

GRANTS/CONTINGENT AWARD REQUEST



To: Grants and Loans Office

Date: 4/12/2012

Project Manager: Chris Scruton

Phone Number: 916-327-2341

Office: Energy Efficiency Research Office

Division: Energy Research and Development

MS- 51

Project Title: Demonstration of Field Effectiveness of Classroom Single Zone VAV Units

Type of Request: (check one)

Form for New Agreement with fields for Program, Solicitation Name, Recipient Name, Address, Project Officer, and Agreement Dates.

Form for Amendment with checkboxes for Term Extension, Work Statement Revision, Budget Revision, Change of Scope, and Other.

ITEMS TO ATTACH WITH REQUEST:

- List of items to attach: A. Work Statement, B. Budget, C. Recipient Resolution, D. Special Conditions, E. CEQA Compliance Form, F. Other Documents.

California Environmental Quality Act (CEQA)

Form for CEQA compliance with checkboxes for CEC finds, project exempt, environmental document, and CEQA finding.

Funding Information:

Form for funding information with fields for Source #1, #2, #3, Amount, Statute, FY, and Budget List #.

If federally funded, specify federal agreement number:

* Source Examples include ERPA, PIER-E, PIER-NG, FED, GRDA, ARFVT, OTHER.

Business Meeting Approval: (refer to Business Meeting Schedule)

Form for Business Meeting Approval with fields for Date, Participant, and Consent/Time Needed.

Agenda Notice Statement: (state purpose in layperson terms)

Possible approval of a Grant / Contingent Award to...

Possible approval of Amendment 1 to Agreement PIR-08-016 with Benningfield Group for a no-cost time extension. The initial project location was rejected by the school board. After a search, an alternate school site at the Twin Rivers Unified School District in Sacramento agreed to host the project. A time extension is needed to complete the monitoring and evaluation of the variable air volume (VAV) technology at the school. This 36-month agreement will be extended by 12 months for a total of 48 months. The new contract term will be July 1, 2009 to June 28, 2013. (PIER electricity funding.) Contact: Chris Scruton

