

GRANTS/CONTINGENT AWARD REQUEST



To: Grants and Loans Office

Date: 2/27/2013

Project Manager: Gail Wiggett

Phone Number: 916-327-1544

Office: Energy Generation Research Office

Division: Energy Research and Development

MS- 43

Project Title: Renewable Energy Regional Exploration Project

Type of Request: (check one)

New Agreement: (include items A-F from below) Agreement Number: PIR-12-018

Program: PIER E / Renewables

Solicitation Name and/or Number: PON-12-502-48 (Community Scale Renewable Energy Development,

Legal Name of Recipient: South Tahoe Public Utility District

Recipient's Full Mailing Address: 1275 MEADOW CREST DR
SOUTH LAKE TAHOE, CA 96150-7401

Recipient's Project Officer: Paul Sciuto Phone Number: 530-543-6215

Agreement Start Date: 6/8/2013 Agreement End Date: 3/31/2015

Amendment: (Check all that apply) Agreement Number: _____

Term Extension – New End Date: _____

Work Statement Revision (include Item A from below)

Budget Revision (include Item B from below)

Change of Scope (include Items A – F as applicable from below)

Other: _____

ITEMS TO ATTACH WITH REQUEST:

- A. Work Statement
- B. Budget
- C. Recipient Resolution, if applicable. (Resolution may be requested in Special Conditions if not currently available.)
- D. Special Conditions, if applicable.
- E. CEQA Compliance Form
- F. Other Documents as applicable
 - Copy of Score Sheets
 - Copy of Pre-Award Correspondence
 - Copy of All Other Relevant Documents

California Environmental Quality Act (CEQA)

CEC finds, based on recipient's documentation in compliance with CEQA:

Project exempt: _____ NOE filed: _____

Environmental Document prepared: _____ NOD filed: _____

Other: _____

CEC has made CEQA finding described in CEC-280, attached

Funding Information:

*Source #1: PIER-E Amount: \$ 139,830.00 Statute: 11- FY: 12-13 Budget List #: 501.027J

*Source #2: _____ Amount: \$ _____ Statute: _____ FY: _____ Budget List #: _____

*Source #3: _____ Amount: \$ _____ Statute: _____ FY: _____ 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)

Proposed Business Meeting Date: 5/8/2013 Consent Discussion

Business Meeting Participant: Gail Wiggett Time Needed: 5 minutes

Agenda Notice Statement: (state purpose in layperson terms)

Possible approval of a Grant / Contingent Award to...
 SOUTH TAHOE PUBLIC UTILITY DISTRICT. Possible approval of Agreement PIR-12-018 with South Tahoe Public Utility District for a \$139,830 grant to develop methods for rural communities to evaluate the potential value and extent of using water and waste water facilities across multiple local communities to cost-effectively generate and store localized renewable energy. The agreement will include \$72,352 in match funding. (PIER electricity funding) Contact: Gail Wiggett. (5 minutes)

GRANTS/CONTINGENT AWARD REQUEST



Project Manager	Date	Office Manager	Date	Deputy Director	Date
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Exhibit A Scope of Work

TECHNICAL TASK LIST

Task #	CPR	Task Name
1		Administration
2		Partner Task Formalization
3	X	Resource and Technology Assessment
4	X	Resource and Technology Feasibility Study
5		Strategic Action Plan
6		Technology Transfer Activities

KEY NAME LIST

Task #	Key Personnel	Key Subcontractor(s)	Key Partner(s)
1	Lynn Nolan (STPUD)	- El Dorado County Water Agency (EDCWA)	EN2 Resources, Inc. (EN2)
2		- EN2 - Domenichelli & Associates (D&A)	Local Agencies
3	Paul Sciuto (STPUD)	- EN2 - D&A	Local Agencies
4		- EN2 - D&A	EDCWA
5	Lynn Nolan	- EN2 - D&A	EDCWA
6	Paul Sciuto	- EDCWA - EN2 - D&A	- Mountain Counties Water Resources Association - Association of California Water Agencies

GLOSSARY

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

Term/ Acronym	Definition
ACWA	Association of California Water Agencies
CPM	Commission Project Manager
CPR	Critical Project Review

Exhibit A Scope of Work

Term/ Acronym	Definition
D&A	Domenichelli & Associates
EDCWA	El Dorado County Water Agency
EN2	EN2 Resources, Inc.
ERDD	Energy Research and Development Division
LTUSD	Lake Tahoe Unified School District
MCWRA	Mountain Counties Water Resources Association
MPUD	Markleeville Public Utility District
RESCO	Renewable Energy Secure Communities
STPUD	South Tahoe Public Utility District

Problem Statement:

The South Lake Tahoe/Markleeville communities have significant variations in daily patterns of energy use, are located in highly sensitive natural environments with tremendous renewable energy potential, and are in great need of local economic opportunities. Their regional investor-owned electric utility purchases a high percentage of its resources (including renewables) from out-of-state. The South Lake Tahoe Public Utilities District (STPUD) is the public water and sewer provider for the region's electric customers, who have an interest in developing local, in-state, renewable energy resources including small-scale pumped storage (load balancing) conduit hydro, wind, solar, and geothermal.

