



# GRANT REQUEST FORM (GRF)

## A) New Agreement # FPI-20-003 (to be completed by CGL office)

B) Division	Agreement Manager	Phone
ERDD	Cyrus Ghandi	916-776-0762

C) Recipient's Legal Name	Federal ID Number
Pacific Coast Producers	94-1748199

D) Title of Project
Pacific Coast Producers Air Compressor Efficiency Project

## E) Term and Amount

Start Date	End Date	Amount
6/1/2021	3/31/2024	\$ 138,110

## F) Business Meeting Information

ARFVTP agreements \$75K and under delegated to Executive Director

Proposed Business Meeting Date 5/12/2021  Consent  Discussion

Business Meeting Presenter Cyrus Ghandi Time Needed: 5 minutes

Please select one list serve. Food Production Investment Program

### Agenda Item Subject and Description:

PACIFIC COAST PRODUCERS. Proposed resolution approving an Agreement FPI-20-003 with Pacific Coast Producers for a \$138,110 grant to install an optimized compressed air system at the recipient's tomato processing facility, and adopting staff's determination that this action is exempt from CEQA. Optimization will be achieved by installing a high-efficiency air compressor, air dryer, filters, variable frequency drives, and a larger air storage tank, which enables lower system pressure and requires less energy to maintain. This project will result in reduced electricity consumption, GHG emissions, and operating costs. (GGRF Funding) Contact: Cyrus Ghandi (Staff Presentation: 5 minutes)

## G) California Environmental Quality Act (CEQA) Compliance

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":

2. If Agreement is considered a "Project" under CEQA:

a)  Agreement **IS** exempt.

Statutory Exemption. List PRC and/or CCR section number:

Categorical Exemption. List CCR section number:

Cal. Code Regs., tit. 14, § 15301 ; Cal. Code Regs., tit. 14, § 15302

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

Explain reason why Agreement is exempt under the above section: This project will involve minor alteration of existing mechanical equipment at an existing food processing facility and



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will result in negligible or no expansion of the existing use. The optimized compressed air system consists of air compressors, air dryer, air storage tank, variable frequency drives, and associated control systems. The materials used to construct the system are chemically inert, not hazardous to human health, and do not have a significant effect on the environment. The systems purchased have safety certifications in compliance with relevant codes and standards. In addition, all required permits for installation and operation of the system will be obtained prior to system installation and demonstration. The demonstrations will not have a significant impact on local air quality, noise, or traffic, and is expected to reduce local criteria pollutant emissions. For these reasons, the project will not have a significant effect on the environment and falls under the categorical exemption listed in 14 C.C.R. §15301.

Projects that involve the replacement and reconstruction of existing structures and facilities where the new structure will be located on the same site and will have substantially the same purpose and capacity of the structure replaces are exempt from CEQA review pursuant to 14 C.C.R. §15302. This agreement involves the replacement and reconstruction of the existing air compressor system at the recipient's tomato processing plant.

Each Exception is an independent basis for finding the project exempt.

- 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

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

Legal Company Name:	Budget
CLEARResult Consulting Inc.	\$ 21,125

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

Legal Company Name:

**J) Budget Information**

Funding Source	Funding Year of Appropriation	Budget List Number	Amount
GGRF	18-19	301.002AB	\$ 138,110

R&D Program Area: EERO: FPIP

TOTAL: \$ 138,110

Explanation for "Other" selection

Reimbursement Contract #:      Federal Agreement #:



**K) Recipient's Contact Information**

**1. Recipient's Administrator/Officer**

Name: Erick Watkins  
Address: 631 N Cluff Ave  
City, State, Zip: Lodi, CA 95240-0756  
Phone: 209-367 -6290  
E-Mail: ewatkins@pcoastp.com

**2. Recipient's Project Manager**

Name: Erick Watkins  
Address: 631 N Cluff Ave  
City, State, Zip: Lodi, CA 95240-0756  
Phone: 209-367 -6290  
E-Mail: ewatkins@pcoastp.com

**L) Selection Process Used**

- Competitive Solicitation      Solicitation #: GFO-20-307
- First Come First Served Solicitation      Solicitation #:

**M) 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 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  
Pacific Coast Producers**