Schedule of Products and Due Dates

Task Number	Task Name	Product(s)	Planned Start Date	Revised Planned Start Date Amd. #1	Due Date	Revised Due Date Amd. #1	
1.1	Attend Kick-off Meeting	Updated Schedule of Products	Effective Date		8/7/2009		
		Updated List of Match Funds	Effective Date		8/7/2009		
		Updated List of Permits	Effective Date		8/7/2009		
		Kick-Off Meeting Agenda (CEC)	Effective Date		8/7/2009		
1.2	Critical Project Review Meetings	CPR Report	4/10/2010	<u>TBD</u>	4/15/2010	<u>TBD</u>	
		1st CPR Meeting	Agenda and a list of expected participants (CEC)	4/15/2010	<u>TBD</u>	4/30/2010	<u>TBD</u>
			Schedule for written determination (CEC)	4/30/2010	<u>TBD</u>	5/15/2010	<u>TBD</u>
			Written determination (CEC)	7/1/2010	<u>TBD</u>	7/15/2010	<u>TBD</u>
		2nd CPR Meeting	CPR Report	6/15/2010	<u>TBD</u>	7/1/2010	<u>TBD</u>
			Agenda and a list of expected participants (CEC)	7/1/2010	<u>TBD</u>	7/15/2010	<u>TBD</u>
			Schedule for written determination (CEC)	7/15/2010	<u>TBD</u>	8/1/2010	<u>TBD</u>
			Written determination (CEC)	8/1/2010	<u>TBD</u>	8/15/2010	<u>TBD</u>
1.3	Final Meeting	Written documentation of meeting agreements	6/1/2011	<u>6/4/2012</u>	6/15/2011	<u>5/28/2013</u>	
		Schedule for completing closeout activities	6/1/2011	<u>6/4/2012</u>	6/15/2011	<u>5/28/2013</u>	
1.4	Monthly Progress Reports				The 10th of each month during the approved term of this Agreement		
		Monthly Progress Reports	Upon full execution of agreement	Upon full execution of agreement		Upon full execution of agreement	
1.5	Final Report	Draft Outline of the Final Report	1/18/2011	<u>12/3/2012</u>	2/2/2011	<u>1/30/2013</u>	
		Final Outline of the Final Report	2/2/2011	<u>1/30/2013</u>	3/30/2011	<u>2/15/2013</u>	
		Draft Final Report	3/30/2011	<u>2/15/2013</u>	4/29/2011	<u>3/15/2013</u>	
		Final Report	4/29/2011	<u>3/15/2013</u>	5/31/2011	<u>4/26/2013</u>	
1.6	Identify and Obtain Match Funds	A letter regarding match funds or stating that no match funds are provided	8/3/2009		9/15/2009		
		Copy(ies) of each match fund commitment letter(s) (if applicable)	8/3/2009		9/15/2009		
		Letter(s) for new match funds (if applicable)	N/A		Within 10 days of identifying new match funds		
		Letter that match funds were reduced (if applicable)	N/A		Within 10 days of identifying new match funds		
1.7	Identify and Obtain Required Permits	Letter documenting the permits or stating that no permits are required	8/3/2009		7/28/2009		
		A copy of each approved permit (if applicable)	N/A		Within 10 days of receiving each permit		
		Updated list of permits as they change during the term of the Agreement (if applicable)	N/A		Within 10 days of change in list of permits		
		Updated schedule for acquiring permits as changes occur during the term of the Agreement (if applicable)	N/A		Within 10 days of change in schedule for obtaining permits		
2	Methodology, Test Plan and Procedures	Draft Methodology and Test Plan	8/3/2009		9/3/2009		
		Final Methodology	8/3/2009		8/31/2009		
		Draft Website and Database	9/1/2009		11/2/2009	<u>10/1/2012</u>	
		Final Website and Database	11/2/2009		12/31/2009	<u>10/1/2012</u>	
		Draft Training Guide	9/1/2009		11/2/2009		
		Final Training Guide	11/2/2009		12/31/2009		

3	Monitoring and Analysis				
	Installation and Acceptance Testing Documents	9/30/2009	<u>8/1/2012</u>	11/2/2009	<u>10/1/2012</u>
	Preliminary Test results	11/16/2009	<u>9/3/2012</u>	11/30/2009	<u>12/31/2012</u>
	Dataset	11/30/2009	<u>9/3/2012</u>	2/21/2011	<u>1/31/2013</u>
	Charts, Graphs and other support materiels to indicate results from monitoring	11/30/2009	<u>12/3/2012</u>	2/21/2011	<u>1/31/2013</u>
4	Technology Transfer Activities				
	Draft Technology Transfer Plan	5/3/2010	<u>1/1/2013</u>	9/1/2010	<u>3/29/2013</u>
	Final Technology Transfer Plan	7/1/2010	<u>3/29/2013</u>	10/4/2010	<u>4/30/2013</u>
	Draft Version of Papers for Publications	10/4/2010	<u>TBD</u>	10/17/2010	<u>TBD</u>
	Final Versions of Published Papers	10/17/2010	<u>TBD</u>	11/15/2010	<u>TBD</u>
	Technical Brief	10/4/2010	<u>3/1/2013</u>	2/10/2011	<u>5/31/2013</u>
	Distribution Lists	10/4/2010	<u>3/1/2013</u>	2/10/2011	<u>5/31/2013</u>
	Conference schedules	4/1/2011	<u>TBD</u>	4/15/2011	<u>TBD</u>
	Project Summary Website	9/30/2009	<u>1/1/2013</u>	4/1/2010	<u>4/1/2013</u>
	Draft Versions of Papers for Publication	4/15/2011	<u>TBD</u>	4/30/2011	<u>TBD</u>
	Final Versions of Published Papers	5/2/2011	<u>TBD</u>	5/15/2011	<u>TBD</u>

