

GRANTS/CONTINGENT AWARD REQUEST



To: Grants and Loans Office

Date: 8 / 21 / 2012

Project Manager: Darren Nguyen

Phone Number: (916) 654-5144 ext.

Office: EFTO

Division: FTD

MS- 27

Project Title: Waste Management Santa Maria CNG Refueling Station

Type of Request: (check one)

Form for New Agreement with fields for Agreement Number, Program, Solicitation Name, Recipient Name, Address, Project Officer, and 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, and CEQA finding attached.

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 Time Needed, plus Consent/Discussion checkboxes.

Agenda Notice Statement: (state purpose in layperson terms)

Possible approval of a Grant / Contingent Award to... Possible approval of Agreement ARV-12-009 for a grant of \$300,000 to Valley Garbage and Rubbish Company, Inc.



Award Number: ARV-12-009

Date: 08 / 24 / 12

**Note:** The Energy Commission Project Managers Manual includes detailed instructions on how to complete this section, with examples of grants that are “Projects” and are not “Projects”. When the Project Manager is completing this section, if questions arise as to the appropriate answers to the questions below, please consult with the Energy Commission attorney assigned to review grants or loans for your division.

1. Is grant/loan considered a “Project” under CEQA?  Yes (skip to question #2)  No (continue with question #1)

Please complete the following: [Public Resources Code (PRC) 21065 and 14 California Code of Regulations (CCR) 15378]:

Explain why the grant/loan is **not** considered a “Project”? The grant/loan will not cause a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment because grant/loan involves:

2. If grant/loan is considered a “Project” under CEQA: (choose either **IS** or **IS NOT**)

Grant/loan **IS** exempt:

Statutory Exemption: (List PRC and/or CCR section numbers) \_\_\_\_\_

Categorical Exemption: (List CCR section number) Sec: 15301; 15302; 15303; 15304

Common Sense Exemption. (14 CCR 15061(b)(3))

Explain reason why the grant/loan is exempt under the above section:

The proposed CNG station will consist of a portable above-ground trailer to be located at the site of an existing fully developed solid waste collection center. This will involve Installation and replacement of underground telephone service, electrical service, conduit, and gas lines that will be installed on land zoned consistent with project. Thus, the project consists of minor alteration of existing facilities and/or mechanical equipment involving negligible or no expansion of use beyond that existing; replacement or reconstruction of existing structures that will have substantially the same purpose and capacity, including replacement or reconstruction of existing utility systems and/or facilities involving negligible or no expansion of capacity; construction and location of limited numbers of new, small facilities; installation of small new equipment where only minor modifications are made, including electrical and other utility extensions; and/or minor alterations to land, including minor trenching and backfilling.

Please attach draft Notice of Exemption (NOE). Consult with the Energy Commission attorney assigned to your division for instructions on how to complete the NOE.

Grant/loan **IS NOT** exempt. The Project Manager needs to consult with the Energy Commission attorney assigned to your division and the Siting Office regarding a possible initial study.

## Exhibit A Scope of Work

### TECHNICAL TASK LIST

Task #	CPR	Task Name
1	N/A	Administration
2		Engineering and Preconstruction
3		Site Work and Civil Improvements
4	X	CNG Equipment Procurement & Installation
5		Station Start-up and Commissioning
6		Data Collection & Analysis

### KEY NAME LIST

Task #	Key Personnel	Key Subcontractor(s)	Key Partner(s)
1	Frank Guercio, Area Fleet Manager Ron Pope, Director, Projects Marty Tufte, Western Group Fleet Director Chip Wertz, Manager, Engineering		
2	Frank Guercio, Area Fleet Manager Ron Pope: Director, Projects Marty Tufte, Western Group Fleet Director Chip Wertz, Manager, Engineering	Sherri Newland, ET Environmental	
3	Frank Guercio, Area Fleet Manager Ron Pope, Director, Projects Marty Tufte, Western Group Fleet Director Chip Wertz, Manager, Engineering	Sherri Newland, ET Environmental	
4	Frank Guercio, Area Fleet Manager Ron Pope, Director, Projects Marty Tufte, Western Group Fleet Director Chip Wertz, Manager, Engineering	Sherri Newland, ET Environmental	
5	Frank Guercio, Area Fleet Manager Ron Pope: Director, Projects Marty Tufte, Western Group Fleet Director Chip Wertz, Manager, Engineering	Sherri Newland, ET Environmental	
6	Frank Guercio, Area Fleet Manager Ron Pope, Director, Projects Marty Tufte, Western Group Fleet Director		

