

**CONTRACT REQUEST FORM (CRF)**

CEC-94 (Revised 5/11)

CALIFORNIA ENERGY COMMISSION


 New Contract - -  Amendment to Existing Contract: 400-10-004 Amendment Number: 3

Division	Contract Manager:	MS-	Phone	CM Training Date
400 Efficiency Renewable Energy Division	Adrian Ownby	37	916-654-3008	11/7/07

Contractor's Legal Name	Federal ID Number
Local Government Commission	94-2791699

Title of Project
Energy Upgrade California

Term	Start Date	End Date	Amount
New/Original Contract	11 / 1 / 10	3 / 31 / 17	\$ 31,176,912

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

Amendment #	End Date (mm/dd/yy)	Amount
3	06/30/2013	N/A

Business Meeting Information			
Proposed Business Meeting Date	3/20/13	<input type="checkbox"/> Consent	<input checked="" type="checkbox"/> Discussion
Business Meeting Presenter	Adrian Ownby	Time Needed:	10 minutes

Agenda Item Subject and Description
Possible approval of a no-cost time extension to this contract for 3 months (to June 30, 2013) for the Evaluation, Measurement and Verification (EM&V) "data warehouse" subtask. This no-cost time extension will allow major subcontractor Renewable Funding to bill for time incurred fulfilling the final work requirements of this agreement. (ARRA funding) Contact: Adrian Ownby

Business Meeting approval is not required for the following types of contracts: <i>Executive Director's signature is required in all cases.</i>
<input type="checkbox"/> Contracts less than \$10k ( <i>Policy Committee's signature is also required</i> )
<input type="checkbox"/> Amendment for a no-cost time extension. Must be first extension, less than one year and original contract less than \$100k.
<input type="checkbox"/> Contracts less than \$25k for Expert Witness in Energy Facility licensing cases and amendments.

Purpose of Contract or Purpose of Amendment, if applicable
The no-cost time extension is in line with existing DOE provisions for the State Energy Grant Program and would not disrupt the program.

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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 Sections 15301, 15302, 15306, 15308, 15309, and 15322 section number: \_\_\_\_\_  
 Common Sense Exemption. 14 CCR 15061 (b) (3)  
 Explain reason why contract is exempt under the above section:  
 Contract will not cause a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment because contract funds marketing, outreach, non-retrofit related incentives, and other activities that do not result in activities defined as 'projects' per the scope of CEQA.  
 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	Funding Source			\$
ECAA	\$		\$	No	Funding Source			\$
State- ERPA	\$		\$	No	Funding Source			\$
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 #: JE-EE0000221			

Contractor's Administrator/ Officer		Contractor's Project Manager	
Name:	Aatisha Singh	Name:	Kate Meis, LGC
Address:	1303 J street, Ste 250	Address:	1303 J street, Ste 250
City, State, Zip:	Sacramento, CA 95814	City, State, Zip:	Sacramento, CA 95814
Phone/ Fax:	916)448-1198(p), (916)448-8246(f)	Phone/ Fax:	(916)448-1198x305(p), (916)448-8246(f)
E-Mail:	asingh@lgc.org	E-Mail:	kmeis@lgc.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)
- 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 funding for this contract is from the American Recovery and Reinvestment Act (ARRA). These funds have a deadline for expenditure of March 31, 2013. Based on this deadline, and on the complexity of the work to be performed, it is infeasible to meet the Scope of Work with civil service personnel.

**Payment Method**

- A. Reimbursement in arrears based on:
- Itemized Monthly       Itemized Quarterly       Flat Rate       One-time
- B. Advanced Payment
- C. Other, explain: Advance payment available only for financial subsidy accounts such as a Loan Loss Reserve.

**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**

Rates are concurrent with like services.

**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: \_\_\_\_\_
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?**

If yes, check appropriate box:       SB       MB       DVBE

**Is Contractor subcontracting any services?**

If yes, give company name and identify if they are a Small Business (SB), Micro Business (MB) and/or DVBE:

Renewable Funding	<input checked="" 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?       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
- ARRA term requirements/program with an federal extension

# 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 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 checked="" 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 checked="" type="checkbox"/> Attached
9. CEC 106, IT Component Reporting Form		<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