

## Proposed Agreement between California Energy Commission and Pragmatic Business Solutions

**Title:** DVBE Technical Editor  
**Amount:** \$207,880.00  
**Term:** 12 months  
**Contact:** Janna Franks  
**Committee Meeting:** 6/28/2011

### Funding

FY	Program	Area	Initiative	Budget	This Project	Remaining Balance
09	Electric	General	Technical Support Projects	\$1,729,454	\$207,880	\$37,120 2%

### Recommendation

Approve this agreement with Pragmatic Business Solutions for \$207,880.00. This agreement resulted from a competitive solicitation. Staff recommends placing this item on the discussion agenda of the Energy Commission Business Meeting scheduled on July 13, 2011.

### Issue

The Public Interest Energy Research (PIER) program has a backlog of final reports and fact sheets that require review and editing before they can be published. The Energy Commission needs qualified technical editors to edit reports and project fact sheets. This agreement will be used to process the backlog and provide reports in a timely manner.

### Background

This agreement is the result of a competitive solicitation to provide PIER support. The PIER program annually administers \$86.5 million in public interest energy research funding. Research, development and demonstration activities include providing contracts and grants for research and development of energy technologies and related scientific activities. The Program funds many projects, each of which results in fact sheets and final reports. The process for editing final reports and fact sheets has been streamlined and simplified, however, there remains a backlog that requires editing.

The Energy Commission is seeking qualified technical editors to edit reports and project fact sheets. The contractor will edit reports and fact sheets. Each report will follow the format detailed in the PIER Style guide located at (<http://www.energy.ca.gov/contracts/pier/contractors/index.html>) and will use Energy Commission supplied templates. The contractor will ensure timely completion of edited reports and fact sheets. The contractor must have the ability to understand the technical nature of the reports and fact sheets and edit them to be understandable by policy makers and the general public.

### Proposed Work

This support activity will provide program support to assist the California Energy Commission's PIER program in clearing a backlog of final reports. The contractor will provide needed editing expertise so that reports can be published and made available to policy makers and the general public. The duration

of the agreement is 12 months. The entire amount of \$207,880.00 will be covered by general technical support PIER electricity funds.

### **Justification and Goals**

This project is to "...obtain, technical, scientific, or administrative services or expertise from one or more entities, to support the program ... [using] ... Public Interest Research, Development, and Demonstration Fund[s]" (Public Resources Code 25620.7.(a)).

This will be accomplished by:

- Meeting the plain writing standards of Government Code (GC) Section 6219.
- Editing an estimated 500 PIER project reports, averaging approximately 100 pages per report for an approximate total of 50,000 pages.