## GLOSSARY

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

<b>Term/ Acronym</b>	<b>Definition</b>
ARFVT	Alternative and Renewable Fuel and Vehicle Technology Program
CNG	Compressed Natural Gas
CPR	Critical Project Review
FTD	Fuels and Transportation Division
GHG	Greenhouse Gases
WM	Valley Garbage and Rubbish Company, Inc. (Waste Management)

### **Background:**

Assembly Bill 118 (Núñez, Chapter 750, Statutes of 2007), created the Alternative and Renewable Fuel and Vehicle Technology Program (ARFVT Program). The statute, subsequently amended by AB 109 (Núñez) Chapter 313, Statutes of 2008), authorizes the Energy Commission to develop and deploy alternative and renewable fuels and advanced transportation technologies to help attain the state's climate change policies. The Energy Commission has an annual program budget of approximately \$100 million and provides financial support for projects that:

- Develop and improve alternative and renewable low-carbon fuels;
- Optimize alternative and renewable fuels for existing and developing engine technologies;
- Produce alternative and renewable low-carbon fuels in California;
- Decrease, on a full fuel cycle basis, the overall impact and carbon footprint of alternative and renewable fuels and increase sustainability;
- Expand fuel infrastructure, fueling stations, and equipment;
- Improve light-, medium-, and heavy-duty vehicle technologies;
- Retrofit medium- and heavy-duty on-road and non-road vehicle fleets;
- Expand infrastructure connected with existing fleets, public transit, and transportation corridors; and
- Establish workforce training programs, conduct public education and promotion, and create technology centers.

The California Energy Commission issued solicitation PON-11-602 to provide funding opportunities under the ARFVT Program for projects which develop infrastructure necessary to store, distribute, and dispense electricity, E-85, propane, diesel substitutes, and natural gas. To be eligible for funding under PON-11-602, the projects must also be consistent with the Energy Commission's ARFVT Investment Plan updated annually. In response to PON-11-602, the Recipient submitted application *number 13*, which was proposed for funding in the Energy Commission's Notice of Proposed Awards on April 24, 2012, and is incorporated by reference to this Agreement in its entirety.

## **Problem Statement:**

Valley Garbage and Rubbish Company, Inc. (WM) seeks to develop a compressed natural gas (CNG) fueling station to support its existing and rapidly expanding private fleet of CNG powered solid waste collection vehicles in the City of Santa Maria, as well as other local and regional goods movement fleets along the Highway 101 major transportation corridor. This critical infrastructure project will provide solutions to overcome the significant refueling barrier that has hindered the development and widespread use of natural gas as a transportation fuel in the Santa Barbara region. The project will be located at 1850 W. Bettaravia in the Santa Maria, California, providing a convenient and affordable source of CNG fuel for WM fleet of heavy-duty refuse trucks that operate daily from this facility. The fueling station will also provide a convenient source of fuel to other local goods movement and regional goods movement fleets that travel along the heavily-trafficked Highway 101 transportation corridor that passes through the City of Santa Maria. Currently, there is no other fueling within the region that WM operates, with the closest station nearly 20 miles away and providing only private fueling at Cold Canyon Landfill. There are no other stations within 25 miles of this location, causing a critical gap in infrastructure along Highway 101 at this location which is currently discouraging fleets from making the switch to natural gas.

These barriers have not been previously addressed given the significant financial investment and operational commitment required to engineer, construct, and operate a natural gas fueling station. There is a lack of knowledge of best practices for new operators who have not used natural gas in the past. It is imperative that these barriers be addressed now as doing so will:

- Provide California with the ability to achieve its goals as outlined in AB 32 and the Low Carbon Fuel Standard;
- Provide a clean, reliable, cost-efficient and domestically produced source of fuel for transportation and encourage market development for natural gas vehicles; and
- Strengthen the necessary web of CNG fueling station coverage across the region and state, thereby supporting a region-wide transition opportunity for heavy-duty fleets interested in alternative fuels.

