

**CONTRACT REQUEST FORM (CRF)**

CEC-94 (Revised 01/13)

CALIFORNIA ENERGY COMMISSION

A) New Agreement 600-14-006 (To be completed by CGL Office)

B) Division	Agreement Manager:	MS-	Phone
600 Fuels and Transportation Division	Andre Freeman	27	916-654-4162

C) Contractor's Legal Name	Federal ID Number
The Regents of the University of California (Irvine Campus)	95-2226406

D) Title of Project
Natural Gas Vehicle Incentive Project

E) Term and Amount	Start Date	End Date	Amount
	1 / 31 / 2015	6 / 30 / 2018	\$ 11,192,233

F) Business Meeting Information			
<input type="checkbox"/> Operational agreement (see CAM Manual for list) to be approved by Executive Director			
<input type="checkbox"/> ARFVTP agreements under \$75K delegated to Executive Director.			
Proposed Business Meeting Date	1 / 14 / 2015	<input type="checkbox"/> Consent	<input checked="" type="checkbox"/> Discussion
Business Meeting Presenter	Andre Freeman	Time Needed:	5 minutes
Please select one list serve. Altfuels (AB118- ARFVTP)			

Agenda Item Subject and Description
Possible approval of Agreement 600-14-006 with The Regents of the University of California for a \$11,192,233 contract to administer a natural gas vehicle incentive project and perform data collection and analysis showing the benefits that these incentives may provide to California.

G) California Environmental Quality Act (CEQA) Compliance
1. Is Agreement considered a "Project" under CEQA? <input type="checkbox"/> Yes (skip to question 2) <input checked="" type="checkbox"/> 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 this project is to implement a government funding mechanism.
2. If Agreement is considered a "Project" under CEQA: <input type="checkbox"/> a) Agreement <b>IS</b> exempt. (Attach draft NOE) <input type="checkbox"/> Statutory Exemption. List PRC and/or CCR section number: _____ <input type="checkbox"/> Categorical Exemption. List CCR section number: _____ <input type="checkbox"/> Common Sense Exemption. 14 CCR 15061 (b) (3) Explain reason why Agreement is exempt under the above section:  <input type="checkbox"/> b) Agreement <b>IS NOT</b> exempt. (Consult with the legal office to determine next steps.) Check all that apply <input type="checkbox"/> Initial Study <input type="checkbox"/> Environmental Impact Report <input type="checkbox"/> Negative Declaration <input type="checkbox"/> Statement of Overriding Considerations <input type="checkbox"/> 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:

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J) Budget Information			
Funding Source	Funding Year of Appropriation	Budget List No.	Amount
ARFVTF	2013/2014	601.118F	\$1,782,000
ARFVTF	2014/2015	601.118G	\$8,405,000
ARFVTF	2013/2014	600.118C	\$1,005,233
Funding Source			\$
Funding Source			\$
R&D Program Area:	Select Program Area	TOTAL:	\$11,192,233
Explanation for "Other" selection			
Reimbursement Contract #:		Federal Agreement #:	

K) Contractor's Administrator/ Officer				Contractor's Project Manager			
Name:	Natalie Nodianos			Name:	Craig Rindt		
Address:	5171 California Avenue			Address:	4000 Anteater Instruction and Research Bldg		
City, State, Zip:	Irvine, CA, 92697			City, State, Zip:	Irvine, CA 92697-3600		
Phone:	949-824-8109	Fax:	949-824-2094	Phone:	949-824-5989	Fax:	949-824-8385
E-Mail:	natalie.nodianos@uci.edu			E-Mail:	crindt@gmail.com		

L) Selection Process Used	
(For amendments, address amendment exemption or NCB, do not identify solicitation type of original agreement.)	
<input type="checkbox"/> Solicitation	Select Type    Solicitation #: _____ - _____ # of Bids: _____ Low Bid? <input type="checkbox"/> No <input type="checkbox"/> Yes
<input type="checkbox"/> Non Competitive Bid	(Attach CEC 96)
<input checked="" type="checkbox"/> Exempt	Interagency

M) Contractor Entity Type
<input type="checkbox"/> Private Company (including non-profits)
<input checked="" 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)

N) 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

O) Civil Service Considerations
<input checked="" type="checkbox"/> Not Applicable (Agreement 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.
<b>Justification:</b>

P) 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 checked="" type="checkbox"/> B. Advanced Payment
<input type="checkbox"/> C. Other, explain:

Q) Retention	
1. Is Agreement subject to retention?	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes
If Yes, Will retention be released prior to Agreement termination?	<input type="checkbox"/> No <input type="checkbox"/> Yes



**R) Justification of Rates**

Standard Energy Commission-University of California negotiated personnel and overhead rates for projects were applied.

