

CONTRACT REQUEST FORM (CRF)

CEC-94 (Revised 5/11)

CALIFORNIA ENERGY COMMISSION


 New Contract - - Amendment to Existing Contract: - - Amendment Number: _____

Division	Contract Manager:	MS-	Phone	CM Training Date
800 Electricity Supply Analysis Division	Ruben Tavares	20	916-654-5171	

Contractor's Legal Name	Federal ID Number
James A. Baker III Institute for Public Policy, Energy Forum Rice University	-

Title of Project
Membership Agreement

Term	Start Date	End Date	Amount
New/Original Contract	06 / 01 / 12	05 / 31 / 15	\$ 150,000

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	5/9/12	<input type="checkbox"/> Consent	<input checked="" type="checkbox"/> Discussion
Business Meeting Presenter	Ruben Tavares	Time Needed:	5 minutes

Agenda Item Subject and Description

Possible approval of a contract for a \$150,000 three-year membership to the James A. Baker Institute, Energy Forum for Public Policy at Rice University. Membership will provide staff access to advance research in the natural gas market area, including data, assumptions, inputs and outputs for natural gas basecase scenarios through 2015.

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

This membership will qualify the Energy Commission to be an Advisory Board member of the Baker Institute for Public Policy, Energy Forum at Rice University. The research work that the Baker Institute undertakes in the natural gas area will be available to the Energy Commission. The Energy Commission staff is particularly interested in the natural gas World Gas Trade Model developed by the Institute. The membership will allow staff access to the model's basecase scenario data, inputs, assumptions, and results every time the basecase is modified. During the term of the membership, staff will receive, at a minimum, three updated basecase scenarios. Staff works with these basecase scenarios to develop a California preferred basecase that is used in IEPR proceedings.

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 it provides natural gas market analysis.
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.

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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	\$150,000	11-12	\$150,000	No	Funding Source	11-12		\$150,000
Federal	\$		\$	No	Funding Source			\$
PIER - E	\$		\$	No	Funding Source			\$
PIER - NG	\$		\$	No	Funding Source			\$
Reimbursement	\$		\$	No	Funding Source			\$
RRTF	\$		\$	No	Funding Source			\$
Other:	\$		\$	No	Other:			\$
TOTAL: \$150,000		TOTAL: \$150,000			TOTAL:			\$150,000
Reimbursement					Federal Agreement #:			

Contractor's Administrator/ Officer		Contractor's Project Manager	
Name:	Melissa Vossler, Memberships	Name:	Kenneth Medlock
Address:	Rice University MS-40 PO Box 1892	Address:	Baker Institute at Rice University PO Box 1892
City, State, Zip:	Houston, TX 77251-1892	City, State, Zip:	Houston, TX 77251-1892
Phone/ Fax:	713-348-2217	Phone/ Fax:	713-3483757
E-Mail:	mkv1@rice.edu	E-Mail:	medlock@rice.edu

Contractor Is
<input checked="" type="checkbox"/> Private Company (including non-profits)
<input 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 Membership

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.
Justification:
The membership to the Baker Institute at Rice University as an Advisory Board member allows the Energy Commission access to advanced research in the natural gas market such as supply cost curves, demand elasticities and .mkp files used in modeling the natural gas market that are used in the IEPR proceedings.

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:



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
Membership to the Baker Institute is \$75,000/ year. However, a three-year membership is \$150,000. This membership includes one annual visit to the Energy Commission by a key natural gas researcher to discuss the analyses and model results. If the Energy Commission were to purchase similar products and expertise from other sources, the cost will likely be over the \$150,000 value of the three-year membership.

Disabled Veteran Business Enterprise Program (DVBE)
1. <input 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 checked="" 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 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"/> 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. 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 checked="" type="checkbox"/> Other... Sometimes weekly updates/other times monthly	
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 type="checkbox"/> No <input checked="" type="checkbox"/> Yes
Membership will be for three years	

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 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 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"/> N/A <input checked="" type="checkbox"/> Attached
9. CEC 106, IT Component Reporting Form	<input type="checkbox"/> N/A <input checked="" 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 _____

EXHIBIT A

Scope of Work

PURPOSE

The purpose of this Agreement is to formalize the Energy Commission's membership in the James A. Baker III Institute for Public Policy, Energy Forum Rice University.

A \$50,000 per year membership will allow Energy Commission officials and staff to participate in numerous activities, such as:

- Membership for senior leadership on the Baker Institute Energy Forum Advisory Board, including an annual briefing by Secretary James A. Baker, III to assist with the formulation of the forum's goals and activities for the coming year.
- Invitations for Energy Commission officials to attend limited seating Energy Forum Dignitary events.
- Private briefing on energy matters at member company's U.S. headquarters by Amy Myers Jaffe, director of the Energy Institute.
- Invitations for ten people to attend Energy Forum related events.
- Invitations for two people to attend all Roundtable events.
- Access to natural gas inputs, assumptions and files (.mkp) developed by the Institute for the World Gas Trade Model (WGTM).
- Access to up to two natural gas basecase scenario forecasts per year developed by the Energy Institute with the WGTM. These cases are modified for Energy Commission use in the IEPR Proceedings.
- One yearly visit of an Energy Expert from the Institute to the Energy Commission to explain the energy work. In our case, the expert is Professor Kenneth Medlock. He comes to the Commission to explain inputs, assumptions and outputs to the WGTM.