

CONTRACT REQUEST FORM (CRF)



A) New Agreement 600-14-005 (To be completed by CGL Office)

B) Division	Agreement Manager:	MS-	Phone
600 Fuels and Transportation Division	Jennifer Masterson	44	916-654-4509

C) Contractor's Legal Name	Federal ID Number
Bevilacqua-Knight, Inc. (BKl)	94-2802034

D) Title of Project
Membership in the California Fuel Cell Partnership (CaFCP)

E) Term and Amount	Start Date	End Date	Amount
	1 / 1 / 15	6 / 30 / 15	\$ 87,800

F) Business Meeting Information

Operational agreement (see CAM Manual for list) to be approved by Executive Director

ARFVTP agreements under \$75K delegated to Executive Director.

Proposed Business Meeting Date	11 / 17 / 14	<input checked="" type="checkbox"/> Consent	<input type="checkbox"/> Discussion
Business Meeting Presenter		Time Needed:	minutes

Please select one list serve. Select

Agenda Item Subject and Description

Proposed resolution approving agreement 600-14-005 with Bevilacqua-Knight, Inc. for a one year membership in the California Fuel Cell Partnership (CaFCP) in the amount of \$87,800. BKl facilitates and coordinates the efforts of the CaFCP, including operational, financial, and project management. As a member, the Energy Commission will have a seat on the CaFCP's Steering Committee and will participate in the Working Group, Station Implementation Group, and other various committees.

G) California Environmental Quality Act (CEQA) Compliance

1. Is Agreement considered a "Project" under CEQA?
 Yes (skip to question 2) No (complete the following (PRC 21065 and 14 CCR 15378)):
 Explain why Agreement is not considered a "Project":
 Agreement will not cause direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment because the membership only funds the development of recommendations for policies and projects, with any demonstration projects or activities subject to separate approval.

2. If Agreement is considered a "Project" under CEQA:
 a) Agreement **IS** exempt. (Attach draft NOE)
 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 Agreement is exempt under the above section: _____

b) Agreement **IS NOT** exempt. (Consult with the legal office to determine next steps.)
 Check all that apply
 Initial Study Environmental Impact Report
 Negative Declaration Statement of Overriding Considerations
 Mitigated Negative Declaration

H) List all subcontractors (major and minor) and equipment vendors: (attach additional sheets as necessary)

Legal Company Name:	Budget	SB	MB	DVBE
	\$ 0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	\$ 0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	\$ 0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

I) List all key partners: (attach additional sheets as necessary)

Legal Company Name:

CONTRACT REQUEST FORM (CRF)

CEC-94 (Revised 01/13)

CALIFORNIA ENERGY COMMISSION

**J) Budget Information**

Funding Source	Funding Year of Appropriation	Budget List No.	Amount
ARFVTF	14/15	600.118D	\$87,800
Funding Source			\$
R&D Program Area: N/A		TOTAL:	\$87,800
Explanation for "Other" selection			
Reimbursement Contract #:		Federal Agreement #:	

K) Contractor's Administrator/ Officer

Contractor's Administrator/ Officer				Contractor's Project Manager			
Name:	Bob Knight			Name:	Bob Knight		
Address:	1000 Broadway, Suite 410			Address:	1000 Broadway, Suite 410		
City, State, Zip:	Oakland, CA 94607			City, State, Zip:	Oakland, CA 94607		
Phone:	510-444-8707	Fax:	510-463-2960	Phone:	510-444-8707	Fax:	510-463-2960
E-Mail:	gknight@bki.com			E-Mail:	gknight@bki.com		

L) Selection Process Used (For amendments, address amendment exemption or NCB, do not identify solicitation type of original agreement.)

Solicitation Select Type Solicitation #: _____ - _____ # of Bids: _____ Low Bid? No Yes
 Non Competitive Bid (Attach CEC 96)
 Exempt Membership

M) Contractor Entity Type

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)

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

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

O) Civil Service Considerations

Not Applicable (Agreement 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:**P) Payment Method**

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

Q) Retention

1. Is Agreement subject to retention? No Yes
 If Yes, Will retention be released prior to Agreement termination? No Yes



R) Justification of Rates
N/A

s) Disabled Veteran Business Enterprise Program (DVBE)
1. <input type="checkbox"/> Exempt (Interagency/Other Government Entity) 2. <input type="checkbox"/> Meets DVBE Requirements DVBE Amount:\$ <u>0</u> DVBE %: _____ <input type="checkbox"/> Contractor is Certified DVBE <input type="checkbox"/> Contractor is Subcontracting with a DVBE: <u>Name of DVBE Company</u> 3. <input type="checkbox"/> Contractor selected through CMAS or MSA with no DVBE participation. 4. <input checked="" type="checkbox"/> Requesting DVBE Exemption (attach CEC 95)

T) Miscellaneous Agreement 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"/> Other... _____ 5. Will a final report be required? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes 6. Is the Agreement, with amendments, longer than a year? If yes, why? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes

