

Memorandum

To: Secretariat

Date : **April 13, 2012**

From: **California Energy Commission – Pat Perez**, Deputy Director
1516 Ninth Street
Sacramento CA 95814-5512
Fuels and Transportation Division

Subject: **Information Technology Purchase Order**

- A. Contractor/Vendor Name: MathWorks**
- B. Project Manager and/or Contact(s):** Vanessa Kritlow
- C. Term of Agreement: N/A**
- D. Cost of Agreement and Funding Source:** Purchase Order 11-409.00-018 for \$25,500 (ERPA). Funding approved in the FY 2011-2012 Work Plan (FTD-CIS-5) for Dynasim support.
- E. Purpose/Objective of Amendment:** The purpose of this Purchase Order is to provide onsite MatLab training for Energy Commission staff. The Transportation Energy Office, formerly Fossil Fuels Office, is currently using a demand model which utilizes several MatLab executables as the primary computational core. In order for staff to manage, modify, and fully utilize the system, additional knowledge of MatLab is fundamental.
- F. Summary of Work to be Performed (Attach as Exhibit A - Scope of Work):** Provide twelve Energy Commission staff with onsite introductory training regarding the use of MatLab software in late May to early June 2012. In addition, the training will include MatLab's statistical capabilities and more advanced features and/or functions. The training shall provide hands on with opportunities for staff to create and run working code. Training topics include, but are not limited, to: learning the MatLab interface; entering commands and creating variables; working with and analyzing data; as well as performing regressions and tests of significance.