**I. TASK ACRONYM/TERM LISTS**

**A. Task List**

Task #	CPR <sup>1</sup>	Task Name
1		General Project Tasks
2		Site Preparation and Equipment Procurement
3	X	Equipment Installation
4		Measurement and Verification
5		Technology/Knowledge Transfer Activities

**B. Acronym/Term List**

Acronym/Term	Meaning
CAM	Commission Agreement Manager
CAO	Commission Agreement Officer
CPR	Critical Project Review
GHG	Greenhouse Gas
M&V	Measurement and Verification
Recipient	Pacific Coast Producers
VFD	Variable Frequency Drive

**II. PURPOSE OF AGREEMENT, PROBLEM/SOLUTION STATEMENT, AND GOALS AND OBJECTIVES**

**A. Purpose of Agreement**

The purpose of this Agreement is to optimize an existing compressed air system by installing a high efficiency air compressor, air dryer, filters, variable frequency drives, and a larger air storage tank which enables lower system pressure that requires less energy to maintain at the Recipient's tomato processing facility. This project will result in reduced electricity consumption, greenhouse gas (GHG) emissions, and operating costs.

**B. Problem/ Solution Statement**

**Problem**

Compressed air is used throughout the Recipient's tomato processing facility in process equipment, boilers, and mechanic shops. Having efficient compressors and consistent flows and pressures results in overall compressed air system energy and quality efficiency gains. The existing compressed air system utilized an inefficient 150 hp compressor unit and the system is comprised of separate air systems without a central control and utilizes unloaders without variable frequency drives (VFDs).

**Solution**

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<sup>1</sup> Please see subtask 1.3 in Part III of the Scope of Work (General Project Tasks) for a description of Critical Project Review (CPR) Meetings.

# Exhibit A

## Scope of Work

### Pacific Coast Producers

1 This project will replace an existing inefficient 150 hp air compressor unit with a highly efficient  
2 unit equipped with a VFD and controls. Installation of a wet receiver tank and a new  
3 compressed air dryer that will contribute to additional efficiency gains by allowing a more rapid  
4 unloading process. This project will also equip an existing 300 hp air compressor unit with a  
5 VFD and will connect all four plant air compressor units to a centralized control system to allow  
6 for variable load in real time that will lead to added efficiency.

#### 7

#### 8 **C. Goals and Objectives of the Agreement**

#### 9

#### 10 **Agreement Goals**

11 The goal of this Agreement is to reduce GHG emissions and electricity consumption by  
12 optimizing the compressed air system at the Recipient's tomato processing facility.

#### 13

#### 14 **Agreement Objectives**

15 The objective of this Agreement is to:

- 16 • Measure the facility's electricity consumption in order to establish a baseline for future  
17 comparisons.
- 18 • Specify and procure the necessary equipment and materials for the optimized  
19 compressed air system.
- 20 • Reduce annual electricity consumption associated with the compressed air system by at  
21 least 80,000 kWh per year and GHG emissions by approximately 20 metric tons of  
22 carbon dioxide equivalent per year.
- 23 • Measure and validate electricity and GHG emissions reductions resulting from the project.
- 24 • Share the knowledge gained, project results, and lessons learned with relevant industry  
25 and the public.

#### 26

#### 27 **III. TASK 1 GENERAL PROJECT TASKS**

#### 28

#### 29 **PRODUCTS**

#### 30 **Subtask 1.1 Products**

31 The goal of this subtask is to establish the requirements for submitting project products (e.g.,  
32 reports, summaries, plans, and presentation materials). Unless otherwise specified by the  
33 Commission Agreement Manager (CAM), the Recipient must deliver products as required below  
34 by the dates listed in the **Project Schedule (Part V)**. Products that require a draft version are  
35 indicated by marking “**(draft and final)**” after the product name in the “Products” section of the  
36 task/subtask. If “(draft and final)” does not appear after the product name, only a final version of  
37 the product is required. With respect to due dates within this Scope of Work, “**days**” means  
38 working days.

#### 39

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

#### 41

#### 42 For products that require a draft version, including the Final Report Outline and Final Report

- 43 • Submit all draft products to the CAM for review and comment in accordance with the  
44 Project Schedule (Part V). The CAM will provide written comments to the Recipient on  
45 the draft product within 15 days of receipt, unless otherwise specified in the task/subtask  
46 for which the product is required.