**S) Disabled Veteran Business Enterprise Program (DVBE)**

1.  Exempt (Interagency/Other Government Entity)
2.  Meets DVBE Requirements      DVBE Amount:\$ 0      DVBE %: \_\_\_\_\_  
      Contractor is Certified DVBE  
      Contractor is Subcontracting with a DVBE: Name of DVBE Company
3.  Contractor selected through CMAS or MSA with no DVBE participation.
4.  Requesting DVBE Exemption (attach CEC 95)

**T) Miscellaneous Agreement 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 Agreement, with amendments, longer than a year? If yes, why?       No       Yes  
     Project will include multiple-years of research and administration of a vehicle incentive project.

**U) The following items should be attached to this CRF (as applicable)**

- |   |   |  |
|---|---|--|
| 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 checked="" type="checkbox"/> N/A | <input 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"/> Attached |

\_\_\_\_\_  
Agreement Manager

\_\_\_\_\_  
Date

\_\_\_\_\_  
Office Manager

\_\_\_\_\_  
Date

\_\_\_\_\_  
Deputy Director

\_\_\_\_\_  
Date

## Exhibit A SCOPE OF WORK

### TECHNICAL TASK LIST

Task #	CPR	Task Name
1		Administration
2	X	Incentive Program Development
3		Implement Incentive Project and Distribute Incentives
4		Website Development and Maintenance
5		Process Development and Promotion
6		Monitoring, Verification and Evaluation
7		Advanced Research into Natural Gas Vehicles for Transportation

### KEY NAME LIST

Task #	Key Personnel	Key Subcontractor(s)	Key Partner(s)
1	Craig Rindt, Stephen Ritchie		
2	Craig Rindt, Stephen Ritchie		
3	Craig Rindt, Stephen Ritchie		
4	Craig Rindt, Stephen Ritchie		
5	Craig Rindt, Stephen Ritchie		
6	Craig Rindt, Stephen Ritchie		
7	Craig Rindt, Stephen Ritchie		

### GLOSSARY

*Specific terms and acronyms used throughout this scope of work are defined as follows:*

Term/ Acronym	Definition
ARFVTP	Alternative and Renewable Fuel and Vehicle Technology Program
CCM	Commission Contract Manager

<b>Term/ Acronym</b>	<b>Definition</b>
CEC	California Energy Commission
CPR	Critical Project Review
FTD	Fuels and Transportation Division
ITS-Irvine	The Institute of Transportation Studies at the University of California, Irvine
NGVIP	Natural Gas Vehicle Incentive Project
Recipient	American Biodiesel, Inc. dba Community Fuels

## **BACKGROUND**

Assembly Bill (AB) 118 (Núñez, Chapter 750, Statutes of 2007), created the Alternative and Renewable Fuel and Vehicle Technology Program (ARFVTP). The statute authorizes the California Energy Commission (Energy Commission) to develop and deploy alternative and renewable fuels and advanced transportation technologies to help attain the state's climate change, clean air, and alternative energy policies. AB 8 (Perea, Chapter 401, Statutes of 2013) re-authorizes the ARFVTP through January 1, 2024. The ARFVTP has an annual budget of approximately \$100 million and provides financial support for projects that:

- Reduce California's use and dependence on petroleum transportation fuels and increase the use of alternative and renewable fuels and advanced vehicle technologies.
- Produce sustainable alternative and renewable low-carbon fuels in California.
- Expand alternative fueling infrastructure and fueling stations.
- Improve the efficiency, performance and market viability of alternative light-, medium-, and heavy-duty vehicle technologies.
- Retrofit medium- and heavy-duty on-road and non-road vehicle fleets to alternative technologies or fuel use.
- Expand the alternative fueling infrastructure available to existing fleets, public transit, and transportation corridors.
- Establish workforce training programs and conduct public outreach on the benefits of alternative transportation fuels and vehicle technologies.

## **GOALS and OBJECTIVES OF THE AGREEMENT**

The goals of this contract are to develop and implement a natural gas vehicle incentive project that will directly benefit California's economy and the environment by expanding the use of a domestically produced non-petroleum fuel that is a low-cost alternative to gasoline and diesel.