## **Goals of the Agreement**

The goal of this Agreement is to successfully implement a public access CNG fueling station in the Santa Maria-Santa Barbara area near Interstate 101 in order to:

- Provide incentive for goods movement operators, municipal fleets, school districts, and water agencies to adopt or expand the use of their natural gas advanced technologies;
- Enable the accelerated replacement of heavy-duty diesel trucks with clean-burning, ultra low-emission natural gas trucks to stimulate the U.S. manufacturing base and economy and assist in the development of a more aggressive “green” automotive industry in the United States; and
- Further infuse the Southern California regional natural gas refueling infrastructure with locally produced, ultra low carbon CNG fuel.

## **Objectives of the Agreement:**

The objectives of this Agreement are to support fuel requirements of the existing and planned expansion of WM’s CNG refuse collection and transfer vehicles and other fleets in the region. During the implementation of this project, it is projected that 245,700 gallons of imported diesel

fuel per year will be displaced, and greenhouse gas (GHG) emissions from transportation will be reduced by over 882 metric tons per year in California.

Success will be measured by the quantitative measurement of stated objectives. Additionally, this project will serve as a demonstration of the feasibility of constructing, owning and operating a public access station to supply an ultra-low carbon fuel for transportation. Doing so will strengthen the likelihood of adoption of additional natural gas vehicle adoption throughout California and the further development of associated infrastructure.

## **TASK 1 ADMINISTRATION**

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

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

#### **The Recipient shall:**

- Attend a “Kick-Off” meeting with the Commission Agreement Manager, the Grants Officer, and a representative of the Accounting Office. The Recipient shall bring its Project Manager, Agreement Administrator, Accounting Officer, and others designated by the Commission Agreement Manager to this meeting. The administrative and technical aspects of this Agreement will be discussed at the meeting. Prior to the kick-off meeting, the Commission Agreement Manager will provide an agenda to all potential meeting participants.

The administrative portion of the meeting shall include, but not be limited to, discussion of the following:

- Terms and conditions of the Agreement
- Critical Project Review (Task 1.2)
- Match fund documentation (Task 1.6)
- Permit documentation (Task 1.7)
- Subcontracts needed to carry out project (Task 1.8)

The technical portion of the meeting shall include, but not be limited to, a discussion of the following:

- The Commission Agreement Manager’s expectations for accomplishing tasks described in the Scope of Work
- An updated Schedule of Products
- Progress Reports (Task 1.4)
- Technical Products (Product Guidelines located in Section 5 of the Terms and Conditions)
- Final Report (Task 1.5)

The Commission Agreement Manager shall designate the date and location of this meeting.

**Recipient Products:**

- Updated Schedule of Products
- Updated List of Match Funds
- Updated List of Permits

**Commission Agreement Manager Product:**

- Kick-Off Meeting Agenda

**Task 1.2 Critical Project Review (CPR) Meetings**

The goal of this task is to determine if the project should continue to receive Energy Commission funding to complete this Agreement and to identify any needed modifications to the tasks, products, schedule or budget.

CPRs provide the opportunity for frank discussions between the Energy Commission and the Recipient. The Commission Agreement Manager may schedule CPRs as necessary, and CPR costs will be borne by the Recipient.

Participants include the Commission Agreement Manager and the Recipient and may include the Commission Grants Officer, the Fuels and Transportation Division (FTD) team lead, other Energy Commission staff and Management as well as other individuals selected by the Commission Agreement Manager to provide support to the Energy Commission.

**The Commission Agreement Manager shall:**

- Determine the location, date, and time of each CPR meeting with the Recipient. These meetings generally take place at the Energy Commission, but they may take place at another location.
- Send the Recipient the agenda and a list of expected participants in advance of each CPR. If applicable, the agenda shall include a discussion on both match funding and permits.
- Conduct and make a record of each CPR meeting. One of the outcomes of this meeting will be a schedule for providing the written determination described below.
- Determine whether to continue the project, and if continuing, whether or not modifications are needed to the tasks, schedule, products, and/or budget for the remainder of the Agreement. Modifications to the Agreement may require a formal amendment (please see section 8 of the Terms and Conditions). If the Commission Agreement Manager concludes that satisfactory progress is not being made, this conclusion will be referred to the Lead Commissioner for Transportation for his or her concurrence.
- Provide the Recipient with a written determination in accordance with the schedule. The written response may include a requirement for the Recipient to revise one or more product(s) that were included in the CPR.