**Exhibit A**  
**Scope of Work**  
**Pacific Coast Producers**

- 1 • Consider incorporating all CAM comments into the final product. If the Recipient  
2 disagrees with any comment, provide a written response explaining why the comment  
3 was not incorporated into the final product.
- 4 • Submit the revised product and responses to comments within 10 days of notice by the  
5 CAM, unless the CAM specifies a longer time period, or approves a request for  
6 additional time.

7  
8 For products that require a final version only

- 9 • Submit the product to the CAM for acceptance. The CAM may request minor revisions or  
10 explanations prior to acceptance.

11  
12 For all products

- 13 • Submit all data and documents required as products in accordance with the following:  
14

15 Instructions for Submitting Electronic Files and Developing Software:

16  
17 ○ **Electronic File Format**

- 18 ▪ Submit all data and documents required as products under this Agreement in  
19 an electronic file format that is fully editable and compatible with the Energy  
20 Commission's software and Microsoft (MS)-operating computing platforms, or  
21 with any other format approved by the CAM. Deliver an electronic copy of the  
22 full text of any Agreement data and documents in a format specified by the  
23 CAM, such as memory stick or CD-ROM.

24  
25 The following describes the accepted formats for electronic data and documents  
26 provided to the Energy Commission as products under this Agreement, and  
27 establishes the software versions that will be required to review and approve all  
28 software products:

- 29 ▪ Data sets will be in MS Access or MS Excel file format (version 2007 or later),  
30 or any other format approved by the CAM.
- 31 ▪ Text documents will be in MS Word file format, version 2007 or later.
- 32 ▪ Documents intended for public distribution will be in PDF file format.
- 33 ▪ The Recipient must also provide the native Microsoft file format.
- 34 ▪ Project management documents will be in Microsoft Project file format,  
35 version 2007 or later.

36  
37 ○ **Software Application Development**

38 Use the following standard Application Architecture components in compatible  
39 versions for any software application development required by this Agreement  
40 (e.g., databases, models, modeling tools), unless the CAM approves other  
41 software applications such as open source programs:

- 42 ▪ Microsoft ASP.NET framework (version 3.5 and up). Recommend 4.0.
- 43 ▪ Microsoft Internet Information Services (IIS), (version 6 and up)  
44 Recommend 7.5.
- 45 ▪ Visual Studio.NET (version 2008 and up). Recommend 2010.
- 46 ▪ C# Programming Language with Presentation (UI), Business Object and Data  
47 Layers.
- 48 ▪ SQL (Structured Query Language).

**Exhibit A**  
**Scope of Work**  
**Pacific Coast Producers**

- 1           ▪ Microsoft SQL Server 2008, Stored Procedures. Recommend 2008 R2.
- 2           ▪ Microsoft SQL Reporting Services. Recommend 2008 R2.
- 3           ▪ XML (external interfaces).
- 4

5           Any exceptions to the Electronic File Format requirements above must be approved  
6           in writing by the CAM. The CAM will consult with the Energy Commission's  
7           Information Technology Services Branch to determine whether the exceptions are  
8           allowable.

9  
10 **MEETINGS**

11 **Subtask 1.2 Kick-off Meeting**

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

14  
15 **The Recipient shall:**

- 16       • Attend a "Kick-off" meeting with the CAM, the Commission Agreement Officer (CAO),  
17       and any other Energy Commission staff relevant to the Agreement. The Recipient will  
18       bring its Project Manager and any other individuals designated by the CAM to this  
19       meeting. The administrative and technical aspects of the Agreement will be discussed at  
20       the meeting. Prior to the meeting, the CAM will provide an agenda to all potential  
21       meeting participants. The meeting may take place in person or by electronic  
22       conferencing (e.g., WebEx), with approval of the CAM.

23  
24 The administrative portion of the meeting will include discussion of the following:

- 25       ○ Terms and conditions of the Agreement;
- 26       ○ Administrative products (subtask 1.1);
- 27       ○ CPR meetings (subtask 1.3);
- 28       ○ Match fund documentation (subtask 1.6);
- 29       ○ Permit documentation (subtask 1.7);
- 30       ○ Subcontracts (subtask 1.8); and
- 31       ○ Any other relevant topics.

