



**CONTRACT REQUEST FORM (CRF)**

CEC-94 (Revised 10/2015)

CALIFORNIA ENERGY COMMISSION



J) Budget Information			
Funding Source	Funding Year of Appropriation	Budget List No.	Amount
Other	2016/2017	900.942	\$75,000
Funding Source			\$
R&D Program Area:	Select Program Area	TOTAL:	\$ 0
Explanation for "Other" selection		Special Deposit Fund Acct # 0942316-3360-1945-501 GSEP Mitigation	
Reimbursement Contract #:		Federal Agreement #:	

K) Contractor's Administrator/ Officer				Contractor's Project Manager			
Name:	John Miner/RESP			Name:	Brian Brazeal		
Address:	25 Main Street, Suite 103			Address:	25 Main Street, Suite 103		
City, State, Zip:	Chico, CA 95929-0870			City, State, Zip:	Chico, CA 95929-0870		
Phone:	530-898-6621	Fax:	- -	Phone:	530-898-6192	Fax:	- -
E-Mail:	jminer@csuchico.edu			E-Mail:	bcbrazeal@csuchico.edu		

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	Other Governmental Entity

M) Contractor Entity Type
<input type="checkbox"/> Private Company (including non-profits)
<input type="checkbox"/> CA State Agency (including UC and CSU)
<input checked="" 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 checked="" type="checkbox"/> A. Reimbursement in arrears based on:
<input type="checkbox"/> Itemized Monthly <input checked="" type="checkbox"/> Itemized Quarterly <input type="checkbox"/> Flat Rate <input type="checkbox"/> One-time
<input type="checkbox"/> B. Advanced Payment
<input type="checkbox"/> C. Other, explain:

Q) Retention	
1. Is Agreement subject to retention?	<input type="checkbox"/> No <input checked="" 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**

The amount of funds allocated for this agreement was determined in a proposal vetting process conducted by NextEra with sixteen affiliated tribes in a tribal working group forum.

**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     \_\_\_\_\_
- 5. Will a final report be required?       No       Yes
- 6. Is the Agreement, with amendments, longer than a year? If yes, why?       No       Yes  
 Term of funding is less than 2 years but longer than 1 year in order to produce the 26-minute documentary film

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

- 1. Exhibit A, Scope of Work       N/A       Attached
- 2. Exhibit B, Budget Detail       N/A       Attached
- 3. CEC 96, NCB Request       N/A       Attached
- 4. CEC 95, DVBE Exemption Request       N/A       Attached
- 5. CEQA Documentation       N/A       Attached
- 6. Resumes       N/A       Attached
- 7. CEC 105, Questionnaire for Identifying Conflicts       N/A       Attached

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

## EXHIBIT A

<b>Project Summary &amp; Scope of Work</b>
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### TASK LIST

Task #	Task Name
<b>PHASE 1: AGREEMENT MANAGEMENT</b>	
1.1	Kick-off Meeting
1.2	Invoices
1.3	Progress Reports
1.4	Final Meeting
<b>PHASE 2: TECHNICAL TASKS</b>	
2	Project Participant Meeting(s): Assume 6 meetings in various locales in the Southern California Desert
3	Draft Scripting and/or Storyboarding
4	Image and Sound Acquisition
<b>PHASE 3: PRODUCTION</b>	
5	First Draft Edit or First Draft Rough Cut with Final Script
6	Rough Cut with Captioning, Music, and other Audio laid in
7	Draft Final
8	Final Submittal
<b>PHASE 4: POST PRODUCTION</b>	
9	Wrap-up

### ACRONYMS/GLOSSARY

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

Acronym	Definition
ALVA	Advanced Laboratory for Visual Anthropology <sup>1</sup> , a department within California State University, Chico. "Contractor" refers to ALVA which will perform the work in Exhibit A.
BLM	Bureau of Land Management
CAM	Commission Agreement Manager
CAO	Commission Agreement Officer
CSU	California State University
MS	Microsoft
MW	Megawatt
GSEP	Genesis Solar Energy Project
PBS	Public Broadcasting Stations

<sup>1</sup> The CSU, Chico Research Foundation handles contractual matters of those CSU Chico faculty that wish to work on contracts that rely upon CSU facilities, equipment or personnel. ALVA is a subdivision of the CSU Chico Anthropology Department that relies upon the CSU Chico Foundation to handle its contractual affairs. When ALVA faculty work on CSU Chico Foundation contracts they are treated as employees of the CSU Chico Foundation.

