

CONTRACT REQUEST FORM (CRF)



New Contract 150-12-006 Amendment to Existing Contract: - - Amendment Number:

Division	Contract Manager:	MS-	Phone	CM Training Date
150 Office of the Executive Director	Clare Laufenberg	17	916-654-4859	2005

Contractor's Legal Name	Federal ID Number
Western Interstate Energy Board	93-0579951

Title of Project
Western Interstate Energy Board Membership Dues

Term	Start Date	End Date	Amount
New/Original Contract	03 / 04 / 13	6 / 30 / 15	\$ 54,000

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		<input checked="" type="checkbox"/> Consent	<input type="checkbox"/> Discussion
Business Meeting Presenter	Clare Laufenberg	Time Needed:	minutes

Agenda Item Subject and Description
 Approval of three year contract with the Western Interstate Energy Board (WEIB) to cover membership dues for FY 12-13, 13-14, and 14-15.

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
 Payment of membership dues for FY 12-13, FY 13-14, and FY 14-15 to Western Interstate Energy Board.

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 no physical equipment will be used nor any construction occur.

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	\$54,000	12-13	\$18,000	No	Funding Source	12-15	100.022	\$54,000
Federal	\$	13-14	\$18,000	No	Funding Source			\$
PIER - E	\$	14-15	\$18,000	No	Funding Source			\$
PIER - NG	\$		\$	No	Funding Source			\$
Reimbursement	\$		\$	No	Funding Source			\$
RRTF	\$		\$	No	Funding Source			\$
Other:	\$		\$	No	Other:			\$
TOTAL: \$54,000		TOTAL: \$54,000			TOTAL: \$54,000			\$54,000
Reimbursement					Federal Agreement #:			

Contractor's Administrator/ Officer		Contractor's Project Manager	
Name:	Doug Larson	Name:	Alison Wilson
Address:	Western Interstate Energy Board 1600 Broadway, Suite 1700	Address:	Western Interstate Energy Board 1600 Broadway, Suite 1700
City, State, Zip:	Denver, CO 80202	City, State, Zip:	Denver, CO 80202
Phone/ Fax:	303-573-8910	Phone/ Fax:	303-573-8910/303-534-7309
E-Mail:	dlarson@westgov.org	E-Mail:	awilson@westgov.org

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 checked="" type="checkbox"/> Non Competitive Bid (Attach CEC 96)
<input 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.
Justification:

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 type="checkbox"/> One-time
<input type="checkbox"/> B. Advanced Payment
<input checked="" type="checkbox"/> C. Other, explain: 3 annual payments of \$18,000 each



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
Annual cost set for all states by WEIB.

Disabled Veteran Business Enterprise Program (DVBE)	
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)	

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 checked="" type="checkbox"/> No	<input 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"/> _____	
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
Three-year contract for annual payments of membership dues.		

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 checked="" type="checkbox"/> N/A	<input 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

Exhibit A Scope of Work

PURPOSE

The purpose of this Agreement is to provide for the Energy Commission's membership in the Western Interstate Energy Board (WIEB) and fulfill the State's obligations under the Western Interstate Nuclear Compact, as set forth in Government Code §§ 67400, 67401.

WIEB membership will allow the Energy Commission to participate in WIEB meetings and deliberations; this provides an opportunity for California to contribute to a more economically secure and environmentally sound energy future for the West. The Board anticipates it will meet twice in FY 12-13, twice in FY 13-14 and twice in FY 14-15. The Board's three committee (Committee on Regional Electric Power Cooperation, State-provincial Steering Committee, and High-Level Radioactive Waste Committee) will also meet twice each year. Key issues for the WIEB will be: cost-effective integration of wind and solar into a reliable Western power system; transmission expansion planning to support power transfers to meet state energy objectives and efficient and reliable delivery of electricity; the application of new transmission technologies in the Western Interconnection; assessment of energy system adequacy and reliability at the interface of the Western electricity and natural gas systems; and developing a system for the safe transportation of high-level radioactive waste and spent nuclear fuel. WIEB will continue its support of energy-related activities of the Western Governors' Association.