## **FORMAT/REPORTING REQUIREMENTS**

### **Deliverables/Reports**

When creating reports, the Contractor shall use and follow, unless otherwise instructed in writing by the Commission Contract Manager (CCM), the latest version of the Consultant Reports Style Manual published on the Energy Commission's web site:

[http://www.energy.ca.gov/contracts/consultant\\_reports/index.html](http://www.energy.ca.gov/contracts/consultant_reports/index.html)

Each final deliverable shall be delivered as one original, reproducible, 8 ½” by 11”, camera-ready master in black ink. Illustrations and graphs shall be sized to fit an 8 ½” by 11” page and readable if printed in black and white.

### **Electronic File Format**

The Contractor shall deliver an electronic copy (CD ROM or memory stick or as otherwise specified by the CCM) of the full text in a compatible version of Microsoft Word (.doc).

The following describes the accepted formats of electronic data and documents provided to the Energy Commission as contract deliverables and establishes the computer platforms, operating systems and software versions that will be required to review and approve all software deliverables.

- Data sets shall be in Microsoft (MS) Access or MS Excel file format.
- PC-based text documents shall be in MS Word file format.
- Documents intended for public distribution shall be in PDF file format, with the native file format provided as well.
- Project management documents shall be in MS Project file format.

### **Software Application Development**

If this scope of work includes any software application development, including but not limited to databases, websites, models, or modeling tools, contractor shall utilize the following standard Application Architecture components in compatible versions:

- Microsoft ASP.NET framework (version 3.5 and up) Recommend 4.0
- Microsoft Internet Information Services (IIS), (version 6 and up) Recommend 7.5
- Visual Studio.NET (version 2008 and up) Recommend 2010
- C# Programming Language with Presentation (UI), Business Object and Data Layers
- SQL (Structured Query Language)
- Microsoft SQL Server 2008, Stored Procedures Recommend 2008 R2
- Microsoft SQL Reporting Services Recommend 2008 R2
- XML (external interfaces)

Any exceptions to the Software Application Development requirements above must be approved in writing by the Energy Commission Information Technology Services Branch.

## **TASK 1- AGREEMENT MANAGEMENT**

### **Task 1.1 Kick-off Meeting**

The goal of this task is to establish the lines of communication and procedures for implementing this Agreement.

#### **The Contractor shall:**

- Attend a “kick-off” meeting with the CCM, the Contracts Officer, and a representative of the Accounting Office. The meeting will be held via Web-Ex or teleconference. The Contractor shall include their Project Manager, Contracts Administrator, Accounting Officer, and others designated by the CCM in this meeting. The administrative and technical aspects of this Agreement will be discussed at the meeting.

- If necessary, prepare an updated Schedule of Deliverables based on the decisions made in the kick-off meeting.

**The CCM shall:**

- Arrange the meeting including scheduling the date and time.
- Provide an agenda to all potential meeting participants prior to the kick-off meeting.

**Deliverables:**

- An Updated Schedule of Deliverables (if applicable)

**Task 1.2 Invoices**

**The Contractor shall:**

- Prepare invoices for all reimbursable expenses incurred performing work under this Agreement in compliance with the Exhibit B of the Terms and Conditions of the Agreement. Invoices shall be submitted with the same frequency as progress reports (task 1.4). Invoices must be submitted to the Energy Commission's Accounting Office.

**Deliverables:**

- Invoices

**Task 1.3 Manage Subcontractors**

The goal of this task is to ensure quality products, to enforce subcontractor Agreement provisions, and in the event of failure of the subcontractor to satisfactorily perform services, recommend solution to resolve the problem.

**The Contractor shall:**

- Manage and coordinate subcontractor activities. The Contractor is responsible for the quality of all subcontractor work and the Energy Commission will assign all work to the Contractor. If the Contractor decides to add new subcontractors, they shall 1) comply with the Terms and Conditions of the Agreement, and 2) notify the CCM who will follow the Energy Commission's process for adding or replacing subcontractors.

**Task 1.4 Progress Reports**

The goal of this task is to periodically verify that satisfactory and continued progress is made towards achieving the objectives of this Agreement.