32  
33 The technical portion of the meeting will include discussion of the following:

- 34       ○ The CAM's expectations for accomplishing tasks described in the Scope of Work;
- 35       ○ An updated Project Schedule;
- 36       ○ Technical products (subtask 1.1);
- 37       ○ Progress reports and invoices (subtask 1.5);
- 38       ○ Final Report (subtask 1.6); and
- 39       ○ Any other relevant topics.

- 40  
41       • Provide an *Updated Project Schedule, List of Match Funds, and List of Permits*, as  
42       needed to reflect any changes in the documents.

43  
44 **The CAM shall:**

- 45       • Designate the date and location of the meeting.
- 46       • Send the Recipient a *Kick-off Meeting Agenda*.

47  
48 **Recipient Products:**

- 49       • Updated Project Schedule (*if applicable*)

**Exhibit A**  
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- 1       • Updated List of Match Funds (*if applicable*)
- 2       • Updated List of Permits (*if applicable*)

3  
4 **CAM Product:**

- 5       • Kick-off Meeting Agenda

6  
7  
8 **Subtask 1.3 Critical Project Review (CPR) Meetings**

9 The goal of this subtask is to determine if the project should continue to receive Energy  
10 Commission funding, and if so whether any modifications must be made to the tasks, products,  
11 schedule, or budget. CPR meetings provide the opportunity for frank discussions between the  
12 Energy Commission and the Recipient. As determined by the CAM, discussions may include  
13 project status, challenges, successes, final report preparation, and progress on technical  
14 transfer and production readiness activities (if applicable). Participants will include the CAM and  
15 the Recipient, and may include the CAO and any other individuals selected by the CAM to  
16 provide support to the Energy Commission.

17  
18 CPR meetings generally take place at key, predetermined points in the Agreement, as  
19 determined by the CAM and as shown in the Task List on page 1 of this Exhibit. However, the  
20 CAM may schedule additional CPR meetings as necessary. The budget will be reallocated to  
21 cover the additional costs borne by the Recipient, but the overall Agreement amount will not  
22 increase. CPR meetings generally take place at the Energy Commission, but they may take  
23 place at another location, or may be conducted via electronic conferencing (e.g., WebEx) as  
24 determined by the CAM.

25  
26 **The Recipient shall:**

- 27       • Prepare a *CPR Report* for each CPR meeting that: (1) discusses the progress of the  
28 Agreement toward achieving its goals and objectives; and (2) includes recommendations  
29 and conclusions regarding continued work on the project.
- 30       • Submit the CPR Report along with any other *Task Products* that correspond to the  
31 technical task for which the CPR meeting is required (i.e., if a CPR meeting is required  
32 for Task 2, submit the Task 2 products along with the CPR Report).
- 33       • Attend the CPR meeting.
- 34       • Present the CPR Report and any other required information at each CPR meeting.

35  
36 **The CAM shall:**

- 37       • Determine the location, date, and time of each CPR meeting with the Recipient's input.
- 38       • Send the Recipient a *CPR Agenda* and a *List of Expected CPR Participants* in advance  
39 of the CPR meeting. If applicable, the agenda will include a discussion of match funding  
40 and permits.
- 41       • Conduct and make a record of each CPR meeting. Provide the Recipient with a  
42 *Schedule for Providing a Progress Determination* on continuation of the project.
- 43       • Determine whether to continue the project, and if so whether modifications are needed  
44 to the tasks, schedule, products, or budget for the remainder of the Agreement. If the  
45 CAM concludes that satisfactory progress is not being made, this conclusion will be  
46 referred to the Deputy Director of the Energy Research and Development Division.

**Exhibit A**  
**Scope of Work**  
**Pacific Coast Producers**

- Provide the Recipient with a *Progress Determination* on continuation of the project, in accordance with the schedule. The Progress Determination may include a requirement that the Recipient revise one or more products.

**Recipient Products:**

- CPR Report(s)
- Task Products (draft and/or final as specified in the task)

**CAM Products:**

- CPR Agenda
- List of Expected CPR Participants
- Schedule for Providing a Progress Determination
- Progress Determination

**Subtask 1.4 Final Meeting**

The goal of this subtask is to complete the closeout of this Agreement.

