/> Contracts less than \$10k (<i>Policy Committee's signature is also required</i>)
<input type="checkbox"/> Amendment for a no-cost time extension. Must be first extension, less than one year and original contract less than \$100k.
<input type="checkbox"/> Contracts less than \$25k for Expert Witness in Energy Facility licensing cases and amendments.

Purpose of Contract or Purpose of Amendment, if applicable
The current term of this contract is 2/14/2011 to 6/30/2011. Data and analyses from this contract will be used in developing the 2011 Integrated Energy Policy Report (IEPR). The California Air Resources Board (ARB) is expected to have a rulemaking in October 2011 on zero emission vehicle mandates which will impact the Energy Commission's vehicle attribute forecast between the years of 2016 to 2025. This Amendment will allow the Energy Commission to effectively incorporate ARB's rulemaking on zero emission vehicle mandates into the IEPR process and respond to stakeholder inquiries regarding the effect of ARB updates on Energy Commission forecasts.

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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 contract involves a survey of vehicle manufacturers, a forecast of vehicle attributes, and a final report.

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	\$0		\$	Yes	State - ERPA			\$0
Federal	\$		\$	No	Funding Source			\$
PIER - E	\$		\$	No	Funding Source			\$
PIER - NG	\$		\$	No	Funding Source			\$
Reimbursement	\$		\$	No	Funding Source			\$
Other	\$		\$	No	Funding Source			\$
TOTAL: \$ 0		TOTAL: \$ 0			TOTAL: \$ 0			

Reimbursement Contract #: _____ Federal Agreement #: _____

Contractor's Administrator/ Officer		Contractor's Project Manager	
Name:	Ayisha Hatcher	Name:	Bruce Hedman
Address:	1725 Eye Street NW, Ste 1000	Address:	1725 Eye Street NW, Ste 1000
City, State, Zip:	Washinton DC 20006	City, State, Zip:	Washinton DC 20006
Phone/ Fax:	703-934-3702	Phone/ Fax:	202-862-2689
E-Mail:	ahatcher@icfi.com	E-Mail:	bhedman@icfi.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 Select Solicitation Type _____ Solicitation #: _____ - -
 Non Competitive Bid (Attach CEC 96)
 Exempt No-cost time extension

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:

The estimate of cost for the vehicle attribute survey was based on three previous work authorizations and a previous contract for similar work. In 2005, six fuel price/policy scenarios and three types of vehicles were evaluated, gasoline, hybrid electric, and diesel. The cost of this work was \$44,000 which included all administrative costs. For the 2007 Integrated Energy Policy Report, seven fuel price/policy scenarios and five types of vehicles were evaluated at a cost of \$70,000. For the 2009 Integrated Energy Policy Report, ten fuel price/policy scenarios and eight types of vehicles were evaluated for a total of \$98,347. The current survey calls for sixteen price and policy scenarios for a cost of \$123,099.

This RFO received one offer from ICF Consulting, most likely due to the large amount of work required and the relatively short time frame available. ICF Consulting, Inc., completed the vehicle attribute projections used in the 2005 2007, and 2009 IEPR reports and has performed other similar work in the past for both the California Energy Commission and the Department of Energy. ICF Consulting, Inc., has the ability to perform the needed surveys and analysis more quickly and at a lower cost than contractors with less related experience.

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 are determined according to 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:

Gopal Duleep	<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?	<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 checked="" type="checkbox"/> Monthly <input 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
Contract, with no cost time extension, will be longer than a year to allow time to incorporate ARB updates.		

The following items should be attached to this CRF		
1. Scope of Work, Attach as Exhibit A.	<input checked="" type="checkbox"/> N/A	<input 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 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