

GRANT REQUEST FORM (GRF)

CEC-270 (Revised 02/13)

CALIFORNIA ENERGY COMMISSION

New Agreement ARV-13-009 (To be completed by CGL Office)

Division	Agreement Manager:	MS-	Phone
600 Fuels and Transportation Division	Andre Freeman	27	916-654-4162

Recipient's Legal Name	Federal ID Number
Kings Canyon Unified School District	58-2103066

Title of Project
Refurbish Current CNG Fueling Station Equipment

Term and Amount	Start Date	End Date	Amount
	3 / 20 / 2014	3 / 30 / 2016	\$ 300,000

Business Meeting Information
 ARFVTP agreements under \$75K delegated to Executive Director.

Proposed Business Meeting Date	3 / 12 / 2014	<input type="checkbox"/> Consent	<input checked="" type="checkbox"/> Discussion
Business Meeting Presenter	Andre Freeman	Time Needed:	5 minutes

Please select one list serve. **Altfuels (AB118- ARFVTP)****Agenda Item Subject and Description**

Possible adoption of a Resolution approving Agreement no. ARV-13-009 with Kings Canyon Unified School District, for a \$300,000 grant to restore and rehabilitate the existing compressed natural gas fueling station. This facility provides fueling for several regional school districts, the City of Reedley and members of the public.

California Environmental Quality Act (CEQA) Compliance

- Is Agreement considered a "Project" under CEQA?
 - Yes (skip to question 2) No (complete the following (PRC 21065 and 14 CCR 15378)):
 - Explain why Agreement is not considered a "Project":
 - Agreement will not cause direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment because .
 - If Agreement is considered a "Project" under CEQA:
 - a) Agreement **IS** exempt. (Attach draft NOE)
 - Statutory Exemption. List PRC and/or CCR section number:
 - Categorical Exemption. List CCR §15301, 15302 section number:
 - Common Sense Exemption. 14 CCR 15061 (b) (3)
 - Explain reason why Agreement is exempt under the above section:
 - Restoration, rehabilitation, reconstruction and/or replacement of existing equipment at existing CNG facility involving minor alteration and negligible or no expansion of capacity.
 - b) Agreement **IS NOT** exempt. (Consult with the legal office to determine next steps.)
- Check all that apply
- | | |
|---|---|
| <input type="checkbox"/> Initial Study | <input type="checkbox"/> Environmental Impact Report |
| <input type="checkbox"/> Negative Declaration | <input type="checkbox"/> Statement of Overriding Considerations |
| <input type="checkbox"/> Mitigated Negative Declaration | |

List all subcontractors (major and minor) and equipment vendors: (attach additional sheets as necessary)

Legal Company Name:	Budget
Allsup Corporation	\$ 290,432
	\$ 0
	\$ 0

List all key partners: (attach additional sheets as necessary)

Legal Company Name:

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CALIFORNIA ENERGY COMMISSION



Budget Information			
Funding Source	Funding Year of Appropriation	Budget List No.	Amount
ARFVTF			\$300,000
Funding Source			\$
R&D Program Area:	Select Program Area	TOTAL:	\$300,000
Explanation for "Other" selection			
Reimbursement Contract #:		Federal Agreement #:	

Recipient's Administrator/ Officer				Recipient's Project Manager			
Name:	John Quinto			Name:	Jason Flores		
Address:	675 W. Manning Ave.			Address:	675 W. Manning Ave.		
City, State, Zip:	Reedley, CA 93654			City, State, Zip:	Reedley, CA 93654		
Phone:	559-305-7024	Fax:	559-637-1306	Phone:	559-305-7069	Fax:	559-637-1306
E-Mail:	quinto-j@kcsd.com			E-Mail:	flores-j@kcsd.com		

Selection Process Used	
<input checked="" type="checkbox"/> Competitive Solicitation	Solicitation #: PON-12-605
<input type="checkbox"/> First Come First Served Solicitation	

The following items should be attached to this GRF	
1. Exhibit A, Scope of Work	<input checked="" type="checkbox"/> Attached
2. Exhibit B, Budget Detail	<input checked="" type="checkbox"/> Attached
3. CEC 105, Questionnaire for Identifying Conflicts	<input checked="" type="checkbox"/> Attached
4. Recipient Resolution	<input type="checkbox"/> N/A <input type="checkbox"/> Attached
5. CEQA Documentation	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Attached

