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A listing of Commission Business Meetings and Contracts Office due dates is available on EnergyNet under 'Featured Information' or from the Secretariat.

**CONTACT PERSON:** Jean Baronas

**PHONE NUMBER:** 654-4526

**MS:** 27

**Date due to Contracts Office:** 8/2/2013

**Date due to Secretariat:** 8/23/2013

**Proposed Business Meeting Date:** 9/11/2013

**AGENDA ITEM SUBJECT AND DESCRIPTION – This is the wording that will appear on the agenda. Please note the following:**

(Expenditure items must include the funding source.)

**HYDROGEN FUELING FACILITY OMBUDSMAN.** Possible approval of interagency agreement 600-13-004 with the Governor's Office of Planning and Research in the amount of \$300,000 to reimburse the cost of a Hydrogen Ombudsman within the Governor's Office of Business and Economic Development for a maximum of two years. The Ombudsman will facilitate the permitting and establishment of hydrogen fueling station infrastructure by working with local, state and federal government agencies, hydrogen station developers, hydrogen station hosts, automobile companies, and other hydrogen industry stakeholders. (ARFVTP Funding)

**CONSENT**

**DISCUSSION**

Time needed for presentation:

**CHECK HERE IF YOU NEED A COPY OF YOUR SIGNED RESOLUTION/ORDER**

**SPECIFY AUDIO-VISUAL EQUIPMENT NEEDED FOR PRESENTATION:**

**DEPUTY DIRECTOR SIGNATURE:**

**DATE:**

**THE AGENDA SHOULD BE SENT TO THE FOLLOWING LIST-SERVES:**

**THE AGENDA SHOULD BE SENT TO THE FOLLOWING HARD-COPY LISTS:**

## **EXHIBIT A SCOPE OF WORK**

### **BACKGROUND**

California is committed to commercializing zero-emission vehicles including those that use hydrogen as a fuel. Automobile manufacturers plan hydrogen fuel cell vehicles (FCVs) are planned for roll-out in the 2015-2017 timeframe.

Although the California Energy Commission (Energy Commission) Alternative and Renewable Fuel and Vehicle Technology (ARFVT) Program grants funds to station developers that are qualified to expand California's network of nine public hydrogen refueling stations, establishing hydrogen refueling stations remains challenging for a number of reasons. Because of these challenges, the "2013 Zero-Emission Vehicle (ZEV) Action Plan," promulgated by the Governor's Interagency Working Group on ZEVs identified the need for a hydrogen ombudsman. Further, the Governor's Office of Business and Economic Development (GO-Biz) offered to collaborate, to host high level meetings of the station developers and the automobile manufacturers, and to establish a position, transferred or otherwise, for the ombudsman.

### **HYDROGEN OMBUDSMAN**

To work on the staff of the GO-Biz (under a "position loan" from the California Department of Food and Agriculture), the hydrogen ombudsman will work with local, state and federal government agencies, station developers, station hosts, automobile companies and other interested parties to facilitate and accelerate the permitting and establishment of hydrogen fueling station infrastructure.

The position will report directly to the Deputy Director, Permit Unit, Governor's Office of Business and Economic Development. The position level will be funded for one year with an option for a second year, as required.

Duties follow:

- Convene a high level working group dedicated to developing hydrogen refueling infrastructure throughout the state.
- Develop and implement strategies to remove barriers and expedite hydrogen refueling station development and installation.
- Develop a state certified standardized design for use by agencies responsible for permitting hydrogen refueling stations.
- Develop a standardized design for mobile fueling vehicles to provide roadside assistance.
- Identify next station markets, and potential host sites and hosting entities.

- Establish methods to apply and confirm the use of regulations and standards for fuel delivery measurement and equipment certification.
- Conduct an analysis on a station-by-station basis to determine the status of site design, engineering design, and permitting.
- Oversee the development of a Best Practices Manual, or a "how-to" design, build, and permit a hydrogen refueling station.
- Potentially oversee the development of a programmatic Environmental Impact Report (EIR) and other forms of assisting with permitting hydrogen fueling stations.
- Serve as principal communications link between the Governor of California and the Commission. Provide personal services, contract expenses, administrative assistance, and coordination assistance.