STATE OF CALIFORNIA

INTERNAL PURCHASE REQUEST

FORM500 (Revised 6/11) CALIFORNIA ENERGY COMMISSION

INSTRUCTIONS: This form should be used for items that are not available from the Stockroom. Check the Stockroom before completing this form.

IT requests – Original to ITSB

All other requests – Original to Business Services

Business Services and IT Use Only	
Date Ordered	Purchase Order Number

Date	Date Item Wanted
08 / 28 / 2012	01 / 31 / 2013

Requester's Name	Office	Division
Ravinderpal Vaid	Demand Analysis Office	Electricity Supply Analysis Division

MS Number	Phone Number	Billing Code	PCA Number
22	(916) 654 - 4776	8200	82000

Line #	Qty.	Unit	CEC Number of Computer or Printer (IT Purchase ONLY)	Description: Attach one page copy of description. Include stock number.	Cost per Unit	Total Cost
1	1	1		One-page description is attached	39796	$39,796.00

Tax – If you want tax included in the TOTAL, add the current rate in tax field. **Example**: 0.0875	Subtotal	$39,796.00
	(Optional) Tax	
	TOTAL	**$39,796.00**

Justification

Updates and corrections to historical floor space starts, completions, and stocks data are required to re-estimate and/or verify results from staff's commercial and residential forecasting models, assist in responding to external data requests regarding commercial building and residential housing size by type, and evaluate floor space projections prepared by CA utilities. McGraw-Hill Construction Research & Analytics (formerly, Dodge) is the only available source for this information.

Suggested Vendor Name	Vendor Address	Vendor Phone Number	Contact Person
McGraw-Hill Construction Research and Analytics	148 Princeton Hightstown Road, Hightstown, NJ 08520	(714) 621-6264	Bill Lindsay, Director of Sales

I herby certify on my own personal knowledge that the articles or services requested hereon are necessary for use in my agency.

Signature of Requester ***MS #*** ***Date*** ***Office Manager*** ***Date***

Administrative Liaison ***MS #*** ***Date*** ***Budget Office*** ***(For major equipment only)*** ***Date***