

CONTRACT REQUEST FORM (CRF)



New Contract 800-14-002 Amendment to Existing Contract: - - Amendment Number:

Division	Contract Manager:	MS-	Phone	CM Training Date
800 Electricity Supply Analysis Division	Ryan O. Eggers	22	916-651-2920	7/1/10

Contractor's Legal Name	Federal ID Number
Department of Parks and Recreation	68-0303606

Title of Project
Off Highway Vehicle Analysis Project

Term	Start Date	End Date	Amount
New/Original Contract	1 / 15 / 15	1 / 14 / 20	\$ 237,000

Line up the Amendment information as best as possible in the following boxes

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

Business Meeting Information			
Proposed Business Meeting Date	12/10/14	<input checked="" type="checkbox"/> Consent	<input type="checkbox"/> Discussion
Business Meeting Presenter	Ryan O. Eggers	Time Needed:	minutes

Agenda Item Subject and Description
 Possible approval of reimbursement Contract C14V0029/RMB800-14-003 to receive \$237,000 from the Department of Parks and Recreation over 5 fiscal years. The Energy Commission will provide the Department of Parks and Recreation vehicle count reports for four-wheel-drive and off-highway vehicles, which will be used for off-highway transportation planning purposes at state-owned parks and to support the Department's work on SB 853.

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- 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
 Improve and refine the California Energy Commissions' vehicle registration data processing methodology in order to identify and report on all four-wheel drive vehicles and all off-highway vehicles contained in the Department of Motor Vehicles' vehicle registration database. The Energy Commission will provide seven yearly reports to the Department of Parks and Recreation with three years worth of reports being provided in the first year and four subsequent reports being provided in the following years.

California Environmental Quality Act (CEQA) Compliance

1. 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":
 Contract will not cause direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment because it will only be providing descriptive statistics of vehicle populations.
2. 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: _____
 - Common Sense Exemption. 14 CCR 15061 (b) (3)
 Explain reason why contract is exempt under the above section: _____
 - 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.

CONTRACT REQUEST FORM (CRF)

CEC-94 (Revised 5/11)

CALIFORNIA ENERGY COMMISSION



Budgets Information								
Contract Amount Funded		Breakdown by FY			Funding Sources			
Funding Source	Amount	FY	Amount	Approved ?	Funding Source	FY	Budget List No.	Amount
ARFVTF	\$	14/15	\$97,000	No	Funding Source			\$
ECAA	\$	15/16	\$35,000	No	Funding Source			\$
State- ERPA	\$	16/17	\$35,000	No	Funding Source			\$
Federal	\$	17/18	\$35,000	No	Funding Source			\$
PIER - E	\$	18/19	\$35,000	No	Funding Source			\$
PIER - NG	\$		\$	No	Funding Source			\$
Reimbursement	\$237,000		\$	No	Funding Source			\$
RRTF	\$		\$	No	Funding Source			\$
Other:	\$		\$	No	Other:			\$
TOTAL: \$237,000		TOTAL: \$237,000			TOTAL: \$ 0			
Reimbursement	\$237,000				Federal Agreement #:			

Contractor's Administrator/ Officer		Contractor's Project Manager	
Name:	Maria Mowrey	Name:	Tom Bernardo
Address:	1725 23 rd Street, Suite 200	Address:	1725 23 rd Street, Suite 200
City, State, Zip:	Sacramento, California 95816	City, State, Zip:	Sacramento, California 95816
Phone/ Fax:	916-445-2712 / 916-324-1610	Phone/ Fax:	916-327-5698 / 916-324-1610
E-Mail:	maria.mowrey@parks.ca.gov	E-Mail:	tom.bernardo@parks.ca.gov

Contractor Is

- 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)

Selection Process Used

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

Civil Service Considerations

- Not Applicable (Contract 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:**Payment Method**

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



Retention		
1. Is contract subject to retention?	<input checked="" type="checkbox"/> No	<input 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
Amounts based on prior yearly amounts provided for this work and estimated hours of staff time needed to complete this work.

