

**GRANT REQUEST FORM (GRF)**

CEC-270 (Revised 10/2015)

CALIFORNIA ENERGY COMMISSION

New Agreement ARV-18-001 (To be completed by CGL Office)

600 Fuels and Transportation Division	Mark Johnson	6	916-651-3003
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FirstElement Fuel Inc.	46-4260718
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Operation and Maintenance Support for Hydrogen Refueling Station Located in Thousand Oaks, CA
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9 / 22 / 2018	07 / 30 / 2021	\$ 300,000
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☐ ARFVTP agreements \$75K and under delegated to Executive Director.

Proposed Business Meeting Date	9 / 21 / 2018	<input type="checkbox"/> Consent	<input checked="" type="checkbox"/> Discussion
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Business Meeting Presenter	Mark Johnson	Time Needed:	5 minutes
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Please select one list serve. Altfuels (AB118- ARFVTP)

**Agenda Item Subject and Description**

FIRSTELEMENT FUEL, INC. Proposed resolution approving Agreement ARV-18-001 with FirstElement Fuel Inc. for a \$300,000, three-year grant to cover operation and maintenance costs of the existing hydrogen refueling station located at 3102 Thousand Oaks Boulevard, Thousand Oaks, CA 91362. The Recipient will collect and report data about the station equipment, operation, and utilization for a period of three years. The station serves the growing number of fuel cell electric vehicles deployed in California.

1. 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 .

2. 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 Title 14, California Code of Regulations sections 15301 (continued use of facilities) and 15306 (data collection)☐ Common Sense Exemption. 14 CCR 15061 (b) (3)

Explain reason why Agreement is exempt under the above section:

The grant will fund a portion of the operation and maintenance of existing hydrogen refueling equipment at an existing gas station. Operation and maintenance will include, but is not limited to, ensuring utility access; repairing equipment; and replacing dispensed hydrogen and other gases. This project involves negligible or no expansion of the existing use at the existing facilities, because the use, i.e., hydrogen refueling equipment operation, is already occurring and the operation and maintenance conducted as a part of this project will ensure continued use of the facility.

Data is being collected on the fueling equipment, fueling operation and the quality of the fuel being dispensed as part of a larger state-wide data collection effort to monitor the progress of establishing the State's hydrogen fueling infrastructure

☐ b) Agreement **IS NOT** exempt. (Consult with the legal office to determine next steps.)

Check all that apply

☐ Initial Study☐ Negative Declaration☐ Mitigated Negative Declaration☐ Environmental Impact Report☐ Statement of Overriding Considerations

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

Legal Company Name:	Budget
	\$ 0
	\$ 0
	\$ 0

Legal Company Name:

Funding Source	Funding Year of Appropriation	Budget List No.	Amount
ARFVTP	17/18	601.118JH	\$300,000
Funding Source			\$
Funding Source			\$
Funding Source			\$
Funding Source			\$
R&D Program Area:	Select Program Area		\$300,000
Explanation for "Other" selection			
Reimbursement Contract #:		Federal Agreement #:	

Name:	Patti Kohler	Name:	Tim Brown
Address:	5151 California Avenue, Suite 220	Address:	5151 California Avenue, Suite 220
City, State, Zip:	Irvine, CA 92617	City, State, Zip:	Irvine, CA 92617
Phone:	949-246-0769	Fax:	888-543-1460
E-Mail:	patti.kohler@firstelementfuel.com	E-Mail:	tim.brown@firstelementfuel.com

☐ Competitive Solicitation
 ☒ First Come First Served Solicitation
 Solicitation #: GFO-17-601

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 checked="" 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

## Exhibit A

### SCOPE OF WORK

#### TASK LIST

Task #	CPR	Task Name
1		Attend Kick Off Meeting
2		Operate and Maintain the Hydrogen Refueling Station
3	X	Attend Critical Project Review (CPR) Meetings
4		Data Collection and Reporting

#### 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
CPR	Critical Project Review
Energy Commission	California Energy Commission
FTD	Fuels and Transportation Division

#### BACKGROUND

Assembly Bill (AB) 118 (Núñez, Chapter 750, Statutes of 2007), created the ARFVTP. The statute 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. AB 8 (Perea, Chapter 401, Statutes of 2013) re-authorized the ARFVTP through January 1, 2024, and specified that the Energy Commission allocate up to \$20 million per year (or up to 20 percent of each fiscal year's funds) in funding for hydrogen station development until at least 100 stations are operational.

The ARFVTP has an annual budget of approximately \$100 million and provides financial support for projects that:

- Reduce California's use and dependence on petroleum transportation fuels and increase the use of alternative and renewable fuels and advanced vehicle technologies.
- Produce sustainable alternative and renewable low-carbon fuels in California.
- Expand alternative fueling infrastructure and fueling stations.
- Improve the efficiency, performance and market viability of alternative light-, medium-, and heavy-duty vehicle technologies.
- Retrofit medium- and heavy-duty on-road and non-road vehicle fleets to alternative technologies or fuel use.
- Expand the alternative fueling infrastructure available to existing fleets, public transit, and transportation corridors.
- Establish workforce training programs and conduct public outreach on the benefits of alternative transportation fuels and vehicle technologies.