**The Contractor shall:**

- Prepare progress reports which summarize all Agreement activities conducted by the Contractor for the reporting period, including an assessment of the ability to complete the Agreement within the current budget and any anticipated cost overruns. Each progress report is due within 15 calendar days after the end of the reporting period. The CCM will provide the format for the progress reports.

**Deliverables:**

- Monthly Progress Reports

**Task 1.5 Final Report**

The goal of this task is to prepare a comprehensive written Final Report that describes the original purpose, approach, results and conclusions of the work completed under this Agreement. The Final Report shall be prepared in language easily understood by the public or layperson with a limited technical background.

The Final Report must be completed before the termination date of the Agreement in accordance with the Schedule of Deliverables.

The Final Report shall be a public document. If the Contractor has obtained confidential status from the Energy Commission and will be preparing both a public and a confidential version of the Final Report, the Contractor shall perform the following subtasks for both the public and confidential versions of the Final Report.

**The Contractor shall:**

- Prepare the draft Final Report for this Agreement.
- Submit the draft Final Report for review and comment. The CCM will provide written comments to the Contractor. The Contractor shall review the comments and discuss any issues with the recommended changes with the CCM.
- Prepare and submit the Final Report, incorporating CCM comments.

**Deliverables:**

- Draft Final Report
- Final Report

**Task 1.6 Final Meeting**

The goal of this task is to discuss closeout of this Agreement and review the project.

**The Contractor shall:**

- Meet with Energy Commission staff prior to the term end date of this Agreement. The meeting will be held in Sacramento, CA and the CCM will designate the specific location. This meeting will be attended by the Contractor Project Manager and the CCM. The CCM will determine any additional appropriate meeting participants. The administrative and technical aspects of Agreement closeout will be discussed at the meeting.
- Present findings, conclusions, and recommended next steps (if any) for the Agreement, based on the information included in the Final Report.
- Prepare a written document of meeting agreements and unresolved activities.
- Prepare a schedule for completing the closeout activities for this Agreement, based on determinations made within the meeting.

**Deliverables:**

- Written documentation of meeting agreements
- Schedule for completing closeout activities

**TECHNICAL TASKS**

## **Task 2 Incentive Project Development**

The goal of this task is to develop and finalize program parameters, processes and procedures to successfully implement the Natural Gas Vehicle Incentive Program (NGVIP). ITS-Irvine shall consult with Energy Commission staff to finalize incentive program parameters and minimum requirements and then develop a written Program Processes, Procedures, and Application Manual. This manual will describe the roles of the Energy Commission, the Administrator (ITS-Irvine), and Purchasers participating in the NGVIP.

### **The Contractor shall:**

- Prepare a manual that includes at minimum:
  - A description of the steps for obtaining and utilizing incentives.
  - Process for vehicle purchasers to procure incentive vouchers.
  - Process for vehicle purchasers to redeem incentive vouchers.
  - Forms to facilitate incentive processing.
  - Forms to collect information for Task 6 analysis, minimally including:
    - Purchased vehicle make, model, engine type, miles per gallon and weight class
    - Replaced vehicle make, model, engine type, miles per gallon and weight class (if applicable)
    - Expected annual mileage
    - Fleet type (if applicable)

### **Deliverables:**

- Written Program Processes, Procedures, and Application Manual

**[CPR will be held during this Task.]**

## **Task 3 Implement Incentive Project and Distribute Incentives**

The goal of this task is to implement the NGVIP as described by the Program Processes, Procedures, and Application Manual developed during Task 2. In addition to executing these processes and procedures, ITS-Irvine will provide a toll-free hotline to answer questions from the public regarding the program. This hotline will be available during regular business hours and will use the Program Processes, Procedures, and Application Manual as the definitive source for answering the public's questions. Any questions that are not covered by the Manual will be referred to the Energy Commission for follow-up according to procedures agreed upon during Task 2.

### **The Contractor shall:**

- Release the Application Manual and Implement the NGVIP.
- Submit requests for additional vehicle incentive funding to meet near-term consumer demand per the Agreement, to be included with the monthly report.
- Establish and staff a toll-free hotline.

### **Deliverables:**

- Requests for ongoing vehicle incentive funding, to be included with the monthly report

## **Task 4 Process Development and Promotion**

The goal of this task is to provide information regarding the NGVIP to relevant vehicle purchaser groups, industry stakeholders, California air districts and other related regulatory agencies.