Disabled Veteran Business Enterprise Program (DVBE)	
1. <input checked="" type="checkbox"/> Not Applicable	
2. <input type="checkbox"/> Meets DVBE Requirements	DVBE Amount:\$ _____ DVBE %: _____
<input type="checkbox"/> Contractor is Certified DVBE	
<input type="checkbox"/> Contractor is Subcontracting with a DVBE:	_____
3. <input type="checkbox"/> Contractor selected through CMAS or MSA with no DVBE participation.	
4. <input type="checkbox"/> Requesting DVBE Exemption (attach CEC 95)	

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

Is Contractor subcontracting any services?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
If yes, give company name and identify if they are a Small Business (SB), Micro Business (MB) and/or DVBE:		
	<input type="checkbox"/> No	<input type="checkbox"/> SB <input type="checkbox"/> MB <input type="checkbox"/> DVBE
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Miscellaneous Contract 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 checked="" type="checkbox"/> Annual Meetings	
5. Will a final report be required?	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
6. Is the contract, with amendments, longer than a year? If yes, why?	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
Department of Parks and Recreations requires data through FY 18/19		

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
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5. CEC 95, DVBE Exemption Request	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Attached
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7. Resumes	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Attached
8. CEC 105, Questionnaire for Identifying Conflicts		<input checked="" type="checkbox"/> Attached
9. CEC 106, IT Component Reporting Form		<input type="checkbox"/> Attached

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Presiding Policy Committee Date Associate Policy Committee Date Executive Director Date

STANDARD AGREEMENT

STD 213 (Rev 06/03)(CA ST PKS, EXCEL 10/20/2004)

AGREEMENT NUMBER

C14V0029

REGISTRATION NUMBER

1. This Agreement is entered into between the State Agency and Contractor named below:

STATE AGENCY'S NAME

Department of Parks and Recreation

CONTRACTOR'S NAME

California Energy Commission

2. The term of this Agreement is: January 15, 2015 through January 14, 2020

3. The maximum amount of this Agreement is: \$ 237,000.00
Two Hundred Thirty Seven Thousand and NO/100 Dollars

4. The parties agree to comply with the terms and conditions of the following exhibits which are by this reference made a part of the Agreement.

Exhibit A - Scope of Work	1 page(s)
Exhibit A - Attachment 1, Detailed Scope of Work	6 page(s)
Exhibit A - Attachment 1.1, Deliverables and Due Dates	1 page(s)
Exhibit B - Budget Detail and Payment Provisions	1 page(s)
Exhibit B - Attachment 1 Detailed Cost Breakdown	1 page(s)
Exhibit C* - General Terms and Conditions	GIA 610

Check mark one item below as Exhibit D:

- Exhibit - D Special Terms and Conditions (Attached hereto as part of this agreement) page(s)
- Exhibit - D* Special Terms and Conditions

Exhibit E - Additional Provisions pages

Items shown with an Asterisk (*), are hereby incorporated by reference and made part of this agreement as if attached hereto.
These documents can be viewed at www.ols.dgs.ca.gov/Standard+Language

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

CONTRACTOR

CONTRACTOR'S NAME (if other than an individual, state whether a corporation, partnership, etc.)

California Energy Commission

BY (Authorized Signature)

DATE SIGNED(Do not type)

PRINTED NAME AND TITLE OF PERSON SIGNING

ADDRESS

1516 Ninth Street, MS-18

Sacramento, California 95814

STATE OF CALIFORNIA

AGENCY NAME

Department of Parks and Recreation

BY (Authorized Signature)

DATE SIGNED(Do not type)

PRINTED NAME AND TITLE OF PERSON SIGNING

Kristal Brown

ADDRESS

P.O. Box 942896

Sacramento, California 94296

California Department of General
Services Use Only Exempt per:

CONTRACTOR STATE AGENCY DEPT. OF GEN.SER. CONTROLLER ACCOUNTING SVS.

**EXHIBIT A
(Interagency Agreement)**

SCOPE OF WORK

1. California Energy Commission agrees to provide the following services:
 Develop and refine the California Energy Commissions' (CEC) Vehicle Registration (VR) Data Processing Methodology in order to identify and process all four-wheel drive (4WD) vehicles and all off-highway vehicles (OHV's) contained in the Department of Motor Vehicles' (DMV) VR databases. Services will be provided in accordance with specifications outlined in Exhibit A, Attachment 1 (*Detailed Description of Work*), Exhibit A, Attachment 1.1 (*Deliverables and Due Dates*), and Exhibit B, Attachment 1 (*Detailed Cost Breakdown*), which are attached hereto as part of this agreement.

2. The Department of Parks and Recreation (DPR) agrees to provide the following services:
 Supply requests for data specific information to California Vehicle Registration that are generated by the Department, other public agencies and the general public.