These options, along with shifting STPUD demand patterns, may help to significantly reduce on-peak/off-peak gaps, meet California's renewable energy requirements and goals, advance technology for distributed energy grid integration, and lay the foundation for promoting local economic development (especially in the form of local renewable energy infrastructure) in an environmentally compatible manner.

There is a need for a community energy plan that provides for community-level decision-making because community-based renewable energy projects are more likely to be accepted by the public, and may bring additional benefits such as increased engagement with sustainable energy issues and an engaged citizenry. A community energy plan will also help to achieve improvements in energy efficiency, energy management (i.e., balancing diurnal variations between on- and off-peak loads), and switching to renewable energy sources.

Challenges to producing a regional community energy plan include: (1) devising ways to more effectively develop and integrate the region's indigenous intermittent renewable resources (wind and solar) into an electric power grid; and (2) developing a viable plan to coordinate between STPUD and multiple smaller jurisdictions within the larger community. STPUD and the electric utility are teaming with community stakeholders including other water districts (such as the El Dorado County Water Agency) to explore the value of using water and wastewater facilities to store and shift new renewable energy generation to on-peak periods, as well as to shift STPUD and other community stakeholder loads to off-peak periods.

Exhibit A Scope of Work

Small-scale pumped-storage hydro and new technology batteries can help balance daily variations in grid loads and supplies, and to shift off peak renewable resources such as wind to periods of peak demand. These plants can also provide many stabilizing features to the grid, further enhancing their value. The results of this exploration plan will be applicable to water and wastewater utility systems throughout the study region.

Goals of the Agreement:

The goals of this Agreement are to expand renewable energy opportunities and to explore the capability of coordinating multiple water and electric utility operations throughout the region with community stakeholders within the broader regional community service areas.

Objectives of the Agreement:

The objectives of this Agreement are to: (1) develop a Renewable Energy Regional Exploration Plan; (2) create a model for other small rural communities throughout California; and (3) create a strategic action plan to outline approaches for implementation.

The technical and economic objectives of this proposed project include:

- Identify the most cost-effective measures to integrate energy management with water management in a manner that supports the electric utility grid;
- Assess the energy demand, storage, efficiency, scheduling, and generation aspects of water system operations to identify the ‘best fit’ scenario for energy use and production relative to the electric grid;
- Quantify the amount and cost of options for load shifting, peak period generation, increased energy efficiency, load reduction, and new energy storage;
- Quantify the feasibility and costs of integrating water operations with electric grid load management;
- Quantify energy generation revenues and energy savings that may reduce long-term water system operations costs to the purveyors and their customers;
- Build on the information and results of the Sonoma County Renewable Energy Secure Communities (RESCO) Prototype Renewable Portfolio Design and Humboldt County RESCO Energy Optimization model; and
- Engage the El Dorado County Water Agency and other regional water organizations in this effort to analyze how best to integrate energy management with existing water system operations.

Exhibit A

Scope of Work

TASK 1 ADMINISTRATION

Instructions for Submitting Electronic Files and Developing Software

Electronic File Format

The Recipient will deliver an electronic copy (CD ROM or memory stick or as otherwise specified by the Commission Project Manager (CPM) of the full text of any Agreement products in a compatible version of Microsoft Word (.doc).

The following describes the accepted formats of electronic data and documents provided to the Energy Commission as products and establishes the computer platforms, operating systems, and software versions that will be required to review and approve all software deliverables.

- Data sets will be in Microsoft (MS) Access or MS Excel file format.
- PC-based text documents will be in MS Word file format.
- Documents intended for public distribution will be in PDF file format, with the native file format provided as well.
- Project management documents will 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 Recipient will use the following standard Application Architecture components in compatible versions:

- Microsoft ASP.NET framework (version 3.5 and up) Recommend 4.0.
- Microsoft 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 Electronic File Format requirements above must be approved in writing by the Energy Commission's Information Technology Services Branch.