**The Recipient shall:**

- Prepare a CPR Report for each CPR that discusses the progress of the Agreement toward achieving its goals and objectives. This report shall include recommendations and conclusions regarding continued work of the projects. This report shall be submitted along with any other products identified in this scope of work. The Recipient shall submit these documents to the Commission Agreement Manager and any other designated reviewers at least 15 working days in advance of each CPR meeting.
- Present the required information at each CPR meeting and participate in a discussion about the Agreement.

**Commission Agreement Manager Products:**

- Agenda and a list of expected participants
- Schedule for written determination
- Written determination

**Recipient Product:**

- CPR Report(s)

**Task 1.3 Final Meeting**

The goal of this task is to closeout this Agreement.

**The Recipient shall:**

- Meet with Energy Commission staff to present the findings, conclusions, and recommendations. The final meeting must be completed during the closeout of this Agreement. This meeting will be attended by, at a minimum, the Recipient, the Commission Grants Office Officer, and the Commission Agreement Manager. The technical and administrative aspects of Agreement closeout will be discussed at the meeting, which may be two separate meetings at the discretion of the Commission Agreement Manager.
- Present at the technical portion of the meeting an assessment of the degree to which project and task goals and objectives were achieved, findings, conclusions, recommended next steps (if any) for the Agreement, and recommendations for improvements.
- Discuss with the Commission Agreement Manager and the Grants Officer the following Agreement closeout items at the administrative portion of the meeting:
  - What to do with any equipment purchased with Energy Commission funds (Options)
  - Energy Commission's request for specific "generated" data (not already provided in Agreement products)

- Need to document Recipient's disclosure of "subject inventions" developed under the Agreement
- "Surviving" Agreement provisions
- Final invoicing and release of retention
- Prepare a schedule for completing the closeout activities for this Agreement.

The Commission Agreement Manager will determine the appropriate meeting participants.

**Recipient Products:**

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

**Task 1.4 Monthly Progress Reports**

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

The objectives of this task are to summarize activities performed during the reporting period, to identify activities planned for the next reporting period, to identify issues that may affect performance and expenditures, and to form the basis for determining whether invoices are consistent with work performed.

**The Recipient shall:**

- Prepare a Monthly Progress Report which summarizes all Agreement activities conducted by the Recipient 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 to the Commission Agreement Manager within 10 days of the end of the reporting period. The recommended specifications for each progress report are contained in Section 6 of the Terms and Conditions of this Agreement.
- In the first Monthly Progress Report and first invoice, document and verify match expenditures and provide a synopsis of project progress, if match funds have been expended or if work funded with match share has occurred after the notice of proposed award but before execution of the grant agreement. If no match funds have been expended or if no work funded with match share has occurred before execution, then state this in the report. All pre-execution match expenditures must conform to the requirements in the Terms and Conditions of this Agreement.

**Product:**

- Monthly Progress Reports

**Task 1.5 Final Report**

The goal of the Final Report is to assess the project's success in achieving its goals and objectives, advancing science and technology, and providing energy-related and other benefits to California.

The objectives of the Final Report are to clearly and completely describe the project's purpose, approach, activities performed, results, and advancements in science and technology; to present a public assessment of the success of the project as measured by the degree to which goals and objectives were achieved; to make insightful observations based on results obtained; to draw conclusions; and to make recommendations for further projects and improvements to the FTD project management processes.

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

**The Recipient shall:**

- Prepare an Outline of the Final Report.
- Prepare a Final Report following the approved outline and the latest version of the Final Report guidelines which will be provided by the Commission Agreement Manager. The Commission Agreement Manager shall provide written comments on the Draft Final Report within fifteen (15) working days of receipt. The Final Report must be completed at least 60 days before the end of the Agreement Term.
- Submit one bound copy of the Final Report with the final invoice.

**Products:**

- Draft Outline of the Final Report
- Final Outline of the Final Report
- Draft Final Report
- Final Report

**Task 1.6 Identify and Obtain Matching Funds**

The goal of this task is to ensure that the match funds planned for this Agreement are obtained for and applied to this Agreement during the term of this Agreement.

The costs to obtain and document match fund commitments are not reimbursable through this Agreement. Although the Energy Commission budget for this task will be zero dollars, the Recipient may utilize match funds for this task. Match funds shall be

spent concurrently or in advance of Energy Commission funds for each task during the term of this Agreement. Match funds must be identified in writing and the associated commitments obtained before the Recipient can incur any costs for which the Recipient will request reimbursement.