3. The project representatives during the term of this Agreement will be:

Requesting Agency:	Department of Parks and Recreation	Providing Agency:	California Energy Commission
Attention:	Maria Mowrey	Attention:	Ryan O. Eggers
Phone:	916-445-2712	Phone:	916-651-2920
Fax:	916-324-1610	Fax:	916-654-4423
Email:	maria.mowrey@parks.ca.gov	Email:	reggers@energy.ca.gov

Direct all inquiries to:

Requesting Agency:	Department of Parks and Recreation	Providing Agency:	California Energy Commission
Section/Unit:	Off-Highway Motor Vehicle Recreation	Section/Unit:	Contracts Office
Attention:	Tom Bernardo	Attention:	Gina Archuleta
Address:	1725 23 rd Street, Suite 200	Address:	1516 Ninth Street, MS-18
City/State/Zip Code:	Sacramento, California 95816	City/State/Zip Code:	Sacramento, CA 95814
Phone:	916-327-5698	Phone:	916-654-4381
Fax:	916-324-1610	Fax:	916-654-4423
Email:	tom.bernardo@parks.ca.gov	Email:	gina.archuleta@energy.ca.gov

**Exhibit A
Attachment 1**

Off Highway Vehicle Analysis Project

Detailed Description of Work

Analysis of DMV Vehicle Registration Data: 4-Wheel Drive and Off-Highway Vehicles

The purpose of this Agreement between the Department of Parks and Recreation (Parks) and the California Energy Commission (Commission) is to improve and refine the Commission's vehicle registration (VR) data processing methodology in order to identify four-wheel-drive (4-WD) vehicles and all off-highway vehicles (OHVs) contained in the Department of Motor Vehicles' (DMV) VR database (hereinafter, "file passes"). Among other uses, this effort will support Parks' off-highway facilities objectives of the Off-Highway Motor Vehicle Recreation Program. During the five fiscal years (FYs) of this Agreement, the following reports will be generated: FY 12/13, FY-13/14, and FY-14/15 will be generated in the first year of work; followed by FY 15/16, FY 16/17, FY 17/18, and FY 18/19. The tasks to be addressed by this Agreement are defined below.

DATA CONFIDENTIALITY

Commission shall treat the data contained in the DMV file passes and the results generated under this Agreement as confidential data pursuant to the Commission's confidential data requestor agreement with DMV (DMV Account Requestor Code No. J3427). A copy of this agreement is available upon request. No record level information shall be distributed via this agreement and any aggregated tabulations of the data with location information lower than the county level shall require DMV approval before distribution.

TASKS

The Commission shall ensure that the following tasks are completed:

Task 1. Contract Management

Description: At the start of this Agreement, the Commission shall host a "Kick-Off" meeting. This meeting will serve as an introduction between Parks and Commission staffs involved with this project. During the meeting, respective management will define the roles the participants will provide to the project to avoid any participants being overlooked if issues arise. Issues and concerns shall be documented and later distributed by the Commission project manager. The Commission project manager shall also document and distribute a list of the members of staff, both of the Commission and Parks, who will be involved with the project, along with their respective roles. Any changes to staff involved with this program, or their role in the project, shall be reported to the program representative of each party within a two week period.

In each of the five fiscal years of this Agreement, Commission shall provide a final report that describes its analysis process, including documenting any exogenous information and supporting

assumptions upon which the process relies. The final report shall document all components of the methodology developed to process data objectives specified in this task. It shall also include in its appendices: (a) the Statistical Analysis System (SAS) programming code, and (b) an associated flowchart that details each program step of the process.

In each of the five fiscal years of this Agreement, Commission staff performing this work shall be available to answer questions and feedback from Park's staff regarding the work performed on any of the tasks listed in the Agreement.

Task 2. Identification of Four-Wheel-Drive (4-WD) Vehicles:

