

**CONTRACT REQUEST FORM (CRF)**

CEC-94 (Revised 5/11)

CALIFORNIA ENERGY COMMISSION


 New Contract - -  Amendment to Existing Contract: 200-10-001 Amendment Number: 1

Division	Contract Manager:	MS-	Phone	CM Training Date
200 Financial Services	MARK JONES	2	916-654-4284	12/4/97

Contractor's Legal Name	Federal ID Number
State Controller's Office	94-6001347

Title of Project
Expedited Payment of Claim Schedules

Term	Start Date	End Date	Amount
New/Original Contract	7 / 1 / 10	6 / 30 / 12	\$ 8,400

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

Amendment #	End Date (mm/dd/yy)	Amount
1	06/30/14	26,340

Business Meeting Information			
Proposed Business Meeting Date	10/10/11	<input type="checkbox"/> Consent	<input type="checkbox"/> Discussion
Business Meeting Presenter	Mark Jones	Time Needed:	5 minutes

Agenda Item Subject and Description
Possible approval of an amendment to add \$26,340.00 for expedited handling of ARRA payments, thereby enabling the Accounting Office to distribute ARRA funds as quickly as possible. Also extending the ending date of the contract by two years.

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 Energy Resources, Conservation & Development Commission agrees to reimburse the State Controller's Office, Operations Bureau of the Division of Audits, for services provided in the processing of claim schedules on an expedited and/or date specific basis.

California Environmental Quality Act (CEQA) Compliance
1. Is Contract considered a "Project" under CEQA? <input type="checkbox"/> Yes: skip to question 2 <input checked="" type="checkbox"/> 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 _____.
2. If contract is considered a "Project" under CEQA: <input type="checkbox"/> a) Contract <b>IS</b> exempt. (Draft NOE required) <input type="checkbox"/> Statutory Exemption. List PRC and/or CCR section number: _____ <input type="checkbox"/> Categorical Exemption. List CCR section number: _____ <input type="checkbox"/> Common Sense Exemption. 14 CCR 15061 (b) (3) Explain reason why contract is exempt under the above section: _____
<input type="checkbox"/> b) Contract <b>IS NOT</b> 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.

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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	\$26,345	11/12	\$9,725	No	State - ERPA	11/12		\$9,725
Federal	\$	12/13	\$10,020	No	State - ERPA	12/13		\$10,020
PIER - E	\$	13/14	\$6,600	No	State - ERPA	13/14		\$6,600
PIER - NG	\$		\$	No	Funding Source			\$
Reimbursement	\$		\$	No	Funding Source			\$
RRTF	\$		\$	No	Funding Source			\$
Other:	\$		\$	No	Other:			\$
TOTAL: \$26,345		TOTAL: \$26,345			TOTAL:			\$26,345
Reimbursement					Federal Agreement #:			

Contractor's Administrator/ Officer		Contractor's Project Manager	
Name:	Ann Smith	Name:	Jessica Encarnacion
Address:	3301 C Street, Room 705	Address:	3301 C Street, Room 705
City, State, Zip:	Sacramento, CA 95816	City, State, Zip:	Sacramento, CA 95816
Phone/ Fax:	916-327-4334	Phone/ Fax:	916-445-3471
E-Mail:	Expedite@sco.ca.gov	E-Mail:	jencarnacion@sco.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 Type Solicitation #: _____ - _____ # of Bids: _____ Low Bid? <input type="checkbox"/> No <input type="checkbox"/> Yes
<input type="checkbox"/> Non Competitive Bid (Attach CEC 96)
<input checked="" type="checkbox"/> Exempt Select Exemption (see instructions)

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 checked="" type="checkbox"/> One-time
<input type="checkbox"/> B. Advanced Payment
<input type="checkbox"/> C. Other, explain:



<b>Retention</b>		
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

<b>Justification of Rates</b>

<b>Disabled Veteran Business Enterprise Program (DVBE)</b>	
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"/> Contractor selected through CMAS or MSA with no DVBE participation.	
4. <input type="checkbox"/> Requesting DVBE Exemption (attach CEC 95)	

<b>Is Contractor a certified Small Business (SB), Micro Business (MB) or DVBE?</b>		<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	

<b>Is Contractor subcontracting any services?</b>		<input checked="" type="checkbox"/> No	<input type="checkbox"/> 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"/> No	<input type="checkbox"/> SB	<input type="checkbox"/> MB
	<input type="checkbox"/> No	<input type="checkbox"/> SB	<input type="checkbox"/> MB

<b>Miscellaneous Contract Information</b>		
1. Will there be Work Authorizations?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
2. Is the Contractor providing confidential information?	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
3. Is the contractor going to purchase equipment?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
4. Check frequency of progress reports		
<input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Other... _____		
5. Will a final report be required?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
6. Is the contract, with amendments, longer than a year? If yes, why?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes

<b>The following items should be attached to this CRF</b>		
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 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
8. CEC 105, Questionnaire for Identifying Conflicts		<input type="checkbox"/> Attached
9. CEC 106, IT Component Reporting Form		<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