**The Recipient shall:**

- Prepare a letter documenting the match funding committed to this Agreement and submit it to the Commission Agreement Manager at least 2 working days prior to the kick-off meeting. If no match funds were part of the proposal that led to the Energy Commission awarding this Agreement and none have been identified at the time this Agreement starts, then state such in the letter. If match funds were a part of the proposal that led to the Energy Commission awarding this Agreement, then provide in the letter a list of the match funds that identifies the:
  - Amount of each cash match fund, its source, including a contact name, address and telephone number and the task(s) to which the match funds will be applied.
  - Amount of each in-kind contribution, a description, documented market or book value, and its source, including a contact name, address and telephone number and the task(s) to which the match funds will be applied. If the in-kind contribution is equipment or other tangible or real property, the Recipient shall identify its owner and provide a contact name, address and telephone number, and the address where the property is located.
- Provide a copy of the letter of commitment from an authorized representative of each source of cash match funding or in-kind contributions that these funds or contributions have been secured. For match funds provided by a grant a copy of the executed grant shall be submitted in place of a letter of commitment.
- Discuss match funds and the implications to the Agreement if they are reduced or not obtained as committed, at the kick-off meeting. If applicable, match funds will be included as a line item in the progress reports and will be a topic at CPR meetings.
- Provide the appropriate information to the Commission Agreement Manager if during the course of the Agreement additional match funds are received.
- Notify the Commission Agreement Manager within 10 days if during the course of the Agreement existing match funds are reduced. Reduction in match funds must be approved through a formal amendment to the Agreement and may trigger an additional CPR.

**Products:**

- A letter regarding match funds or stating that no match funds are provided
- Copy(ies) of each match fund commitment letter(s) (if applicable)
- Letter(s) for new match funds (if applicable)
- Letter that match funds were reduced (if applicable)

## **Task 1.7 Identify and Obtain Required Permits**

The goal of this task is to obtain all permits required for work completed under this Agreement in advance of the date they are needed to keep the Agreement schedule on track.

Permit costs and the expenses associated with obtaining permits are not reimbursable under this Agreement. Although the Energy Commission budget for this task will be zero dollars, the Recipient shall budget match funds for any expected expenditures associated with obtaining permits. Permits must be identified in writing and obtained before the Recipient can make any expenditure for which a permit is required.

### **The Recipient shall:**

- Prepare a letter documenting the permits required to conduct this Agreement and submit it to the Commission Agreement Manager at least 2 working days prior to the kick-off meeting. If there are no permits required at the start of this Agreement, then state such in the letter. If it is known at the beginning of the Agreement that permits will be required during the course of the Agreement, provide in the letter:
  - A list of the permits that identifies the:
    - Type of permit
    - Name, address and telephone number of the permitting jurisdictions or lead agencies
  - The schedule the Recipient will follow in applying for and obtaining these permits.
- Discuss the list of permits and the schedule for obtaining them at the kick-off meeting and develop a timetable for submitting the updated list, schedule and the copies of the permits. The implications to the Agreement if the permits are not obtained in a timely fashion or are denied will also be discussed. If applicable, permits will be included as a line item in the Progress Reports and will be a topic at CPR meetings.
- If during the course of the Agreement additional permits become necessary, provide the appropriate information on each permit and an updated schedule to the Commission Agreement Manager.
- As permits are obtained, send a copy of each approved permit to the Commission Agreement Manager.
- If during the course of the Agreement permits are not obtained on time or are denied, notify the Commission Agreement Manager within 5 working days. Either of these events may trigger an additional CPR.

### **Products:**

- Letter documenting the permits or stating that no permits are required
- A copy of each approved permit (if applicable)
- Updated list of permits as they change during the term of the Agreement (if applicable)

- Updated schedule for acquiring permits as changes occur during the term of the Agreement (if applicable)

### **Task 1.8 Manage Subcontracts**

The goal of this task is to ensure quality products and to procure subcontracts required to carry out the tasks under this Agreement consistent with the terms and conditions of this Agreement and the Recipient's own procurement policies and procedures. It will also provide the Energy Commission an opportunity to review the subcontracts to ensure that the tasks are consistent with this Agreement, that the budgeted expenditures are reasonable and consistent with applicable cost principles.