Exhibit A Scope of Work

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 CPM, 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 CPM to this meeting. The administrative and technical aspects of this Agreement will be discussed at the meeting. Prior to the kick-off meeting, the CPM will provide an agenda to all potential meeting participants.

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

- Discussion of the terms and conditions of the Agreement
- Discussion of Critical Project Review (Task 1.2)
- Match fund documentation (Task 1.6) *No work may be performed until this documentation is in place.*
- Permit documentation (Task 1.7)
- Discussion of subcontracts needed to carry out project (Task 1.8)

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

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

The CPM shall designate the date and location of this meeting.

- Submit an updated Schedule of Products, List of Match Funds, and List of Permits to the CPM.

Recipient Products:

- Updated Schedule of Products

Exhibit A Scope of Work

- Updated List of Match Funds
- Updated List of Permits

Commission Project 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 CPM and the Recipient. The CPM may schedule CPRs as necessary, and CPR costs will be borne by the Recipient.

Participants include the CPM and the Recipient, and may include the Commission Grants Officer, the Energy Research and Development Division technical lead, other Energy Commission staff and Management, and any other individuals selected by the CPM to provide support to the Energy Commission.

The Commission Project 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 or may be conducted via electronic conferencing (e.g., WebEx), as determined by the Commission Project Manager.
- Send the Recipient the agenda and a list of expected participants in advance of each CPR. If applicable, the agenda shall include a discussion of 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 so whether modifications are needed to the tasks, schedule, products, and/or budget for the remainder of the Agreement. If the CPM concludes that satisfactory progress is not being made, this conclusion will be referred to the Deputy Director of the Energy Research and Development Division.
- 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 products that were included in the CPR.

Exhibit A Scope of Work

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 on the project. This report shall be submitted along with any other products identified in this Scope of Work. The Recipient shall submit these documents to the CPM 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 Project 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 close out this Agreement.

The Recipient shall:

- Meet with Energy Commission staff to present the project 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 CPM. The technical and administrative aspects of Agreement closeout will be discussed at the meeting, which may be divided into two separate meetings at the discretion of the CPM.

The technical portion of the meeting shall involve the presentation of an assessment of the degree to which project and task goals and objectives were achieved, in addition to findings, conclusions, recommended next steps (if any) for the Agreement, and recommendations for improvements. The CPM will determine the appropriate meeting participants.

Exhibit A Scope of Work

The administrative portion of the meeting shall involve a discussion with the CPM and the Grants Officer about the following Agreement closeout items:

- Disposition of any equipment purchased with Energy Commission funds
- 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 written documentation of any agreements made between the Recipient and Commission staff during the meeting.
- Prepare a schedule for completing the closeout activities for this Agreement.

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.

Exhibit A Scope of Work

The Recipient shall:

- Prepare a Monthly Progress Report that 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 CPM within 10 days of the end of the reporting period. The recommended specifications for each progress report are contained in the Terms and Conditions of this Agreement.
- In each Monthly Progress Report and invoice, document and verify:
 - Energy Commission funds received by California-Based Entities (CBEs);
 - Energy Commission funds spent in California; and Match fund expenditures

Also provide synopsis of project progress.

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.

The Final Report shall be a public document. If the Recipient has obtained confidential status from the Energy Commission and will also prepare a confidential version of the Final Report, 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

Exhibit A Scope of Work

- CPM. The CPM shall provide written comments on the Draft Final Report within 15 working days of receipt. The Final Report must be completed at least 90 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 Match Funds

The goal of this task is to ensure that the match funds planned for this Agreement are obtained 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 CPM 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, 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-

Exhibit A Scope of Work

kind contribution is equipment or other tangible or real property, the Recipient shall identify its owner and provide a contact name, address, 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 a letter including the appropriate information to the CPM if during the course of the Agreement additional match funds are received.
- Provide a letter to the CPM 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.

Exhibit A Scope of Work

The Recipient shall:

- Prepare a letter documenting the permits required to conduct this Agreement and submit it to the CPM 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 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 an updated list of permits (including the appropriate information on each permit) and an updated schedule to the CPM.
- As permits are obtained, send a copy of each approved permit to the CPM.
- If during the course of the Agreement permits are not obtained on time or are denied, notify the CPM 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
- 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)
- A copy of each approved permit (if applicable)

Task 1.8 Obtain and Execute 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

Exhibit A Scope of Work

and conditions of this Agreement and the Recipient's own procurement policies and procedures. This task will also provide the Energy Commission an opportunity to review the subcontracts to ensure that the tasks are consistent with this Agreement, and 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 the Recipient decides to add new subcontractors, it shall notify the Commission Agreement Manager.