## **BACKGROUND/PROBLEM STATEMENT**

The Genesis Solar Energy Project (GSEP) is licensed as a 250-megawatt (MW) solar thermal power generating facility owned by NextEra located in Riverside County, California, between the community of Desert Center and the City of Blythe. The GSEP is located on public land managed by the Bureau of Land Management (BLM). The project disturbance area, which includes both permanent and temporary disturbance, is approximately 1,819.5 acres, and includes approximately 1,727 acres for the plant site and approximately 70 acres for the linear facilities. The plant site includes the solar arrays, power blocks, power generating equipment, support facilities, and evaporation ponds. The linear facilities include a transmission line and an access road, natural gas pipeline, and a main access road connecting the GSEP plant site to the Wiley's Well Interchange off of I-10.

By November 16, 2011, a widely dispersed scatter of flaked stone and ground stone (manos and metates) artifacts, buried between 1 and 3 feet beneath the surface had been identified during construction grading in the eastern half (Unit 1) of GSEP. Based on subsequent controlled grading activities to identify the horizontal extent of the distribution the artifact distribution covers approximately 100 acres, though the boundaries remain uncertain. The artifacts likely represent resource processing activities along the former playa shoreline of Ford Dry Lake. Based on the lack of ceramics observed, these artifacts may date to the pre-ceramic period prior to circa 1000 AD. Several sites recorded in the vicinity during the Class III surveys yielded diagnostic projectile points relating to the early and middle Archaic periods.

After consulting with sixteen affiliated Tribes, the BLM and California Energy Commission (Energy Commission) instructed Genesis Solar to: 1) stop construction in Blocks 1-4 of Unit 1; 2) find the boundaries of the resource both horizontally and vertically; 3) determine if the resource could be avoided by redesigning the project; 4) determine if the resource is significant and therefore requires mitigation; and 5) propose what sort of mitigation measures might be appropriate. After further investigation it was determined that the project could not avoid the significant buried resource and that mitigation would be required.

Mitigation, required as a condition of certification in the Energy Commission's licensing decision for GSEP, resulted in a multi-million dollar package that was broken into three broad components: archaeological investigation, ethnographic investigation and public outreach. It was agreed between the BLM and the Energy Commission that both agencies would share oversight of the archaeological mitigation activities, that the BLM would have oversight of the ethnographic investigation, and that the Energy Commission would have oversight of the public outreach component.

As a result of the archaeological mitigation component some 3,000 artifacts were collected, studied and curated pursuant to federal regulation. A tribal working group was formed to work with the agencies and NextEra to implement the mitigation program. The tribal working group has repeatedly voiced dismay at the treatment of the federal collection of artifacts; in their words, curation erases their "footprint" from their ancestral lands. A part of the public component outreach includes the need for public education of

the resources that were removed from the project site and more specifically the interest and values that diverse people place upon the artifacts. This has been determined by the Energy Commission working in consultation with the affiliated tribes to best be achieved by a video production that explores the issues related to archeological investigation and curation of thousands of artifacts that provide insight into ancient tribal life-ways practiced thousands of years in an environment prone to periodic flood and drought.

## **GOAL OF THE AGREEMENT**

**The goal of this agreement is for the Contractor to produce a 26-minute long documentary film, which will highlight the rich prehistory of the Ford Dry Lake area.**

## **FORMAT/REPORTING REQUIREMENTS**

### **Deliverables/Reports**

When creating reports, the Contractor shall use and follow, unless otherwise instructed in writing by the Commission Agreement Manager (CAM), 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 CAM) of the full text in a compatible version of Microsoft (MS) 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 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, the Contractor shall utilize the following standard Application Architecture components in compatible versions:

- Microsoft ASP.NET framework (version 3.5 and up) Recommend 4.0
- MS 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.

## **PHASE 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 CAM, the Contract Agreement Officer (CAO), 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 CAM 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.
- Confirm first and second points of contact among Energy Commission and Contractor.
- Confirm a desired set of steps to identify and establish rapport with Native Americans, archaeologist, curators, regulators and representatives.
- Review and refine task schedule.
- Review a preliminary draft film outline that would be used to introduce video to project participants.

**The CAM 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:**

- Contact information
- List of background information needed by video production team to understand project nuances
- Preliminary draft film outline
- An updated Schedule of Deliverables

**Task 1.2 Invoices****The Contractor shall:**

- Prepare invoices for all reimbursable expenses incurred performing work under this Agreement in compliance with Exhibit C of the Terms and Conditions of the Agreement. Invoices shall be submitted with the same frequency as progress reports (Task 1.3). Invoices must be submitted to the Energy Commission's Accounting Office.

**Deliverables:**

- Invoices

**Task 1.3 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 quarterly 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 CAM will provide the format for the progress reports.