U) The following items should be attached to this CRF (as applicable)																								
<table style="width:100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">1. Exhibit A, Scope of Work</td> <td style="width: 10%; text-align: center;"><input type="checkbox"/> N/A</td> <td style="width: 20%; text-align: center;"><input checked="" type="checkbox"/> Attached</td> </tr> <tr> <td>2. Exhibit B, Budget Detail</td> <td style="text-align: center;"><input type="checkbox"/> N/A</td> <td style="text-align: center;"><input checked="" type="checkbox"/> Attached</td> </tr> <tr> <td>3. CEC 96, NCB Request</td> <td style="text-align: center;"><input checked="" type="checkbox"/> N/A</td> <td style="text-align: center;"><input type="checkbox"/> Attached</td> </tr> <tr> <td>4. CEC 30, Survey of Prior Work</td> <td style="text-align: center;"><input checked="" type="checkbox"/> N/A</td> <td style="text-align: center;"><input type="checkbox"/> Attached</td> </tr> <tr> <td>5. CEC 95, DVBE Exemption Request</td> <td style="text-align: center;"><input type="checkbox"/> N/A</td> <td style="text-align: center;"><input checked="" type="checkbox"/> Attached</td> </tr> <tr> <td>6. CEQA Documentation</td> <td style="text-align: center;"><input checked="" type="checkbox"/> N/A</td> <td style="text-align: center;"><input type="checkbox"/> Attached</td> </tr> <tr> <td>7. Resumes</td> <td style="text-align: center;"><input checked="" type="checkbox"/> N/A</td> <td style="text-align: center;"><input type="checkbox"/> Attached</td> </tr> <tr> <td>8. CEC 105, Questionnaire for Identifying Conflicts</td> <td style="text-align: center;"><input checked="" type="checkbox"/> N/A</td> <td style="text-align: center;"><input checked="" type="checkbox"/> Attached</td> </tr> </table>	1. Exhibit A, Scope of Work	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Attached	2. Exhibit B, Budget Detail	<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. CEQA Documentation	<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"/> N/A	<input checked="" type="checkbox"/> Attached
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Agreement Manager	Date	Office Manager	Date	Deputy Director	Date
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EXHIBIT A

Scope of Work

PURPOSE

The purpose of this agreement is to fund the Energy Commission's membership in the California Fuel Cell Partnership (CaFCP).

BACKGROUND:

The CaFCP is a voluntary public/private organization that is committed to promoting fuel cell vehicle (FCV) commercialization in California as a means of moving toward a sustainable energy future, increasing energy efficiency, and reducing or eliminating criteria pollutants and greenhouse gas emissions. Formed in 1999, the CaFCP is composed of vehicle manufacturers, energy companies, fuel cell technology companies, and government entities. The CaFCP value to the State of California is promoting and aiding the development and deployment of hydrogen fuels, advanced transportation technologies, and the needed advanced infrastructure that will help California to attain climate change policies and goals.

The CaFCP has three levels of membership: full membership, associate membership, and affiliate membership. The CaFCP operates by consensus decision of a Steering Team comprised of one representative of each full member. In order to provide funding for operating the common CaFCP expenses, each full member contributes a minimum of \$87,800 annually.

The 15 members of the Steering Committee have agreed to use Bevilacqua-Knight, Inc. (BKI) to provide the services required. The CaFCP selected BKI based on its unique qualifications in administering vehicle demonstration programs. Because CaFCP cannot enter into contracts, governmental entities pay their membership dues to BKI, who manages the funds under the direction of the CaFCP Steering Committee and who provides management services to facilitate and coordinate the cooperative efforts of the CaFCP, including operational, financial, contract, and project management services.

SCOPE OF WORK:

The Energy Commission will contribute \$87,800 annually to be used for the operating expenses of the CaFCP. The annual fee provides the Energy Commission full membership in the CaFCP, which entails the following:

- Participation on the CaFCP Steering Committee, Advisory Board, and Working Group;
- The opportunity to jointly make decisions that advance commercialization of fuel cell vehicles and hydrogen in California;
- A forum to collaborate with peers in the fuel cell and hydrogen community; and
- A high degree of visibility and recognition through CaFCP's outreach program.

STATE OF CALIFORNIA

**STATE ENERGY RESOURCES
CONSERVATION AND DEVELOPMENT COMMISSION**

RESOLUTION - RE: BEVILACQUA-KNIGHT, INC. (BKI)

RESOLVED, that the State Energy Resources Conservation and Development Commission (Energy Commission) adopts the staff CEQA findings contained in the Agreement Request Form; and

RESOLVED, that the Energy Commission approves Agreement 600-14-005 with **BEVILACQUA-KNIGHT, INC. (BKI)** for a one year membership in the California Fuel Cell Partnership (CaFCP) in the amount of **\$87,800**. BKI facilitates and coordinates the efforts of the CaFCP, including operational, financial, and project management. As a member, the Energy Commission will have a seat on the CaFCP's Steering Committee and will participate in the Working Group, Station Implementation Group, and other committees; and

FURTHER BE IT RESOLVED, that the Executive Director or his/her designee shall execute the same on behalf of the Energy Commission.

CERTIFICATION

The undersigned Secretariat to the Commission does hereby certify that the foregoing is a full, true, and correct copy of a Resolution duly and regularly adopted at a meeting of the California Energy Commission held on November 17, 2014.

AYE: [List of Commissioners]

NAY: [List of Commissioners]

ABSENT: [List of Commissioners]

ABSTAIN: [List of Commissioners]

Harriet Kallemeyn,
Secretariat