

**CONTRACT REQUESTS FORM (CRF)**

CEC-94 (Revised 5/11)

CALIFORNIA ENERGY COMMISSION



New Contract \_\_\_\_\_  Amendment to Existing Contract: 500-09-004 Amendment Number: 1

Division	Contract Manager:	MS-	Phone	CM Training Date
ERDD - Transportation	David Effross	43	916-327-1314	6/26/2008

Contractor's Legal Name	Federal ID Number
Gas Technology Institute	36-2170137

Title of Project
Purification and Liquefaction of Biomethane Landfill Gas for Transportation Fuel

Term	Start Date	End Date	Amount
New/Original Contract	11/4/2009	12/31/2012	\$992,903

Line up the Amendment information as best as possible within the following table.

Amendment #	End Date (mm/dd/yy)	Amount
Amendment 1	12/31/2013	\$0

#### Business Meeting Information

Proposed Business Meeting Date	11/14/12	<input type="checkbox"/> Consent	<input checked="" type="checkbox"/> Discussion
Business Meeting Presenter	Phillip Misemer	Time Needed:	5 minutes

#### Agenda Item Subject and Description

Possible approval of Amendment 1 to Contract 500-09-004 with the Gas Technology Institute for a 12 month no-cost time extension to 12/31/2013, and to update the terms and conditions of the contract. (PIER Natural Gas funding)  
Contact: David Effross

**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

The purpose of this amendment is to provide a 12 month no-cost time extension. The DVBE for this agreement has been unable to complete construction tasks because their schedule has been exceedingly full working on other federal and state programs. This company is one of a few DVBEs with significant and specific construction expertise. Replacing the DVBE at this time would be of great impact to the schedule. This extension will ensure that the permanent facility is constructed and the gas clean-up system testing is performed in that facility as planned.

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**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.

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: 14 CCR 15306  
 Common Sense Exemption. 14 CCR 15061 (b) (3)  
 Explain reason why contract is exempt under the above section:  
 Class – Basic data collection, research, experimental management, and resource evaluation activities that do not result in major disturbance to an environmental resource.  
 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.

Budgets Information								
Contract Amount Funded		Breakdown by FY			Funding Sources			
Funding Source	Amount	FY	Amount	Approved?	Funding Source	FY	Budget List No.	Amount
ARFVTF	\$		\$					\$
ECAA	\$		\$					\$
State- ERPA	\$		\$					\$
Federal	\$		\$					\$
PIER - E	\$		\$					\$
PIER - NG	\$		\$					\$
Reimbursement	\$		\$					\$
Other	\$		\$					\$
<b>TOTAL:</b>	<b>\$</b>	<b>TOTAL:</b>	<b>\$</b>		<b>TOTAL:</b>			<b>\$</b>
Reimbursement Contract #:					Federal Agreement			

Contractor's Administrator/ Officer		Contractor's Project Manager	
Name:	Kate Kaiser	Name:	Fred Vitalo
Address:	1700 S. Mount Prospect Rd.	Address:	1700 S. Mount Prospect Rd.
City, State, Zip:	Des Plaines, Il 60018-1804	City, State, Zip:	Des Plaines, Il 60018-1804
Phone/ Fax:	847-768-0905/847-768-0984	Phone/ Fax:	847-768-0761/847-768-0501
E-Mail:	kate.kaiser@gastechnology.org	E-Mail:	fred.vitalo@gastechnology.org

**Contractor Is**

Private Company (including non-profits)  
 CA State Agency (including UC and CSU)  
 Government Entity (i.e. city, county, federal government, air/water/school district, joint power authorities, university from another state)

**Selection Process Used**

Solicitation    Select Type    Solicitation #: \_\_\_\_\_ # of Bids: \_\_\_\_\_ Low Bid?  No  Yes  
 Non Competitive Bid (Attach CEC 96)  
 Exempt    No-cost time extension

**Civil Service Considerations**

Not Applicable (Contract is with a CA State Entity or a membership/co-sponsorship)  
 Public Resources Code 25620, et seq., authorizes the Commission to contract for the subject work. (PIER)

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- The Services Contracted:
  - are not available within civil service
  - cannot be performed satisfactorily by civil service employees
  - are of such a highly specialized or technical nature that the expert knowledge, expertise, and ability are not available through the civil service system.
- The Services are of such an:
  - urgent
  - temporary, or
  - occasional nature
 that the delay to implement under civil service would frustrate their very purpose.

**Justification:**

Public Resources Code 25620, et seq., authorizes the Commission to contract for the subject work. (PIER)

**Payment Method**

- A. Reimbursement in arrears based on:
  - Itemized Monthly
  - Itemized Quarterly
  - Flat Rate
  - One-time
- B. Advanced Payment
- C. Other, explain:

**Retention**

- 1. Is contract subject to retention?  No  Yes
- If Yes, Do you plan to release retention prior to contract termination?  No  Yes

**Justification of Rates**

The rates in this contract are similar to rates charged for similar work in other contracts.

**Disabled Veteran Business Enterprise Program (DVBE)**

- 1.  Not Applicable
- 2.  Meets DVBE Requirements DVBE Amount:\$ 49,000 DVBE %: 4.9
  - Contractor is Certified DVBE
  - Contractor is Subcontracting with a DVBE: \_\_\_\_\_
- 3.  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
High Mountain Fuels, LLC	<input checked="" type="checkbox"/> No	<input type="checkbox"/> SB <input type="checkbox"/> MB <input type="checkbox"/> DVBE
Falcon Builders & Developers Inc.	<input type="checkbox"/> No	<input type="checkbox"/> SB <input checked="" type="checkbox"/> MB <input checked="" type="checkbox"/> DVBE
Air Apparent	<input checked="" type="checkbox"/> No	<input type="checkbox"/> SB <input type="checkbox"/> MB <input type="checkbox"/> DVBE
Russel Mechanical	<input checked="" type="checkbox"/> No	<input type="checkbox"/> SB <input type="checkbox"/> MB <input type="checkbox"/> DVBE

**Miscellaneous Contract Information**

- 1. Will there be Work Authorizations?  No  Yes
- 2. Is the Contractor providing confidential information?  No  Yes
- 3. Is the contractor going to purchase equipment?  No  Yes
- 4. Check frequency of progress reports
  - Monthly  Quarterly  \_\_\_\_\_
- 5. Will a final report be required?  No  Yes
- 6. Is the contract, with amendments, longer than a year? If yes, why?  No  Yes

The Department of General Services has agreed to give the Commission blanket authority to execute multi-year contracts to support the Commission's RD&D Programs.

# CONTRACT REQUESTS FORM (CRF)



The following items should be attached to this CRF		
1. Scope of Work, Attach as Exhibit A.	<input type="checkbox"/> N/A	<input 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 type="checkbox"/> N/A	<input type="checkbox"/> Attached
4. CEC 30, Survey of Prior Work	<input 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 type="checkbox"/> N/A	<input type="checkbox"/> Attached
7. Resumes	<input 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