**Deliverables:**

- Progress Reports

**Task 1.4 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 via Web-Ex or teleconference. This meeting will be attended by the Contractor Project Manager and the CAM. The CAM will determine any additional appropriate meeting participants. The administrative and technical aspects of Agreement closeout will be discussed at the meeting.
- 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

**PHASE 2: TECHNICAL TASKS****Task 2 Project Participant Meeting(s): Assume 6 meetings in various locales in the Southern California Desert**

The goal of this task is to meet with tribes collectively and individually to gauge level of anticipated participation, identify any participant conditions and to develop participant points of contact.

**The Contractor shall:**

- Under guidance and advisement of the CAM, meet with Mohave, Chemehuevi, and Cahuilla tribes collectively and individually to gauge level of anticipated participation.
- Under guidance and advisement of the CAM, meet with other project participants collectively and individually to gauge level of anticipated participation.
- Identify any participant conditions.
- Develop participant points of contact.
- Create gap analysis identifying any project constraints and challenges and optional solutions to overcoming constraints and challenges
- Submit draft film outline to CAM for review and approval.
- Incorporate CAM's comments into the revised film outline.

**Deliverables:**

- Contact information
- Background information needed by video production team to understand project nuances
- Draft film outline and revised film outline incorporating CAM comments
- Gap analysis

**Task 3 Draft Scripting and/or Storyboarding**

The goal of this task is to provide a narrative or visual plan of the cinematic characteristics of the film describing or showing how Contractor plans to tell the story detailed in the revised draft film outline.

**The Contractor shall:**

- Create a narrative or visual plan of the cinematic characteristics of the film describing or showing how Contractor plans to tell the story detailed in the revised draft film outline.
- Include information about narration, moving images, still images, interviews, and audio information including songs, nature sounds.
- Revise gap analysis that would identify visual and audio material needed to complete film.
- Submit draft narrative or visual plan including narration, moving images, still images, interviews and audio information to CAM for review and approval, and incorporate CAM comments into a final narrative or visual plan.
- Begin copyright acquisition for still images or other images and audio material needed to complete film.

**Deliverables:**

- Revised gap analysis
- Draft narrative or visual cinematic characteristics plan and final narrative or visual cinematic characteristics plan incorporating CAM comments
- Written confirmation of progress on copyright acquisition

**Task 4 Image and Sound Acquisition**

The goal of this task is to begin filming.

**The Contractor shall:**

- Begin filming.
- Conduct Interviews.
- Secure Copyright Permissions.

**Deliverables:**

- Email or quarterly report documentation confirming progress on filing and interviews, with confirmation when filming and interviews are completed
- Written confirmation that copyright permissions are completed

**PHASE 3: PRODUCTION****Task 5 First Draft Edit or First Draft Rough Cut with Final Script**

The goal of this task is to assemble and edit the first draft of the video in consultation with project participants.

**The Contractor shall:**

- Begin draft rough cut and draft script.
- Submit first draft edit and first draft rough cut with final script to CAM for review and approval, and incorporate CAM comments into a revised draft edit, rough cut and final script.

**Deliverables:**

- Draft rough cut
- Draft script
- Revised rough cut and revised script, incorporating CAM comments

**Task 6 Rough Cut with Captioning, Music, and other Audio laid in**

The goal of this task is to review the results of Task 5.

**The Contractor shall:**

- Produce a rough cut version of the film with captioning, music and other audio laid in with project participants.
- Submit rough cut version of film to CAM for review and approval, and incorporate CAM comments into a revised rough cut version of the film.

**Deliverables:**

- Rough cut of film with all audio
- Revised rough cut version of the film incorporating CAM comments

**Task 7 Draft Final**

The goal of this task is to review the draft final version of the film.

**The Contractor shall:**

- Complete the draft final version of the film and submit draft final version of film to CAM for review and approval, and incorporate CAM comments into a revised draft final version of the film.

**Deliverables:**

- Draft final film
- Revised film incorporating CAM comments

**Task 8 Final Submittal**

The goal of this task is to complete a final 26-minute film highlighting archaeological research results and the voice of Mohave, Chemehuevi, and Cahuilla people.

**The Contractor shall:**

- Create a film that relates to the prehistory of the Ford Dry Lake area with the rich cultural histories of the tribes affiliated with the same area. The film will portray how artifacts have diverse meanings for differing people and how that diversity creates challenges for communities. Lastly, the film will portray specifically the Native American attachment to places and the objects that places contain in order to increase Southern California awareness of tribal positions vis-à-vis renewable energy facility construction and resulting potential harm to their cultural legacies. The film will have open captions in English for the hearing impaired and an audio description track for the visually impaired.
- Contractor will provide proper copyright information to the Energy Commission for any stock media that is used in the film.