Description: Parks has a legislative mandate to determine the demand for parks and off-highway facilities throughout the state. This demand is driven largely by owners of four wheel drive (4-WD) vehicles. For the purposes of this agreement, 4-WD vehicles are vehicles that have a drivetrain that allows torque to be delivered to any and all of the four wheels of a standard four wheel vehicle (this includes, but is not limited, to all wheel drive, four wheel drive, 4X4, and independent wheel drive vehicles). Consequently, information regarding (i) the population of 4-WD vehicles in California, and (ii) an assessment of the ownership trends of such vehicles over time, are essential to fulfill this mandate, but is not native information to the DMV file passes. The Commission will conduct an analysis of Vehicle Identification Numbers (VINs) for the purpose of updating their 4-WD identification process to recognize and interpret DMV records to obtain this information in each of the specified file passes. It should be noted that these vehicles often have on-road vehicle licenses and the potential users of off-road facilities cannot be identified by other means. As part of this work, analysis will also be conducted to classify these vehicles into Commission vehicle "Class" grouping for later tabulation use. Because of the immense number of potential vehicles that require analysis (over 28 million active vehicles in California in 2013) and the potential for data error via the source information for VIN analysis and the DMV information itself, all information developed in this agreement shall be referred to as an estimate of the population in question.

Using the Commission analysis process for these vehicles, the Commission will compile and tabulate all 4-WD vehicle records contained in these DMV file passes for the purpose of creating 4WD vehicle reports that will be later analyzed by Parks staff to support work on the Off-Highway Motor Vehicle Recreation Program. Commission shall provide the results in EXCEL format. These reports include: (1) 4-WD vs. 2-WD (a report that tabulates the number of 4-WD and 2-WD vehicles by Class and Vintage); (2) 4-WD MCV (a tabulated report which lists the number of 4-WD vehicles by make, class, and vintage); (3) 4-WD MSMCV (a tabulated report which lists the number of 4-WD vehicles by make, series, model, class, and vintage);(4) 4-WD vs. 2-WD MSV (report that tabulates the number of 4-WD and 2-WD vehicles by make, series, and vintage; and (5) 4-WD MSMCV County (tabulated report which lists the number of 4-WD vehicles by make, series, model, class, vintage, and county). The products in this section will be considered non-confidential and can be published and distributed by Parks.

Deliverables: In each of the five fiscal years of this Agreement, Commission will provide

- Draft of EXCEL numerical reports for the specified Fiscal Year:

- 1) 4-WD vs. 2-WD
 - 2) 4-WD MCV
 - 3) 4-WD MSMCV
 - 4) 4-WD 2-WD by MSV
 - 5) 4-WD MSMCV County
- Final of EXCEL numerical reports for the Specified VR File Passes
 - 1) 4-WD vs. 2-WD
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 - 4) 4-WD vs. 2-WD by MSV
 - 5) 4-WD MSMCV County

In the event that the Draft versions of the reports are deemed acceptable by Parks, the latest Draft version of a given report will become the Final version, eliminating the need to send another copy. These files shall be delivered in electronic form via email attachment to the Parks program lead. The Commission reserves the right to publish findings from this data in the event that it may find the information useful in its own analysis of fuel consumption and vehicle ownership, but shall be required to cite this data as obtained via Interagency Agreement with the Department of Parks and Recreation.

Task 3. Identification of Off-Highway Vehicles (OHVs):

Description: Pursuant to its scope of operations, Parks requires information on the population and characteristics of registered OHVs in California. To obtain this information, Commission shall analyze OHV license type records from each of the specified DMV VR file passes. Commission shall then use its pre-developed analysis and tabulation process to compile and report on OHVs contained in the specified DMV VR file passes for a given fiscal year. To the greatest extent possible, the classes of OHVs to be identified shall include, but are not necessarily limited to, the following: Off-highway motorcycles, all-terrain vehicles (ATVs), snowmobiles, dune-buggies, sand-rails, off-road golf carts, recreational use vehicles (RUVs), recreational off-highway vehicles (ROV), and go-carts. Before the start of each fiscal year, the Parks program manager and the Commission program manager shall finalize a list of OHV classes and categories that will serve as the final list of OHV vehicle categories and classes that will be used to generate reports. Work on the reports will not start until this list is finalized by both Parks and the Commission. For each of these vehicle categories, and to the greatest extent possible, Commission shall identify the following vehicle details: make, model, series, vintage, engine displacement, and engine cycles (2 stroke, 4 stroke, or unknown).

Commission shall report all numerical results using EXCEL spreadsheet formats approved by Parks. Reports to be generated from this work are: (1) OHV Summary (this report tabulates OHV vehicles by vehicle category and by vehicle class for the entire state), (2) CNTYBT (this report tabulates the OHV vehicles by class and county), (3) CNTY-MC-CYCLES (this report tabulates OHV motorcycles by county and engine cycle), (4) MSMBT (this report tabulates OHV vehicles by

their make, model, series, engine displacement, engine cycles and class for California as a whole), (5) MSMBTV (this report tabulates OHV vehicles by their make, model, series, engine displacement, engine cycles, class, and vintage for California as a whole), (6) Various-MMBT (this report tabulates the vehicles in the OHV portion of the database that could not be identified by Commission analysis by their reported make and vehicle class for California as a whole), (7) Red/Green Sticker (this report tabulates the number of "red" sticker OHV motorcycles and "green" sticker motorcycles by county). The products in this section will be considered non-confidential and can be published and distributed by Parks.