The Energy Commission issued solicitation GFO-17-601 Light Duty Vehicle Hydrogen Refueling Infrastructure Operation and Maintenance Support Grants to provide Operation and Maintenance (O&M) support funding for publicly accessible hydrogen refueling stations that did

not receive O&M support funding or received a portion of the potential \$300,000 in O&M support funding under PON-13-607. The purpose of this solicitation is to ensure the stations remain operational during the predicted large-scale roll-out of Fuel Cell Electric Vehicles (FCEVs). In response to GFO-17-601, FirstElement Fuel, Inc. (Recipient) submitted application #19, which was proposed for funding in the Energy Commission's Notice of Proposed Awards dated June 8, 2018. The Recipient's application and the Notice of Proposed Award issued are incorporated 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 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.

**Goals of the Agreement:**

The goal of this Agreement is to continue the operation and maintenance of existing hydrogen refueling stations and gather information to improve understanding of needs and uses of hydrogen refueling.

**Objectives of the Agreement:**

The objectives of this Agreement are to support the operation and maintenance costs of the hydrogen fueling station at 3102 Thousand Oaks Boulevard, Thousand Oaks, CA 91362 and gather data on the operation and maintenance of the station.

**TASK 1 Attend Kick-off Meeting**

The goal of this task is to establish the lines of communication and procedures for implementing this Agreement. The Commission Agreement Manager (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 Commission Agreement 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,
  - The CAM's expectations for accomplishing the tasks described in the Scope of Work.
- Prepare and submit written notification of the date that the station is operational.
- Document that the station is operational in accordance with the requirements in GFO-17-601, Section II.B.2, including, but not limited to, the submittal of the following:
  - All required permits.
  - Documentation that the station's hydrogen purity test results demonstrate that the station is in compliance with SAE International J2719: 2015 "Hydrogen Fuel Quality for Fuel Cell Vehicles."

- Photograph evidence (with distinguishing elements to demonstrate the station's location), written description of the process, and results of fueling at least one fuel cell electric vehicle.
- A written certification that:
  - the station has a hydrogen fuel supply;
  - all station/dispenser components are installed;
  - the hydrogen refueling station has a working, functional utility connection and service; and,
  - the station is open to the public, meaning that no physical barriers exist which would preclude the public from entering and using the refueling station.

**Recipient Products:**

- Written notification of the operational date of the station.
- Documentation and evidence that the station is operational.

**Commission Agreement Manager Product:**

- Kick-Off Meeting Agenda

**TASK 2 Operate and Maintain the Hydrogen Refueling Station**

The goal of this task is to operate and maintain the hydrogen fueling station for a minimum of three years after full execution of this agreement.

**The Recipient shall:**

- Operate and maintain the hydrogen refueling station
- Prepare Monthly Progress Reports which summarize all Agreement activities conducted by the Recipient for the reporting period verifying operation of the hydrogen refueling station. This shall include the number of fills and kg of throughput for the month.

**Recipient Products:**

- Monthly Progress Reports provided to the CAM by the 10<sup>th</sup> of the month following the reporting period.

**TASK 3 Attend Critical Project Review (CPR) Meetings**

The goal of this task is to provide the opportunity for frank discussions between the Energy Commission and the Recipient. 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 Commission Agreement Officer, the Fuels and Transportation Division (FTD) program 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 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 4 Data Collection and Reporting**

The goal of this task is to periodically collect and deliver data related to the operation of the hydrogen refueling station, and to 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 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 and submit a Report of Renewable Hydrogen Dispensed (Exhibit E) every six months during the approved term of the agreement.

- Prepare and submit the National Renewable Energy Laboratory (NREL) Data Collection Tool (Exhibit F) every calendar quarter during the approved term of the agreement.
- Perform and submit results of purity using hydrogen collected, at the nozzle, at the station address. Purity tests will be performed:
  - at the time the station becomes operational (to meet the operational definition);
  - every six months after the station becomes operational during the approved term of this agreement; and,
  - as needed when the hydrogen lines are potentially exposed to contamination due to maintenance or other activity.

Hydrogen purity readings shall be collected according to CCR Title 4 Business Regulations, Division 9 Measurement Standards, Chapter 6 Automotive Products Specifications, Article 8 Specifications for Hydrogen Used in Internal Combustion Engines and Fuel Cells, Sections 4180 and 4181. The Recipient shall also include the date the hydrogen quality reading(s) is taken and any special condition(s) used while the reading(s) is taken.

**Recipient Products:**

- Biannual Report of Renewable Hydrogen Dispensed (Exhibit E)
- Quarterly NREL Data Collection Tool (Exhibit F)
- Initial, biannual and as needed hydrogen purity test results

**STATE OF CALIFORNIA**

**STATE ENERGY RESOURCES  
CONSERVATION AND DEVELOPMENT COMMISSION**

**RESOLUTION - RE: FIRSTELEMENT FUEL, INC.**

**RESOLVED**, that the State Energy Resources Conservation and Development Commission (Energy Commission) adopts the staff CEQA findings contained in the Agreement or Amendment Request Form (as applicable); and

**RESOLVED**, that the Energy Commission approves Agreement ARV-18-001 with FirstElement Fuel, Inc. for a \$300,000, three-year grant to cover operation and maintenance costs of the existing hydrogen refueling station located at 3102 Thousand Oaks Boulevard, Thousand Oaks, CA 91362. The Recipient will collect and report data about the station equipment, operation, and utilization for a period of three years. The station serves the growing number of fuel cell electric vehicles deployed in California; and

**FURTHER BE IT RESOLVED**, that the Executive Director or his/her designee shall 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 September 21, 2018.

AYE: [List of Commissioners]

NAY: [List of Commissioners]

ABSENT: [List of Commissioners]

ABSTAIN: [List of Commissioners]

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Cody Goldthrite,  
Secretariat