**Deliverables:**

- Two master 3840 x 2160 ProRes 422 HQ QuickTime files delivered to the Energy Commission on hard disk as well as the raw footage on hard disk drive
- 50 standard definition DVDs in cases with four-colored covers
- 100 posters for promotion
- A detailed script
- Copyright information

**PHASE 4: POST PRODUCTION****Task 9: Wrap-up**

The goal of this task is to secure air time on public broadcasting stations (PBS) in the Southern California Area.

**The Contractor shall:**

- Secure air time on PBS in the Southern California Area.

**Deliverables:**

- Provide notice of air dates on PBS

## SCHEDULE OF DELIVERABLES AND DUE DATES

Task Number	Deliverable	Due Date
	<b>PHASE 1: AGREEMENT MANAGEMENT</b>	
1.1	<ul style="list-style-type: none"> <li>• Contact information</li> </ul>	Establish ASAP after contract Agreement signed
	<ul style="list-style-type: none"> <li>• List of background information needed by video production team to understand project nuances</li> </ul>	Establish ASAP after contract Agreement signed
	<ul style="list-style-type: none"> <li>• Preliminary draft film outline</li> </ul>	
	<ul style="list-style-type: none"> <li>• An updated Schedule of Deliverables</li> </ul>	If applicable
1.2	<ul style="list-style-type: none"> <li>• Invoices</li> </ul>	Quarterly with progress report
1.3	<ul style="list-style-type: none"> <li>• Progress Reports</li> </ul>	Quarterly with invoice
1.4	<ul style="list-style-type: none"> <li>• Written documentation of meeting agreements</li> <li>• Schedule for completing closeout activities</li> </ul>	
	<b>PHASE 2: TECHNICAL TASKS</b>	
2	<ul style="list-style-type: none"> <li>• Contact information</li> <li>• Background information needed by video production team to understand project nuances</li> <li>• Draft film outline and revised film outline incorporating CAM comments</li> <li>• Gap analysis</li> </ul>	90 Calendar days after Kickoff Meeting held
3	<ul style="list-style-type: none"> <li>• Revised gap analysis</li> <li>• Draft narrative or visual cinematic characteristics plan and final narrative or visual cinematic characteristics plan incorporating CAM comments</li> <li>• Written confirmation of progress on copyright acquisition</li> </ul>	15 Calendar days from receipt of project narrative/visual plan
4	<ul style="list-style-type: none"> <li>• Email or quarterly report documentation confirming progress on filing and interviews, with confirmation when filming and interviews are completed</li> <li>• Written confirmation that copyright permissions are completed</li> </ul>	90 Calendar days from approval of project narrative/visual plan
	<b>PHASE 3: PRODUCTION</b>	
5	<ul style="list-style-type: none"> <li>• Draft rough cut</li> <li>• Draft script</li> </ul>	60 Calendar days

	<ul style="list-style-type: none"> <li>Revised rough cut and revised script, incorporating CAM comments</li> </ul>	
6	<ul style="list-style-type: none"> <li>Rough cut of film with all audio</li> <li>Revised rough cut version of the film incorporating CAM comments</li> </ul>	30 Calendar days
7	<ul style="list-style-type: none"> <li>Draft final film</li> <li>Revised film incorporating CAM comments</li> </ul>	30 Calendar days
8	<ul style="list-style-type: none"> <li>Two master 3840 x 2160 ProRes 422 HQ QuickTime files delivered to the Energy Commission on hard disk as well as the raw footage on hard disk drive</li> <li>50 standard definition DVDs in cases with four-colored covers</li> <li>100 posters for promotion</li> <li>A detailed script</li> <li>Copyright information</li> </ul>	15 Calendar days
<b>PHASE 4: POST PRODUCTION</b>		
9	<ul style="list-style-type: none"> <li>Provide notice of air dates on PBS</li> </ul>	30 Calendar days

STATE OF CALIFORNIA

STATE ENERGY RESOURCES  
CONSERVATION AND DEVELOPMENT COMMISSION

RESOLUTION - RE: THE CSU, CHICO RESEARCH FOUNDATION

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

**RESOLVED**, that the Energy Commission approves Agreement 700-16-002 with The CSU, Chico Research Foundation for a \$75,000 contract to produce a 26-minute documentary highlighting the rich prehistory of the Ford Dry Lake area. The work authorized by this contract ensues from the Genesis Discovery Mitigation Plan and, upon completion, will fulfill a part of the required mitigations agreed to in consultation with project-affiliated tribes; 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 August 10, 2016.

AYE: [List of Commissioners]

NAY: [List of Commissioners]

ABSENT: [List of Commissioners]

ABSTAIN: [List of Commissioners]

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Cody Goldthrite,  
Secretariat