Deliverables: In each of the five fiscal years of this Agreement, Commission will provide

- Draft of EXCEL numerical reports for the specified fiscal year:
 - 1) OHV Summary
 - 2) CNTYBT
 - 3) CNTY-MC-CYCLES
 - 4) MSMBT
 - 5) MSMBTV
 - 6) Various-MMBT
 - 7) Red/Green Sticker

- Final of EXCEL numerical reports for the specified VR file passes
 - 1) OHV Summary
 - 2) CNTYBT
 - 3) CNTY-MC-CYCLES
 - 4) MSMBT
 - 5) MSMBTV
 - 6) Various-MMBT
 - 7) Red/Green Sticker

In the event that the Draft versions of the reports are deemed acceptable by Parks, the latest Draft version of a given report shall become the Final version, eliminating the need to send another copy. These tables shall be delivered in electronic form via email attachment to the Parks program lead. The Commission reserves the right to publish findings from this data in the event that it may find the information useful for its own analysis of fuel consumption and vehicle ownership, but shall be required to cite this data as obtained via Interagency Agreement with the Department of Parks and Recreation.

Task 4: Identification of On-Road Motorcycles

Description: Pursuant to its scope of operations, Parks requires information on the population and characteristics of registered off-highway vehicles (OHVs) in California. Yet, like on road 2-WD and 4-WD vehicles, some registered on-road motorcycles have the potential to be used off road as well. To gain a better understanding of this population, Commission shall analyze on-road motorcycles records from each of the specified DMV VR file passes. Commission shall then use its

analysis and tabulation processes to compile and report on on-road motorcycles contained in the specified DMV VR file passes for a given fiscal year. Before the start of each fiscal year, the Parks program manager and the Commission program manager shall finalize a list of on-road motorcycle classes and categories that will serve as the final list of on-road motorcycle categories that will be used to generate reports. Work on the reports will not start until this list is finalized by both Parks and the Commission. For each of these vehicle categories, and to the greatest extent possible, Commission shall identify the following vehicle details: make, model, series, vintage, engine displacement, and engine cycles (2 stroke, 4 stroke, or unknown).

Commission shall report all numerical results using EXCEL spreadsheet formats approved by Parks. Reports to be generated from this work are: (1) On-Road Motorcycles Summary (this report tabulates on-road motorcycles by category and class for the entire state), (2) ORM CNTYBT (this report tabulates the on-road motorcycles by class and county), (3) ORM CNTY-MC-CYCLES (this report tabulates on-road motorcycles by county and engine cycle), (4) ORM MSMBT (this report tabulates on-road motorcycles by their make, model, series, engine displacement, engine cycles and class for California as a whole), (5) ORM MSMBTV (this report tabulates on-road motorcycles by their make, model, series, engine displacement, engine cycles, class, and vintage for California as a whole), and (6) ORM Various-MMBT (this report tabulates the vehicles in the on-road motorcycles portion of the database that could not be identified by Commission analysis by their reported Make and vehicle class for California as a whole). The products in this section will be considered non-confidential and can be published and distributed by Parks.

Deliverables: In each of the five fiscal years of this Agreement, Commission will provide

- Draft of EXCEL Numerical reports for the specified Fiscal Year:
 - 1) On-Road Motorcycles Summary
 - 2) ORM CNTYBT
 - 3) ORM CNTY-MC-CYCLES
 - 4) ORM MSMBT
 - 5) ORM MSMBTV
 - 6) ORM Various-MMBT
- Final of EXCEL Numerical reports for the Specified VR File Passes
 - 1) On-Road Motorcycles Summary
 - 2) ORM CNTYBT
 - 3) ORM CNTY-MC-CYCLES
 - 4) ORM MSMBT
 - 5) ORM MSMBTV
 - 6) ORM Various-MMBT

In the event that the Draft versions of the reports are deemed acceptable by Parks, the latest Draft version of a given report shall become the Final version, eliminating the need to send another copy. These tables shall be delivered in electronic form via email attachment to the Parks program

lead. The Commission reserves the right to publish findings from this data in the event that it may find the information useful for its own analysis of fuel consumption and vehicle ownership, but shall be required to cite this data as obtained via Interagency Agreement with the Department of Parks and Recreation.