Products:

- Draft subcontracts
- Final subcontracts

TECHNICAL TASKS

TASK 2 Partner Task Formalization

Task 2.1 Coordination Among Project Partners and Stakeholders

The goal of this task is to coordinate the project with each project partner and stakeholder to complete project tasks.

The Recipient shall:

- Prepare a *Project Management and Coordination Plan* in conjunction with Tasks 1.1 through 1.7
- Assign tasks, lines of communication, and means of communicating and reporting
- Prepare, revise, and distribute agendas for all meetings
- Facilitate meetings
- Take and distribute meeting minutes to project partners and stakeholders
- Track and report on project progress and process
- Coordinate this task with Tasks 1.1 through 1.7

Exhibit A Scope of Work

Products:

- Project Management and Coordination Plan

Task 2.2 Partner Task Formalization: Key Partner Staff Identification and Development of the Memorandum of Understanding

The goals of this task are to: (1) identify the key partner staff from participating agencies who will be daily contacts and will lead study activities; and (2) execute binding agreements between STPUD and participating partners to devote staff time and resources to fully implement the creation of the Renewable Energy Regional Exploration Plan.

The Recipient shall:

- Prepare a *Lead Partner Staff Chart* that identifies key partner staff
- Work with key staff to identify energy goals, and prepare a *List of Partner Energy Goals*
- Coordinate with its legal office and partners to develop and execute Memorandums of Understanding between the Recipient and partners
- Provide *signed copies of Memorandums of Understanding* to the CPM.
- Compile all agreements for inclusion in the Monthly Progress Report

Products:

- Lead Partner Staff Chart
- List of Partner Energy Goals
- Signed copies of Memorandums of Understanding

Task 2.3 Finalize Project Schedule

The goal of this task is to organize a schedule of activities required to complete the Renewable Energy Regional Exploration Plan.

The Recipient shall:

- Collaborate with partners to identify meeting dates and deliverables
- Develop project milestones
- Prepare a *Project Timeline* that includes a schedule of meeting dates and identifies project deliverables and milestones.

Products:

- Project Timeline

Exhibit A Scope of Work

Task 2.4 Review Committee

The goal of this task is to organize a Study Participants Review Committee that is composed of partners contributing to the Renewable Energy Regional Exploration Plan. The Committee will critique the progress and products of the plan during various stages of completion.

The Recipient shall:

- Establish a regular, ongoing method of communication among partners and county governments
- Convene policymakers as necessary
- Review facility and other potentially sensitive information prior to review by the committee, stakeholders, or the general public
- Prepare a *Communication Plan for the Study Participants Review Committee* that describes methods of communication among review committee members

Products:

- Communication Plan for the Study Participants Review Committee

TASK 3 RESOURCE AND TECHNOLOGY ASSESSMENT

Task 3.1 Preliminary Screening

The goal of this task is to conduct a preliminary screening to determine which technologies should be reviewed.

The Recipient shall:

- Use resource maps, past studies and other basic tools as to identify technologies to review
- Develop initial screening criteria for the technologies
- Assess available renewable resources
- Assess the ability of support infrastructure necessary to connect to the grid
- Prepare a Preliminary Report that includes: identified technologies and initial screening criteria, an assessment of the available renewable resources and the necessary support infrastructure and identifies the maps and other tools used.

Products:

- Preliminary Report (no draft)

Exhibit A Scope of Work

Task 3.2 Full Screening

The goals of this task are to provide a preliminary assessment of the amount of energy that can be produced by various renewable energy technologies and to conduct a high-level analysis of expected costs and savings, utility considerations, and potential incentives.

The Recipient shall:

- Develop detailed screening criteria
- Develop a ranking system
- Collect background project information for each potential site as identified during partner meetings
- Collect operating data that are needed for the screening
- Assess renewable energy resources using specific resource assessment tools such as PVWatts, RETScreen, and data from wind resource models
- Develop specific energy production estimates and assess their fit with energy needs
- Prepare a *Full Screening Report* that includes: the detailed screening criteria, the ranking system, summarizes background project information for each identified site, summarizes the needed operating data, and discusses the renewable resources assessment and the specific energy production estimates.
- Participate in a CPR meeting and prepare a *CPR Report* as described in Task 1 (Administration).

Products:

- Full Screening Report (no draft)
- CPR Report

Task 3.3 Organization of Stakeholder Review Committee

The goal of this task is to reach out to applicable community stakeholders who will help to develop a Renewable Energy Regional Exploration Plan.