**The Recipient shall:**

- Meet with Energy Commission staff to present project findings, conclusions, and recommendations. The final meeting must be completed during the closeout of this Agreement. This meeting will be attended by the Recipient and CAM, at a minimum. The (meeting may occur in person or by electronic conferencing (e.g., WebEx), with approval of the CAM.

The technical and administrative aspects of Agreement closeout will be discussed at the meeting, which may be divided into two separate meetings at the CAM's discretion.

- The technical portion of the meeting will involve the presentation of findings, conclusions, and recommended next steps (if any) for the Agreement. The CAM will determine the appropriate meeting participants.
- The administrative portion of the meeting will involve a discussion with the CAM and the CAO of the following Agreement closeout items:
  - Disposition of any state-owned equipment.
  - Need to file a Uniform Commercial Code Financing Statement (Form UCC-1) regarding the Energy Commission's interest in patented technology.
  - The Energy Commission's request for specific "generated" data (not already provided in Agreement products).
  - Need to document the Recipient's disclosure of "subject inventions" developed under the Agreement.
  - "Surviving" Agreement provisions such as repayment provisions and confidential products.
  - Final invoicing and release of retention.

**Exhibit A**  
**Scope of Work**  
**Pacific Coast Producers**

- 1 • Prepare a *Final Meeting Agreement Summary* that documents any agreement made
- 2 between the Recipient and Commission staff during the meeting.
- 3 • Prepare a *Schedule for Completing Agreement Closeout Activities*.
- 4 • Provide *All Draft and Final Written Products* on a CD-ROM or USB memory stick,
- 5 organized by the tasks in the Agreement.
- 6

7 **Products:**

- 8 • Final Meeting Agreement Summary (*if applicable*)
- 9 • Schedule for Completing Agreement Closeout Activities
- 10 • All Draft and Final Written Products
- 11

12 **REPORTS AND INVOICES**

13 **Subtask 1.5 Progress Reports and Invoices**

14 The goals of this subtask are to: (1) periodically verify that satisfactory and continued progress  
15 is made towards achieving the project objectives of this Agreement; and (2) ensure that invoices  
16 contain all required information and are submitted in the appropriate format.

17  
18 **The Recipient shall:**

- 19 • Submit a quarterly *Progress Report* to the CAM. Each progress report must:
  - 20 ○ Summarize progress made on all Agreement activities as specified in the scope of
  - 21 work for the preceding month, including accomplishments, problems, milestones,
  - 22 products, schedule, fiscal status, and an assessment of the ability to complete the
  - 23 Agreement within the current budget and any anticipated cost overruns. See the
  - 24 Progress Report Format Attachment for the recommended specifications.
- 25 • Submit a quarterly *Invoice* that follows the instructions in the “Payment of Funds” section
- 26 of the terms and conditions, including a financial report on Match Fund and in-state
- 27 expenditures.
- 28

29 **Products:**

- 30 • Progress Reports
- 31 • Invoices
- 32

33 **Subtask 1.6 Final Report**

34 The goal of this subtask is to prepare a comprehensive Final Report that describes the original  
35 purpose, approach, results, and conclusions of the work performed under this Agreement. The  
36 CAM will review the Final Report according to the Project Schedule. When creating the Final  
37 Report, the Recipient must use the Style Manual provided by the CAM.

38  
39 **The Recipient shall:**

- 40 1) Prepare a *Final Report* for this Agreement in accordance with the Style Manual, and
- 41 Final Report Template provided by the CAM with the following considerations:
  - 42 ■ Ensure that the report includes the following items, in the following order:
    - 43 • Cover page (**required**)
    - 44 • Credits page on the reverse side of cover with legal disclaimer
    - 45 (**required**)
    - 46 • Acknowledgements page (optional)
    - 47 • Table of Contents (**required**, followed by List of Figures and List
    - 48 of Tables, if needed)