Task 5: Ad-Hoc Data Reports

Description: Throughout the service period of this Agreement, at Parks' request and direction, the Commission shall present a number of special data reports (not to exceed five per FY). These reports will be restricted to information processed in Tasks 2 through 4 and shall not require additional data generation and/or research time by Commission staff. If available and useful, Commission staff shall use data provided by Parks in generating ad-hoc. Written descriptions and authorizations by the Parks project manager via email shall be required before work will be undertaken on this task.

Deliverables: 5 Ad-Hoc data reports per fiscal year based on Task 2 through 4 data as specified by the Parks project manager.

**EXHIBIT B
(Interagency Agreement)**

BUDGET DETAIL AND PAYMENT PROVISIONS

1. Invoicing and Payment

- A. For services satisfactorily rendered, and upon receipt and approval of the invoices, the Department of Parks and Recreation agrees to compensate the California Energy Commission for actual expenditures incurred in accordance with the rates specified in Detailed Cost Breakdown, marked Exhibit B, Attachment 1, which is attached hereto and made a part of this Agreement.
- B. Invoices shall include the Agreement Number and shall be submitted in triplicate not more frequently than monthly in arrears to:

Off-Highway Motor Vehicle Recreation Division
1725 23rd Street, Suite 200
Sacramento, California 95816

2. Budget Contingency Clause

- A. It is mutually agreed that if the Budget Act of the current year and/or any subsequent years covered under this Agreement does not appropriate sufficient funds for the program, this Agreement shall be of no further force and effect. In this event, the State shall have no liability to pay any funds whatsoever to Contractor or to furnish any other considerations under this Agreement and Contractor shall not be obligated to perform any provisions of this Agreement.
- B. If funding for any fiscal year is reduced or deleted by the Budget Act for purposes of this program, the State shall have the option to either cancel this Agreement with no liability occurring to the State, or offer an agreement amendment to Contractor to reflect the reduced amount.

3. Payment

- A. Costs for this agreement shall be computed in accordance with State Administrative Manual Sections 8752 and 8752.1.
- B. Nothing herein contained shall preclude advance payments pursuant to Article 1, Chapter 3, Part 1, Division 3, Title 2 of the Government Code of the State of California.

**Exhibit B
Attachment 1**

Detailed Cost Breakdown

Fiscal Year	Deliverables		Costs
FY 14/15	Full completion of Tasks 1,2,3,4, and 5 for FY 12/13, 13/14, and 14/15 filepasses*		\$97,000
FY 15/16	Full completion of Tasks 1,2,3,4, and 5 for the FY 15/16 filepass		\$35,000
FY 16/17	Full completion of Tasks 1,2,3,4, and 5 for the FY 16/17 filepass		\$35,000
FY 17/18	Full completion of Tasks 1,2,3,4, and 5 for the FY 17/18 filepass		\$35,000
FY 18/19	Full completion of Tasks 1,2,3,4, and 5 for the FY 18/19 filepass		\$35,000
		Total	\$237,000

*The first fiscal year will include two catch up years, 12/13 and 13/14 as well as the current fiscal year 14/15.

PAYMENT TERMS

The California Energy Commission shall bill a lump sum of \$97,000/\$35,000 respectively and annually at the time the annual deliverables are submitted to the Department of Parks and Recreation.

STATE OF CALIFORNIA

STATE ENERGY RESOURCES
CONSERVATION AND DEVELOPMENT COMMISSION

RESOLUTION - RE: DEPARTMENT OF PARKS AND RECREATION

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 Reimbursement Agreement C14V0029/**RMB800-14-002** to receive **\$237,000** from the Department of Parks and Recreation over five fiscal years. The Energy Commission will provide the Department of Parks and Recreation vehicle count reports for four-wheel-drive and off-highway vehicles, which will be used for off-highway transportation planning purposes at state-owned parks and to support the Department's work on SB 853; 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 December 10, 2014

AYE: [List of Commissioners]

NAY: [List of Commissioners]

ABSENT: [List of Commissioners]

ABSTAIN: [List of Commissioners]

Harriet Kallemeyn,
Secretariat