Agreement Manager_____
Date_____
Office Manager_____
Date_____
Deputy Director_____
Date

CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) WORKSHEET

The California Environmental Quality Act (CEQA) (Public Resources Code §§ 21000 et seq.) requires public agencies to identify the significant environmental impacts of their actions and to avoid or mitigate them, if feasible.¹ Under CEQA, an activity that may cause either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment is called a “project.” (Public Resources Code § 21065.) Approval of a contract, grant, or loan may be a “project” under CEQA if the activity being funded may cause a direct physical change or a reasonably foreseeable indirect physical change in the environment. Agencies must comply with CEQA before they approve a “project.” This can include preparing a Notice of Exemption or conducting an Initial Study and preparing a Negative Declaration, a Mitigated Negative Declaration, or, if there are significant impacts, an Environmental Impact Report.

The Lead Agency is the public agency that has the greatest responsibility for preparing environmental documents under CEQA, and for carrying out, supervising, or approving a project. Where the award recipient is a public agency, the Lead Agency is typically the recipient. Where the award recipient is a private entity, the Lead Agency is the public agency that has greatest responsibility for supervising or approving the project as a whole.² When issuing contracts, grants or loans, the Energy Commission is typically a “Responsible Agency” under CEQA, which means that it must make its own CEQA findings based on review of the Lead Agency’s environmental documents. If the Energy Commission is the only public agency with responsibility for approving the project, then the Energy Commission must act as the Lead Agency and prepare its own environmental documents before approving the project.

This worksheet will help the Energy Commission determine what kind of CEQA review, if any, is necessary before it can approve the award, and which agency will be performing that review as a Lead Agency. Please answer all questions as completely as possible. It may also help you to think through the CEQA process necessary for your proposed project. The Energy Commission may request additional information in order to clarify responses provided on this worksheet.

1. What are the physical aspects of the project? (Check all that apply and provide brief description of work, including any size or dimensions of the project).

Type of Project	Yes	No	Project Description
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¹ For a brief summary of the CEQA process, please visit <http://ceres.ca.gov/ceqa/summary.html>.

² 14 C.C.R. §§ 15050, 15051. The Lead Agency typically has general governmental powers (such as a city or county), rather than a single or limited purpose (such as an air pollution control district).

Construction (including grading, paving, etc.)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Replace the existing CNG fuel dispenser and the existing CNG compressors
Trenching	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
New or replaced pipelines	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Modification or conversion of a facility	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
New or modified operation of a facility or equipment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
On-road demonstration	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Paper study (including analyses on economics, feedstock availability, workforce availability, etc.)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Laboratory research	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Temporary or mobile structures (skid-mounted)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Skid mounted replacement compressor
Design/Planning	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Other (describe and add pages as necessary)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	None

2. Where is the project located or where will it be located? (Attach additional sheets as necessary.)

Address	County	Type of Work to Be Completed at Site
675 W. Manning Ave Reedley, CA 93654	Fresno	Install CNG fuel dispenser and install CNG compressor

3. Will the project potentially have environmental impacts that trigger CEQA review? (Check a box and explain for each question.)

Question	Yes	No	Don't Know	Explanation
Is the project site environmentally sensitive?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Replacement of equipment at a current CNG fueling station
Is the project site on agricultural land?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Project is in the KCUSD Transportation facility in the city of Reedley, CA.
Is this project part of a larger project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Replacement of equipment at the current CNG fueling station
Is there public controversy about the proposed project or larger project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	There has been no controversy about the current CNG station where the equipment will be installed.
Will historic resources or historic buildings be impacted by the project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	There are no historic buildings on the KCUSD Transportation yard where the CNG station is located.
Is the project located on a site the Department of Toxic Substances Control and the Secretary of the Environmental Protection have identified as being affected by hazardous wastes or cleanup problems?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The KCUSD Transportation yard has not been identified as being affected by hazardous wastes or cleanup problems.
Will the project generate noise or odors in excess of permitted levels?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The project will not generate any more noise or odors that is currently generated by the current CNG fueling station.
Will the project increase traffic at the site and by what amount?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The project will increase a minimal increase of traffic due to a 5% increase in CNG fuel being dispensed.