## Exhibit A Scope of Work Pacific Coast Producers

- 1 • Executive summary (**required**) following the Executive Summary
- 2 Template
- 3 • Include a summary table that includes the following information,
- 4 but is not limited to (**required**):
- 5 ○ Recipient name;
- 6 ○ Project description;
- 7 ○ Project location(s);
- 8 ○ Census tract;
- 9 ○ Dates: project selected and completed;
- 10 ○ GGRF dollars allocated;
- 11 ○ Leveraged and/or match funds;
- 12 ○ Estimated/actual total project GHG emission reductions;
- 13 ○ Estimated/actual energy saved (kWh, therms, or other
- 14 fuels) for energy efficiency projects;
- 15 ○ Estimated/actual energy generated (kWh or therm
- 16 equivalents) for renewable energy projects;
- 17 ○ Other benefits or results;
- 18 ○ Other market sectors that can benefit from the project
- 19 ○ Benefits to priority populations.
- 20 • Appendices - Include a copy of the M&V report for each
- 21 demonstration site funded by the Energy Commission grant).
- 22 (**required**)
- 23
- 24 ▪ Follow the Style Guide format requirements for headings,
- 25 figures/tables, citations, and acronyms/abbreviations.
- 26 ▪ Ensure that the document omits subjective comments and opinions.
- 27 However, recommendations in the conclusion of the report are
- 28 allowed.
- 29 • Submit a draft of the report to the CAM for review and comment according to the project
- 30 schedule. The CAM will provide written comments to the Recipient on the draft product
- 31 within 15 days of receipt
- 32 • Consider incorporating all CAM comments into the Final Report. If the Recipient
- 33 disagrees with any comment, provide a written response explaining why the comment
- 34 was not incorporated into the final product
- 35 • Submit the revised Final Report and responses to comments within 10 days of notice by
- 36 the CAM, unless the CAM specifies a longer time period or approves a request for
- 37 additional time.
- 38 • Submit one bound copy of the *Final Report* to the CAM along with *Written Responses to*
- 39 *Comments on the Draft Final Report*.

### 40 **Products:**

- 41 • Final Report (draft and final)
- 42 • Written Responses to Comments on the Draft Final Report
- 43
- 44

### 45 **CAM Product:**

- 46 • Written Comments on the Draft Final Report
- 47
- 48

# Exhibit A

## Scope of Work

### Pacific Coast Producers

#### **MATCH FUNDS, PERMITS, AND SUBCONTRACTS**

##### **Subtask 1.7 Match Funds**

The goal of this subtask is to ensure that the Recipient obtains any match funds planned for this Agreement and applies them to the Agreement during the Agreement term.

While the costs to obtain and document match funds are not reimbursable under this Agreement, the Recipient may spend match funds for this task. The Recipient may only spend match funds during the Agreement term, either concurrently or prior to the use of Energy Commission funds. Match funds must be identified in writing, and the Recipient must obtain any associated commitments before incurring any costs for which the Recipient will request reimbursement.

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

- Prepare a *Match Funds Status Letter* that documents the match funds committed to this Agreement. 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 this 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 cash match funds, their source(s) (including a contact name, address, and telephone number), and the task(s) to which the match funds will be applied.
  - The amount of each in-kind contribution, a description of the contribution type (e.g., property, services), the documented market or book value, the 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 must identify its owner and provide a contact name, address, telephone number, and the address where the property is located.
  - If different from the solicitation application, provide a letter of commitment from an authorized representative of each source of match funding that the funds or contributions have been secured.
- At the Kick-off meeting, discuss match funds and the impact on the project if they are significantly reduced or not obtained as committed. 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 *Supplemental Match Funds Notification Letter* to the CAM of receipt of additional match funds.
- Provide a *Match Funds Reduction Notification Letter* to the CAM if existing match funds are reduced during the course of the Agreement. Reduction of match funds may trigger a CPR meeting.

##### **Products:**

- Match Funds Status Letter
- Supplemental Match Funds Notification Letter (*if applicable*)
- Match Funds Reduction Notification Letter (*if applicable*)

# Exhibit A

## Scope of Work

### Pacific Coast Producers

#### 1 **Subtask 1.8 Permits**

2 The goal of this subtask is to obtain all permits required for work completed under this  
3 Agreement in advance of the date they are needed to keep the Agreement schedule on track.  
4 Permit costs and the expenses associated with obtaining permits are not reimbursable under  
5 this Agreement, with the exception of costs incurred by University of California recipients.  
6 Permits must be identified and obtained before the Recipient may incur any costs related to the  
7 use of the permit(s) for which the Recipient will request reimbursement.

