State of California **The Resources Agency of California**

M e m o r a n d u m

To: Secretariat **Date :** **May 22, 2013**

From: **California Energy Commission – Randy Roesser, Deputy Director**
1516 Ninth Street **Fuels and Transportation Division**
Sacramento CA 95814-5512

Subject: **Information Technology Purchase Order Contract**

A. Contractor/Vendor Name: Stanfield Services, Incorporated

B. Project Manager and/or Contact(s): Bob McBride

C. Term of Agreement: June 14, 2013 to May 31, 2015

D. Cost of Agreement and Funding Source: $177,789.31, funded from FY 2012-13 ERPA, Budget List #600.000FL

E. Purpose/Objective of Contract: This contract is to provide data management and quality consulting services to improve the accuracy of fuel demand forecasting models used to support the Integrated Energy Policy Report.

F. Summary of Work to be Performed (Attach as Exhibit A - Scope of Work): This contract will provide data management and consulting services to improve fuel demand forecasting for the Integrated Energy Policy Report. Data management and consulting services will include a Data Solutions Report, Preferred Solutions and Pre-processing Plan, as well as acquiring, and updating data for fuel demand forecasting models used at the Energy Commission.The Data Solutions Report will propose recommendations on how staff will update DynaSim data in the future.