4. Will the project require discretionary permits or determinations, as listed below?

Type of Permit	No	Modified	New	Approving Agency	Reason for Permit, Summary of Process, and Anticipated Date of Issuance
Air Quality Permit	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Water Quality Permit	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Conditional Use Permit or Variance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Building Expansion Permit	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Hazardous Waste Permit	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Rezoning	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Authority to Construct	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Other Permits (List types)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

5. Of the agencies listed in #4, have you identified and contacted the public agency who will be the lead CEQA agency on the project?

Yes. Provide the name of and contact information for the lead agency.
Kings Canyon Unified School District will be the lead agency for this project.
Contact information: John Quinto, Assistant Superintendent, Kings Canyon Unified School District, Phone: 559-305-7024

No. Explain why no contact has been made and/or a proposed process for making contact with the lead agency.

6. Has the public agency prepared environmental documents (e.g., Notice of Exemption, Initial Study/Negative Declaration/Mitigated Negative Declaration, Environmental Impact Report, Notice of Determination) under CEQA for the proposed project?

Yes.

Please complete the following and attach the CEQA document to this worksheet. (For "Not a project," the title of the document may be an e-mail, resolution, or letter.)

Type of Environmental Review	Title of Environmental Document	State Clearinghouse Number	Completion Date	Planned Completion Date (must be before approval of award)
"Not a project"		N/A		N/A
Exempt (Resolution of public agency or Agenda Item approving Exemption)	Board resolution declaring a categorical exemption	N/A	January, 22, 2013	N/A
Exempt (Notice of Exemption)		N/A		
Initial Study				
Negative Declaration				
Mitigated Negative Declaration				
Notice of Preparation				
Environmental Impact Report				
Master Environmental Impact Report				

Notice of Determination				
NEPA Document (Environmental Assessment, Finding of No Significant Impact, and/or Environmental Impact Statement)				

No. Explain why no document has been prepared. Propose a process for obtaining lead agency approval and estimated lead date for that approval (must occur before the Energy Commission will approve the award).

**BEFORE THE GOVERNING BOARD OF THE
KINGS CANYON UNIFIED SCHOOL DISTRICT
OF FRESNO COUNTY, CALIFORNIA**

RESOLUTION

WHEREAS, Kings Canyon Unified School District is applying for funds to replace the current CNG compressor and CNG dispenser; and

WHEREAS, the project is located at an existing facility that involves negligible or expansion of existing use; and

WHEREAS, This project meets the guidelines for implementation of the California Environmental Quality Act, California Code of Regulations, Title 14, Chapter 3, Section 15301 Existing Facilities, Class One;

THEREFORE BE IT RESOLVED, that the Board of Trustees of the Kings Canyon Unified School District has determined that this is a Class One project and meets the applicable categorical exemption from environmental review.

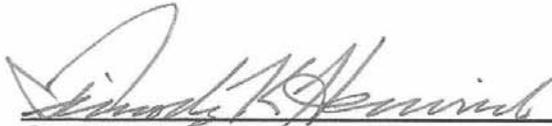
The above resolution was adopted by the Board at its meeting of January 22, 2013.

Ayes: 5

Noes: 0

Absent: 1

Vacancy: 1

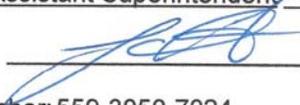


Governing Board President
Kings Canyon Unified School District

Certification: I certify to the best of my knowledge that the information contained in this worksheet is true and complete. I further certify that I am authorized to complete and sign this form on behalf of the proposing organization.

Name: John Quinto

Title: Assistant Superintendent

Signature: 

Phone Number: 559-3050-7024

Email: quinto-j@kcusd.com

Date: 1-30-13

Exhibit A SCOPE OF WORK

TECHNICAL TASK LIST

Task #	CPR	Task Name
1		Administration
2		Engineering and Design
3		CNG Equipment Procurement
4	X	CNG Equipment Delivered and Installed
5		CNG Station Start-Up and Commissioning
6		Data Collection and Analysis

KEY NAME LIST

Task #	Key Personnel	Key Subcontractor(s)	Key Partner(s)
1	Jason Flores		
2	Keith Sharp	Allsup Corporation	
3	Keith Sharp	Allsup Corporation	
4	Keith Sharp	Allsup Corporation	
5	Keith Sharp	Allsup Corporation	
6	Jason Flores		