#### **The Recipient shall:**

- Manage and coordinate subcontractor activities.
- Submit a draft of each subcontract required to conduct the work under this Agreement to the Commission Agreement Manager for review.
- Submit a final copy of the executed subcontract.
- If Recipient decides to add new subcontractors, it shall notify the Commission Agreement Manager.

#### **Products:**

- Draft subcontracts
- Final subcontracts

## **TECHNICAL TASKS**

### **TASK 2 ENGINEERING & PRECONSTRUCTION**

The goal of this task is to perform civil and architectural engineering, including design management services and preconstruction planning.

#### **The Recipient shall:**

- Finalize layout of the station.
- Finalize station engineering and design.
- Provide design management services.
- Provide preconstruction planning services.
- Prepare and submit the final station design to the Commission Agreement Manager.

#### **Products:**

- Final station design.

### **TASK 3 SITE WORK & CIVIL IMPROVEMENTS**

The goal of this task is to perform construction activities at the site in accordance with the design specifications, in preparation for the arrival of the equipment to the site.

**The Recipient shall:**

- Oversee and manage the site construction.
- Site electrical and mechanical work and civil improvements.
- Develop the Final Site Construction Report and submit to the Commission Agreement Manager.

**Products:**

- Final Site Construction Report

**TASK 4 CNG EQUIPMENT PROCURMENT & INSTALLATION**

The goal of this task is to order, take delivery of, and install all necessary equipment and supplies at the site. Installation of equipment, controls, and support infrastructure will be completed in accordance with the system design specifications.

**The Recipient shall:**

- Place order for all equipment and parts that require processing and delivery time.
- Track and inventory all equipment and supplies arriving at the site.
- Provide quality assurance checks on key components of the system.
- Coordinate placement and logistics for equipment and component skids.
- Develop List of Equipment and submit to the Commission Agreement Manager.
- Install equipment on their respective foundations.
- Install underground and above-ground piping and conduits to transport gas on site to the plant and to provide necessary utilities and communication lines to the equipment locations.
- Perform final checks of design prior to start-up.

**[CPR WILL OCCUR DURING THIS TASK. SEE TASK 1.2 FOR DETAILS]**

**Products:**

- List of Equipment

**TASK 5 STATION START-UP & COMISSIONING**

The goal of this task is to perform start-up of the system and equipment on-site and commission of the system into operation.

**The Recipient shall:**

- Develop start-up test plan.
- Perform necessary checks of the system prior to start-up and address any findings from prestart check list and take corrective actions.
- Perform start-up and commission system into service per test plan.
- Troubleshoot any issues identified.
- Collect operational data and analyze.

- Prepare a Start-up and Initial Operator Results Report and submit to Commission Agreement Manager.

**Products:**

- Start-up and Initial Operator Results Report.

**TASK 6 DATA COLLECTION & ANALYSIS**

The goal of this task is to collect operational data from the station, to analyze that data for economic and environmental impacts, and to include the data and analysis in the Final Report.

**The Recipient shall:**

- Develop data collection test plan.
- Troubleshoot any issues identified.
- Collect 6 months of throughput, usage, and operations data from the project including, but not limited to:
  - Number of vehicles fueled per day per station
  - Number of days per year vehicles for fueled per station
  - Maximum capacity of the new fueling system
  - Gallons of gasoline and/or diesel fuel displaced by using natural gas (with associated mileage information).
  - Expected air emissions reduction, for example:
    - Non-methane hydrocarbons
    - Oxides of nitrogen
    - Non-methane hydrocarbons plus oxides of nitrogen
    - Particulate Matter
    - Formaldehyde
  - Duty cycle of the current fleet and the expected duty cycle of future vehicle acquisitions
  - Specific jobs and economic development resulting from this project
- Identify any current and planned use of renewable energy at the facility.
- Identify the source of the alternative fuel.
- Describe any energy efficiency measures used in the facility that may exceed Title 24 standards in Part 6 of the California Code Regulations.
- Provide data on potential job creation, economic development, and increased state revenue as a result of expected future expansion.
- Provide a quantified estimate of the project's carbon intensity values for life-cycle greenhouse gas emissions.
- Compare any project performance and expectations provided in the proposal to Energy Commission with actual project performance and accomplishments.

**Products:**

- Data collection information and analysis shall be included in the Final Report (see Task 1.5)