

**CONTRACT REQUESTS FORM (CRF)**

CEC-94 (07/10)

CALIFORNIA ENERGY COMMISSION


 New Contract       Amendment to Existing Contract: \_\_\_\_\_ Amendment Number: \_\_\_\_\_

Division	Contract Manager:	MS-	Phone	CM Training Date
Energy Research and Development	John Mathias	47	916-327-2381	10/18/2007

Contractor's Legal Name	Federal ID Number
Project Navigator, LTD	95-4672233

Title of Project
California Landfill-Based Solar Projects

Term	Start Date	End Date	Amount
New/Original Contract	6/30/2011	6/28/2013	\$ 120,000

Line up the Amendment information as best as possible within the following table.

Amendment #	End Date (mm/dd/yy)	Amount

### Business Meeting Information

Proposed Business Meeting Date	5/31/2011	<input type="checkbox"/> Consent	<input checked="" type="checkbox"/> Discussion
Business Meeting Presenter	John Mathias	Time Needed:	5 minutes

### Agenda Item Subject and Description

Possible approval of Contract 500-10-061 for \$120,000.00 with Project Navigator, LTD to study the effects of utility-scale Photovoltaic energy systems on landfill caps and to develop a guidance manual for the development of landfill-based photovoltaics. (PIER electricity funding.) Contact: John Mathias (5 minutes)

**Business Meeting approval is not required for the following types of contracts:** *Executive Director's signature is required in all cases.*

- Contracts less than \$10k (*Policy Committee's signature is also required*)
- Amendment for a no-cost time extension. Must be first extension, less than one year and original contract less than \$100k.
- Contracts less than \$25k for Expert Witness in Energy Facility licensing cases and amendments.

### Purpose of Contract or Purpose of Amendment, if applicable

The purpose of the proposed project is to determine whether placement of a self-ballasting PV solar racking system will have an effect on the performance of a closed landfill's cap. The effects on landfill settlement and power generation performance will be measured via a closely monitored series pilot experiment wherein single racks with PV modules will be placed in the field at a number of locations on a landfill cap. The information can be applied to permitting future PV systems on landfills. There are about 35,000 acres of landfill sites in the state that would be suitable for PV development.

### California Environmental Quality Act (CEQA) Compliance

- 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":
- 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 section number: 14 CCR 15306
    - Common Sense Exemption. 14 CCR 15061 (b) (3)

Explain reason why contract is exempt under the above section:  
Class 6 - Basic data collection, research, experimental management, and resource evaluation activities that do not result in major disturbances to an environmental resource.
  - 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.

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Budgets Information								
Contract Amount Funded		Breakdown by FY			Funding Sources			
Funding Source	Amount	FY	Amount	Approved?	Funding Source	FY	Budget List No.	Amount
ARFVTF	\$	10-11	\$120,000	Yes	PIER-E	09-10	501.027	\$120,000
ECAA	\$		\$					\$
State- ERPA	\$		\$					\$
Federal	\$		\$					\$
PIER - E	\$120,000		\$					\$
PIER - NG	\$		\$					\$
Reimbursement	\$		\$					\$
Other	\$		\$					\$
<b>TOTAL:</b>	<b>\$120,000</b>	<b>TOTAL:</b>	<b>\$120,000</b>		<b>TOTAL:</b>			<b>\$120,000</b>
Reimbursement Contract #:					Federal Agreement			

Contractor's Administrator/ Officer		Contractor's Project Manager	
Name:	Robert Potter	Name:	Robert Potter
Address:	1 Pointe Dr Ste 320	Address:	1 Pointe Dr Ste 320
City, State, Zip:	Brea, CA 92821-7626	City, State, Zip:	Brea, CA 92821-7626
Phone/ Fax:	714-388-1809 / 714-388-1839	Phone/ Fax:	714-388-1809 / 714-388-1839
E-Mail:	rpotter@projectnavigator.com	E-Mail:	rpotter@projectnavigator.com

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

Selection Process Used
<input checked="" type="checkbox"/> Solicitation RFP Solicitation #: 500-10-503 <input type="checkbox"/> Non Competitive Bid (Attach CEC 96) <input type="checkbox"/> Exempt Select Exemption

Civil Service Considerations
<input type="checkbox"/> Not Applicable (Contract is with a CA State Entity or a membership/co-sponsorship) <input checked="" 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>

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Payment Method			
<input checked="" type="checkbox"/> A. Reimbursement in arrears based on:			
<input checked="" type="checkbox"/> Itemized Monthly	<input 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:			

Retention			
1. Is contract subject to retention?			
	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	
If Yes, Do you plan to release retention prior to contract termination?			
	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes	

Justification of Rates
The rates for this agreement are within the range of rates for similar PIER agreements.

Disabled Veteran Business Enterprise Program (DVBE)
1. <input type="checkbox"/> Not Applicable
2. <input checked="" type="checkbox"/> Meets DVBE Requirements      DVBE Amount:\$ <u>10,000</u> DVBE %: <u>8.33</u>
<input type="checkbox"/> Contractor is Certified DVBE
<input checked="" type="checkbox"/> Contractor is Subcontracting with a DVBE: <u>Servitek Solutions, LLC</u>
3. <input type="checkbox"/> Requesting DVBE Exemption (attach CEC 95)

Is Contractor a certified Small Business (SB), Micro Business (MB) or DVBE?			
	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	
If yes, check appropriate box:			
	<input checked="" type="checkbox"/> SB	<input type="checkbox"/> MB	<input type="checkbox"/> DVBE

Is Contractor subcontracting any services?				
	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes		
If yes, give company name and identify if they are a Small Business (SB), Micro Business (MB) and/or DVBE:				
Servitek Solutions, LLC	<input type="checkbox"/> No	<input type="checkbox"/> SB	<input checked="" type="checkbox"/> MB	<input checked="" 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
	<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
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	<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
	<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?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
2. Will there be IT expenditures?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
3. Is the Contractor providing confidential information?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
4. Is the contractor going to purchase equipment?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
5. Check frequency of progress reports	<input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> _____	
6. Will a final report be required?	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
7. Is the contract, with amendments, longer than a year? If yes, why?	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
The Department of General Services has agreed to give the Commission blanket authority to execute multi-year contracts to support the Commission's RD&D Programs.		

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The following items should be attached to this CRF			
1. Scope of Work, Attach as Exhibit A.	<input type="checkbox"/> N/A	<input checked="" 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 checked="" type="checkbox"/> N/A	<input type="checkbox"/> Attached	
6. Draft CEQA Notice of Exemption (NOE)	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Attached	
7. Resumes	<input checked="" type="checkbox"/> N/A	<input 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