The Recipient shall:

- Identify and communicate with interested community stakeholders
- Establish stakeholder review committee
- Develop a meeting schedule
- Prepare a *List of Stakeholder Review Committee Members*

Products:

Exhibit A Scope of Work

- List of Stakeholder Review Committee members

TASK 4 RESOURCE AND TECHNOLOGY FEASIBILITY STUDY

The goal of this task is to complete a detailed review of the feasibility, economic, and environmental viability of each renewable energy technology and to determine which combination of renewable energy technologies identified in Tasks 3.1 and 3.2 most effectively meet federal/state goals and requirements for renewable energy development.

Task 4.1 ACWA Preferred Provider Consultation

The goal of this task is to use the Association of California Water Agencies' (ACWA) preferred providers list for a no-cost Feasibility Assessment for ACWA member agencies.

The Recipient shall:

- Collaborate with the following preferred providers to assess STPUD projects:
 - NLine Energy, Inc.
 - SolarCity
 - Other providers (such as wind, geothermal, and energy storage vendors), who may be consulted if necessary as per the development of each renewable energy technology deemed feasible in the Technical Feasibility study.
- Develop a *Feasibility Assessment*
- Participate in a CPR and prepare a *CPR Report* as described in Task 1 (Administration)

Products:

- Draft Feasibility Assessment
- Final Feasibility Assessment
- CPR Report

Task 4.2 Partner Feasibility Assessments

The goal of this task is to perform a feasibility assessment for project partners.

The Recipient shall:

- Quantify the amount and value of the energy each technology could produce.
- Review details of utility interconnection, tariffs, and revenue

Exhibit A Scope of Work

- Analyze access to financial incentives and project funding models
- Perform simplified financial evaluations to assess long-term economic value
- Perform a Levelized Cost of Energy and Return on Investment Analysis
- Conduct early estimates of renewable energy costs
- Explore potential incentives
- Identify policies to integrate with utility providers for electricity systems
- Identify greenhouse gas targets
- Determine federal, state, and local permitting requirements, in addition to environmental review requirements under laws such as the National Environmental Policy Act and the California Environmental Quality Act
- Determine operational costs
- Develop a *Feasibility Study* that includes: quantification of the amount and value of energy that can potentially be produced by each technology, discusses details of utility interconnection, tariffs and revenues; analyses available financial and other incentives and assesses long term economic value; provides a Levelized Cost of Energy analysis, identifies policies to integrate with utility providers; identifies greenhouse gas targets, and identifies applicable permitting and environmental review requirements, and discusses operational costs.

Products:

- Draft Feasibility Study
- Final Feasibility Study

TASK 5 STRATEGIC ACTION PLAN

TASK 5.1 Convene Planning Group

The goal of this task is to develop a comprehensive Strategic Action Plan through community stakeholder and project partner collaboration.

The Recipient shall:

- Organize existing committees into a larger planning group
- Prepare a *List of Planning Group Members*
- Prepare a *Project Meeting Schedule*

Exhibit A Scope of Work

Products:

- List of Planning Group Members
- Project Meeting Schedule

Task 5.2 Develop Strategic Action Plan

The goal of this task is to outline strategies for implementing projects identified in the Renewable Energy Regional Plan.

The Recipient shall:

- Prepare a *List of Planning Group Members*
- Conduct planning group meetings
- Develop strategies for implementing projects
- Identify implementation action steps
- Develop a *Strategic Action Plan* that includes a timeline for proposed actions
- Begin implementing action planning steps
- Review the strategic action plan at regular intervals

Products:

- List of Planning Group Members
- Strategic Action Plan

TASK 6 TECHNOLOGY TRANSFER ACTIVITIES

The goal of this task is to develop a plan to make the knowledge gained, experimental results, and lessons learned available to key decision-makers.

The Recipient shall:

- Prepare a *Technology Transfer Plan* that explains how the knowledge gained in this project will be made available to the public. The level of detail expected is least for research-related projects and highest for demonstration projects. Key elements from this report shall be included in the Final Report for this project.
- Conduct technology transfer activities in accordance with the Technology Transfer Plan. These activities will be reported in the Monthly Progress Reports.
- Indicate the intended use(s) and users of the project results.
- Present findings to state and local organizations including: the El Dorado County Water Agency (*local*), Mountain Counties Water Resources Agency Technical Advisory Committee (*Regional*), and the Association of California Water Agencies (*State*).

Exhibit A Scope of Work

Products:

- Draft Technology Transfer Plan
- Final Technology Transfer Plan



Award Number: PIR-12-018

Date: 2 / 25 / 13

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:

The project involves community-level renewable energy planning activities.

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) _____

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

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

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.