

CONTRACT REQUEST FORM (CRF)

CEC-94 (Revised 5/11)

CALIFORNIA ENERGY COMMISSION


 New Contract - - Amendment to Existing Contract: 600-09-012 Amendment Number: 2

Division	Contract Manager:	MS-	Phone	CM Training Date
600 Fuels and Transportation Division	Monica Rudman	23	916-654-4462	11/6/97

Contractor's Legal Name	Federal ID Number
KEMA, Inc.	54-1067916

Title of Project
American Recovery and Reinvestment Act: Measurement, Verification, Evaluatio

Term	Start Date	End Date	Amount
New/Original Contract	4 / 28 / 10	6 / 30 / 13	\$ 4,175,000

Line up the Amendment information as best as possible in the following boxes

Amendment #	End Date (mm/dd/yy)	Amount
2	12/31/13	\$

Business Meeting Information			
Proposed Business Meeting Date	2/13/13	<input type="checkbox"/> Consent	<input checked="" type="checkbox"/> Discussion
Business Meeting Presenter	Monica Rudman	Time Needed:	5 minutes

Agenda Item Subject and Description
KEMA, Inc. Possible approval of Amendment 2 to contract 600-09-012 with KEMA, Inc. to extend the contract to December 31, 3013. This term extension will allow KEMA Inc. to assess regional economic impacts of the Energy Commission's American Recovery and Reinvestment Act programs. (ERPA Funding) Contact: Monica Rudman

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 contract amendment would add six months to the contract end date. EM&V of the Energy Commission's American Reinvestment and Recovery Act (ARRA) Programs should occur after the ARRA programs are closed out. Under the current contract schedule, the time frames to review contract deliverables are very short. More time would allow for better ability of the CEC to review and comment on deliverables and more time for the contractor to revise the deliverables. Additional time would particularly be beneficial when reviewing deliverables associated with Amendment #1 which added a Task 7: ARRA Employment and Economic Effects. Review times for Task 7 are particularly compressed. The contract uses three sources of funding: ERPA, SEP and EECBG. DOE modified the SEP and EECBG period of performance for EM&V activities until 9/30/13 and 3/30/13, respectively. There will be no need to further modify the federal agreements. After 9/30/13 only ERPA funds will be used. If this amendment is approved, the contract manager will revise some of the work authorizations' schedules.



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 project consists solely of data gathering, reporting and analysis of previously approved projects.

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.

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	State - ERPA			\$
ECAA	\$		\$	No	ARFVTF			\$
State- ERPA	\$		\$	No	ARFVTF			\$
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: \$ 0		TOTAL: \$ 0			TOTAL: \$ 0			
Reimbursement					Federal Agreement #:			

Contractor's Administrator/ Officer		Contractor's Project Manager	
Name:	Rich Camillieri	Name:	Kathleen Gaffney
Address:	55 Grand ave, Suite 500	Address:	155 Grand ave, Suite 500
City, State, Zip:	Oakland, CA 94612	City, State, Zip:	Oakland, CA 94612
Phone/ Fax:		Phone/ Fax:	(510) 891-0446 ext. 44122
E-Mail:	Richard.Camillieri@kema.com	E-Mail:	Kathleen.gaffney@kema.com

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 RFQ Solicitation #: 600-09-601 # of Bids: 4 Low Bid? No Yes
 Non Competitive Bid (Attach CEC 96)
 Exempt Select Exemption (see instructions)

**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)
- 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:

The contractors are also conducting national scale evaluations for the Department of Energy and only they are in a position to complete the work using the data they have already collected, and the same models and common assumptions as DOE, within the timeframe of the existing contract and the overall program evaluation.

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 for this agreement were negotiated prior of contract approval. These negotiations were driven by a rate survey completed by the CEC. The resulting rates are shown to be competitive in the field of work and aligned with the survey that was completed.

Disabled Veteran Business Enterprise Program (DVBE)

1. Not Applicable
2. Meets DVBE Requirements DVBE Amount:\$ _____ DVBE %: _____
- Contractor is Certified DVBE
- Contractor is Subcontracting with a DVBE: Advent Consulting, Katin Engineering Consulting
3. Contractor selected through CMAS or MSA with no DVBE participation.
4. Requesting DVBE Exemption (attach CEC 95)

Is Contractor a certified Small Business (SB), Micro Business (MB) or DVBE?

- No Yes
- If yes, check appropriate box: SB MB DVBE

Is Contractor subcontracting any services?

- No Yes
- If yes, give company name and identify if they are a Small Business (SB), Micro Business (MB) and/or DVBE:
- | | | | | |
|------------------------------------------------------------------------|----------------------------------------|----------------------------------------|-----------------------------|------------------------------------------|
| Advent Consulting; Katin Engineering Consulting | <input type="checkbox"/> No | <input checked="" type="checkbox"/> SB | <input type="checkbox"/> MB | <input checked="" type="checkbox"/> DVBE |
| Raney Associates; Sierra Research; Stillwater; Transportation Analysis | <input type="checkbox"/> No | <input checked="" type="checkbox"/> SB | <input type="checkbox"/> MB | <input type="checkbox"/> DVBE |
| Cambridge Systematics; Total Battery Consulting | <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 Other...
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 ARRA program is a multi year program and key EM&V activities must follow program implementation.

CONTRACT REQUEST FORM (CRF)



The following items should be attached to this CRF		
1. Scope of Work, Attach as Exhibit A.	<input checked="" type="checkbox"/> N/A	<input 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