**The Contractor shall:**

- Develop and publish a step by step guide educating interested natural gas stakeholders about the NGVIP application and reimbursement process as developed in Task 2.
- Develop marketing materials at the direction of the CCM that describe the NGVIP to vehicle purchasers. It is expected that these materials will focus on the incentive process and its potential benefits to vehicle purchasers.
- Engage the natural gas industry as directed by the CCM to increase participation in the program. As with Task 4.2, it is expected that this effort will focus on illustrating how the NGVIP process can benefit the industry.
- Participate in at least one Energy Commission natural gas stakeholder workshop per year.

**Deliverables:**

- Step-by-step application guide
- Targeted marketing materials
- Workshop agenda

### **Task 5 Website Development and Maintenance**

The goal of this task is to develop and maintain a website that will report program status and application information to interested parties.

**The Contractor shall:**

- Develop a Project website that shall include, at a minimum, the following information:
  - Application manual
  - Toll-free hotline information
  - Summary statistics of program benefits (see task 6), including, but not limited to, air quality improvement, greenhouse gas emission reductions and petroleum use reductions.
  - List of eligible vehicle dealerships as provided by the CCM
  - List of eligible vehicles and/or engines as provided by the CCM
  - Near real-time status of funding for the program updated on a schedule to be agreed upon by ITS-Irvine and the CCM. We anticipate this reporting schedule to coincide with the monthly reports.
  - Consumer outreach and education materials
  - Online incentive application and redemption process. This will, at a minimum, permit vehicle purchasers to download the application forms developed in Task 2, that can be submitted to ITS-Irvine via mail for eligibility.

**Deliverables:**

- Completed Website Report

### **Task 6 Monitoring, Verification and Evaluation**

### **Task 6.1 Develop verification procedures and protocols**

The goal of this task is to provide ongoing monitoring and verification of incentives provided under the NGVIP and to provide recommendations for program revisions.

#### **The Contractor shall:**

- Develop plan to regularly select a statistically valid random sample of processed NGVIP incentives and verify all information provided on application materials.
- Develop plan to verify the vehicle ownership through vehicle registration records housed at the Energy Commission.

#### **Deliverables:**

- Verification plan

### **Task 6.2 Provide annual verification reporting**

The goal of this task is to implement verification process and report possible issues to Energy Commission staff. All enforcement activities will be determined and carried out by the Energy Commission.

#### **The Contractor shall:**

- At least annually, audit a sample of processed NGVIP applications for validity, as defined by Task 6.1.
- Annually, report and provide auditable records of program verification activities.
- As appropriate, provide program modification recommendations.

#### **Deliverables**

- NGVIP Verification Report(s) and findings
- Recommendations for program improvements to be included in monthly progress reports

### **Task 6.3 Analyze overall environmental and economic benefits to California**

The goal of this task is to analyze and report statistics collected through an NGVIP survey to allow the Energy Commission to analyze the program's overall environmental and economic benefits to California.

#### **The Contractor shall:**

- Analyze information reported on the mandatory NGVIP application forms including but not limited to:
  - Purchaser's vocation
    - Vehicle weight class
    - Conventional vehicle purchase price
    - Expected annual miles per vehicle
    - Typical vehicle service life (miles)
    - Fuel that this vehicle displaces
    - Vehicle fuel efficiency gasoline gallon equivalent or diesel gallon equivalent (MPG)
    - Vehicle VIN number
  - Purchaser's name
  - Purchaser's fleet location (City)
  - Vehicle type
  - Whether the purchased vehicle expands an existing fleet

- On a monthly basis, calculate program benefits including:
  - GHG emission reductions
  - Air quality improvements
  - Petroleum use reduction
- On a monthly basis, compile program statistics (periodic and cumulative to date) including:
  - Number of incentives (by incentive category as appropriate) distributed
  - Amount of incentives (by incentive category as appropriate) distributed
  - Number of incentives (by incentive category as appropriate) pending
  - Amount of incentives (by incentive category as appropriate) pending
  - Track and report geographic distribution of incentives, program statistics, and program benefits by county.
  - At least monthly, provide program statistics and benefits (periodic and cumulative to date) to Commission Contract Manager and update data on program website.

**Deliverables:**

- Provide program statistics in monthly reports and on the website
- Program summary statistics shall be included in the final report

**Task 7 Advanced Research into Natural Gas Vehicles for Transportation**

**Task 7.1 Enhanced Data Collection**

The goal of this task is to collect technology-specific deployment data as recommended in the benefits report.