GLOSSARY

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

Term/ Acronym	Definition
ARFVTP	Alternative and Renewable Vehicle and Technology Program
CAM	Commission Agreement Manager
CNG	Compressed Natural Gas
CPR	Critical Project Review
Energy Commission	California Energy Commission
FTD	Fuels and Transportation Division

BACKGROUND

Assembly Bill 118 (Núñez, Chapter 750, Statutes of 2007), created the Alternative and Renewable Fuel and Vehicle Technology (ARFVT) Program. The statute, subsequently amended by AB 109 (Núñez Chapter 313, Statutes of 2008) and AB 8 (Perea, Chapter 401, Statutes of 2013), authorizes the California Energy Commission (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-12-605 to provide funding opportunities under the ARFVT Program for projects to support installation of new natural gas fueling infrastructure and upgrades to existing natural gas fueling infrastructure. To be eligible under PON-12-605, the project must also be consistent with the Energy Commission's Investment Plan. In response to PON-12-605, Kings Canyon Unified School District submitted proposal #12, which was proposed for funding in the Energy Commission's August 2, 2013 Notice of Proposed Awards (revised). PON-12-605 and the recipient's proposal are incorporated herein by reference to this agreement in their entirety.

In the event of any conflict or inconsistency between the terms of the Solicitation and the terms of the Recipient's Application, the Solicitation shall control. In the event of any conflict or inconsistency between the Recipient's Application and the terms of the Energy Commission's Award, the Energy Commission's Award shall control. Similarly, in the event of any conflict or inconsistency between the terms of this Agreement and the Recipient's Application, the terms of this Agreement shall control.

Problem Statement:

The Kings Canyon Unified School District has been aggressive in working to reduce air pollution in the central valley by replacing diesel powered buses with buses and support vehicles that are powered by engines that produce less pollution. The Kings Canyon Unified School District currently has twenty five CNG powered buses and 5 CNG powered service vehicles. The District constructed a CNG fueling station in 1996. The existing compressor and associated fueling equipment are in need of replacement due to its constant use and age. Due to the financial restraints of the school district, the district must look to outside sources of income to keep the CNG station in operation. This Energy Commission funding will make it possible to continue providing CNG for the District's transportation fleet and the various community organizations that utilize the fueling station.

Goal of the Agreement:

The goal of this project is to replace the existing CNG infrastructure equipment that is now non-operational. The refurbished infrastructure will serve local school bus fleet, City of Reedley municipal vehicles and members of the public.

Objectives of the Agreement:

The objectives of this Agreement are to repair, restore and rehabilitate the existing CNG fueling station built in 1996 that has become deteriorated over time; In addition, Recipient shall contact CNG vehicle fleets in the area; and conduct outreach to private CNG vehicle owners to inform them of the rehabilitation of the facility. The rehabilitated facility is expected to continue dispensing at least 40,000 gasoline gallon equivalents per month. .

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 CAM shall designate the date and location of this meeting and provide an agenda to the Recipient prior to the meeting.

The Recipient shall:

- Attend a "Kick-Off" meeting with the CAM, 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 CAM to this meeting.
- Discuss the following administrative and technical aspects of this Agreement:
 - Agreement Terms and Conditions
 - Critical Project Review (Task 1.2)
 - Match fund documentation (Task 1.6) No reimbursable work may be done until this documentation is in place.

- Permit documentation (Task 1.7)
- subcontracts needed to carry out project (Task 1.8)
- The CAM's expectations for accomplishing tasks described in the Scope of Work
- An updated Schedule of Products and Due Dates
- Monthly Progress Reports (Task 1.4)
- Technical Products (Product Guidelines located in Section 5 of the Terms and Conditions)
- Final Report (Task 1.5)

Recipient Products:

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

CAM Product:

- Kick-Off Meeting Agenda

Task 1.2 Critical Project Review (CPR) Meetings

CPRs provide the opportunity for frank discussions between the Energy Commission and the Recipient. 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.

The CAM may schedule CPR meetings as necessary, and meeting costs will be borne by the Recipient.

Meeting participants include the CAM and the Recipient and may include the Energy Commission Grants Officer, the Fuels and Transportation Division (FTD) natural gas fuel lead, other Energy Commission staff and Management as well as other individuals selected by the CAM to provide support to the Energy Commission.

The CAM 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. Prepare 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 CAM 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 CAM 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.