**The Contractor shall:**

- Design questionnaires to support the enhanced data collection
- Obtain Institutional Review Board approval for all survey designs
- Solicit survey participants and administer surveys
- Process survey data for quality assurance and quality control
- Develop anonymized dataset for broader distribution

**Deliverables:**

- Anonymized datasets from all surveys

**Task 7.2 Modeling Natural Gas Vehicle Market Dynamics**

The goal of this task is to develop models for natural gas vehicle demand and link this information to policy recommendations for future ARFVTP actions.

**The Contractor shall:**

- Develop models of natural gas and alternative fuel vehicle demand
- Apply the models to specific policy questions identified by the ARFVTP Benefits Report

**Deliverables:**

- Recommendation Report suggesting improvements to the existing NGVIP and ARFVTP benefits evaluation methodologies

**Task 7.3 Enhancements to environmental and economic assessment**

The goal of this task is to develop a report which provides detailed **drive cycle information as collected by the in-vehicle survey device** from GPS and OBD-II systems.

**The Contractor shall:**

- Develop new economic and environmental assessment methods based on high-resolution data collected by in-vehicle survey devices

**Deliverables:**

- Report suggesting improvements to existing NGVIP and other alternative fuel vehicle program monitoring, verification, and evaluation methods

**SCHEDULE OF DELIVERABLES AND DUE DATES**

<b>Task Number</b>	<b>Deliverable</b>	<b>Due Date</b>
<b>1</b>		
1.1	An Updated Schedule of Deliverables	1/31/2015
1.2	Invoices	With progress report
1.4	Monthly Progress Reports	Monthly
1.5	<ul style="list-style-type: none"> <li>• Draft Final Report</li> <li>• Final Report</li> </ul>	11/30/2017 1/31/2018
1.6	<ul style="list-style-type: none"> <li>• Written documentation of meeting agreements</li> <li>• Schedule for completing closeout activities</li> </ul>	2/28/2018 2/28/2018
<b>2</b>	<ul style="list-style-type: none"> <li>• Written Program Processes, Procedures, and Application Manual</li> </ul>	4/30/2015
<b>3</b>	<ul style="list-style-type: none"> <li>• Requests for additional vehicle incentive funding</li> <li>• Publication and release of Application Manual</li> <li>• Establishment of Toll-Free Hotline</li> </ul>	As needed 5/15/2015 5/15/2015
<b>4</b>	<ul style="list-style-type: none"> <li>• Step-by-step application guide</li> <li>• Targeted marketing materials on an as-needed basis</li> <li>• Workshop agenda</li> </ul>	4/30/2015 As needed 4/30/2015
<b>5</b>	<ul style="list-style-type: none"> <li>• Completed Website Report</li> </ul>	5/31/2015
<b>6</b>		
6.1	<ul style="list-style-type: none"> <li>• Verification plan</li> </ul>	
6.2	<ul style="list-style-type: none"> <li>• NGVIP Verification Report(s) and findings</li> <li>• Recommendations for program improvements</li> </ul>	5/31/2015 With progress report
6.3	<ul style="list-style-type: none"> <li>• Provide program statistics in monthly reports and on the website</li> <li>• Program summary statistics shall be included in the final report</li> </ul>	With progress report  With Final Report
<b>7</b>		
7.1	<ul style="list-style-type: none"> <li>• Anonymized datasets from all surveys</li> </ul>	With Final Report
7.2	<ul style="list-style-type: none"> <li>• Recommendation Report</li> </ul>	With Final Report
7.3	<ul style="list-style-type: none"> <li>• Enhancement Report</li> </ul>	With Final Report

STATE OF CALIFORNIA

STATE ENERGY RESOURCES  
CONSERVATION AND DEVELOPMENT COMMISSION

RESOLUTION - RE: THE REGENTS OF THE UNIVERSITY OF CALIFORNIA, IRVINE

**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 600-14-006 with **The Regents of the University of California** for a **\$11,192,233** contract to administer a natural gas vehicle incentive project and perform data collection and analysis of the benefits that these incentives may provide to California. \$10,187,000 of this contract will be utilized for incentives that will directly support the deployment of natural gas vehicles in California; 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 January 14, 2015.

AYE: [List of Commissioners]

NAY: [List of Commissioners]

ABSENT: [List of Commissioners]

ABSTAIN: [List of Commissioners]

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Harriet Kallemeyn,  
Secretariat