CAM 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 shall be attended by, at a minimum, the Recipient, the Energy Commission Grants Office Officer, and the CAM. The Recipient shall review and discuss the technical and administrative aspects of Agreement closeout at the meeting, which may be two separate meetings at the discretion of the CAM.

The technical portion of the meeting shall present 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. The CAM will determine the appropriate meeting participants.

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

- 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.

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 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 CAM 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 the Agreement's 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, if requested by the CAM.
- Prepare a Final Report following the latest version of the Final Report guidelines which will be provided by the CAM. The CAM 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:

- Outline of the Final Report, if requested
- 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 CAM 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 CAM if during the course of the Agreement additional match funds are received.

- Notify the CAM 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 meeting.

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 CAM 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 CAM.

- As permits are obtained, send a copy of each approved permit to the CAM.
- If during the course of the Agreement permits are not obtained on time or are denied, notify the CAM 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 Obtain and Execute Subcontracts

The goal of this task is to ensure quality products and to procure subcontractors required to carry out the tasks under this Agreement consistent with the Agreement Terms and Conditions 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, 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 CAM for review.
- Submit a final copy of the executed subcontract.
- If Recipient decides to add new subcontractors, then the Recipient shall notify the CAM.

Products:

- Draft subcontracts
- Final subcontracts

TECHNICAL TASKS

TASK 2 Engineering and Design

The goal of this task is to engineer and design adequate equipment to restore replace and/or rehabilitate as necessary the current CNG equipment including compressor and dispenser.

The Recipient shall:

- Inspect the current CNG fueling station to determine what rehabilitation is needed.
- Recommend what equipment is to be procured.

Products:

- Engineering and Design Report

TASK 3 CNG Equipment Procurement

The goal of this task is to procure any recommended replacement equipment.

The Recipient shall:

- Advertise for bids for the recommended equipment.
- Have the School Board approve the recommended bid.
- Complete a contract with the approved bidder for delivery of equipment.

Products:

- Equipment procurement contract

TASK 4 CNG Equipment Delivered and Installed

The goal of this task is to perform the required rehabilitation of the CNG facility including installation of all necessary new equipment

The Recipient shall:

- Receive and verify that the proper equipment has been delivered.
- Install the new compressor and fuel dispenser.

Products:

- Equipment installation report

TASK 5 CNG Station Start-Up and Commissioning

The goal of this task is to test and begin fueling, utilizing the CNG fueling station.

The Recipient shall:

- Check all gauges to insure that proper pressure is maintained
- Fuel several vehicles to insure that the fueling station is working properly
- Open the CNG fueling station to the public for use.

Products:

- Fueling station operation report

Task 6 DATA COLLECTION AND ANALYSIS

The goal of this task is to collect operational data from the project, 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
 - Comparison of public vs. fleet transactions per day
 - Comparison of public vs. fleet consumption per day in GGE
 - Number of days or hours per year that each station was inoperative
 - Maximum capacity of the new fueling system
 - Electricity required to power CNG compression equipment on a daily basis
 - 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:

- Recipient shall include data collection information and analysis in the Final Report

STATE OF CALIFORNIA

STATE ENERGY RESOURCES
CONSERVATION AND DEVELOPMENT COMMISSION

RESOLUTION REGARDING: GRANT AWARD
TO
KINGS CANYON UNIFIED SCHOOL DISTRICT.
UNDER PON-12-605

RESOLVED, THAT THE State Energy Resources Conservation and Development Commission (Energy Commission) approves **Grant Award # ARV-13-009** with Kings Canyon Unified School District (Recipient), for \$300,000, to restore and rehabilitate the existing compressed natural gas fueling station. The facility provides fueling for several regional school districts, the City of Reedley and members of the public.

WHEREAS, the Energy Commission, as a Responsible Agency, finds that the activities funded by this grant are a “project” under the California Environmental Quality Act (CEQA) and are categorically exempt from further environmental review pursuant to the “existing facility” exemption under CEQA Guidelines, §15301, and the “replacement or reconstruction of existing structures” exemption under §15302.

FURTHER BE IT RESOLVED, that this document authorizes the Executive Director to 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 March 12, 2014.

AYE: [*List Commissioners*]
NAY: [*List Commissioners*]
ABSENT: [*List Commissioners*]
ABSTAIN: [*List Commissioners*]

Harriet Kallemeyn,
Secretariat