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

- 9
- 10 • Prepare a *Permit Status Letter* that documents the permits required to conduct this  
11 Agreement. If no permits are required at the start of this Agreement, then state this in the  
12 letter. If permits will be required during the course of the Agreement, provide in the letter:  
13 ○ A list of the permits that identifies: (1) the type of permit; and (2) the name,  
14 address, and telephone number of the permitting jurisdictions or lead agencies.  
15 ○ The schedule the Recipient will follow in applying for and obtaining the permits.

16  
17 The list of permits and the schedule for obtaining them will be discussed at the Kick-off  
18 meeting (subtask 1.2), and a timetable for submitting the updated list, schedule, and  
19 copies of the permits will be developed. The impact on the project if the permits are not  
20 obtained in a timely fashion or are denied will also be discussed. If applicable, permits  
21 will be included as a line item in progress reports and will be a topic at CPR meetings.

- 22 • If during the course of the Agreement additional permits become necessary, then  
23 provide the CAM with an *Updated List of Permits* (including the appropriate information  
24 on each permit) and an *Updated Schedule for Acquiring Permits*.
- 25 • Send the CAM a *Copy of Each Approved Permit*.
- 26 • If during the course of the Agreement permits are not obtained on time or are denied,  
27 notify the CAM within 5 days. Either of these events may trigger a CPR meeting.

#### 28 **Products:**

- 29 • Permit Status Letter
- 30 • Updated List of Permits (*if applicable*)
- 31 • Updated Schedule for Acquiring Permits (*if applicable*)
- 32 • Copy of Each Approved Permit (*if applicable*)

#### 33 **Subtask 1.9 Subcontracts**

34  
35 The goals of this subtask are to: (1) procure subcontracts required to carry out the tasks under  
36 this Agreement; and (2) ensure that the subcontracts are consistent with the terms and  
37 conditions of this Agreement.

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

- 39 • Manage and coordinate subcontractor activities in accordance with the requirements of  
40 this Agreement.
  - 41 • Incorporate this Agreement by reference into each subcontract.
  - 42 • Include any required Energy Commission flow-down provisions in each subcontract, in  
43 addition to a statement that the terms of this Agreement will prevail if they conflict with  
44 the subcontract terms.
  - 45 • If required by the CAM, submit a draft of each *Subcontract* required to conduct the work  
46 under this Agreement.
- 47  
48

**Exhibit A**  
**Scope of Work**  
**Pacific Coast Producers**

- 1       • Submit a final copy of the executed subcontract.
- 2       • Notify and receive written approval from the CAM prior to adding any new
- 3       subcontractors (see the discussion of subcontractor additions in the terms and
- 4       conditions).
- 5

6       **Products:**

- 7       • Subcontracts (*draft if required by the CAM*)
- 8

**Exhibit A**  
**Scope of Work**  
**Pacific Coast Producers**

1 **IV. TECHNICAL TASKS**

2  
3 *Products that require a draft version are indicated by marking “(draft and final)” after the*  
4 *product name in the “Products” section of the task/subtask. If “(draft and final)” does not appear*  
5 *after the product name, only a final version of the product is required. **Subtask 1.1 (Products)***  
6 *describes the procedure for submitting products to the CAM.*  
7  
8

9 **TASK 2: SITE PREPARATION AND EQUIPMENT PROCUREMENT**

10 The goal of this task is to prepare the site and procure the necessary equipment and materials  
11 for this project.  
12

13 **The Recipient shall:**

- 14 • Secure all permits necessary to conduct site preparation and equipment installation.
- 15 • Prepare performance specifications for each equipment, secure bids and procure the  
16 equipment.
- 17 • Identify the preliminary plans for equipment delivery.
- 18 • Provide a *Site Preparation and Equipment Procurement Memo* that shall include, but not  
19 be limited to:
  - 20 ○ Summary of the steps to prepare the site;
  - 21 ○ Copy of the performance specifications for each equipment purchased by the  
22 grant.
  - 23 ○ Summary of the bids received and from whom;
  - 24 ○ Copies of all required permits needed for installation;
  - 25 ○ Copies of the final procurement documents and purchase orders; and
  - 26 ○ Status of the planned installation including preliminary schedule for equipment  
27 delivery and installation.

28  
29 **Products:**

- 30 • Site Preparation and Equipment Procurement Memo

31  
32  
33 **TASK 3: EQUIPMENT INSTALLATION**

34 The goal of this task is to install and commission the equipment for this project.  
35

36 **The Recipient shall:**

- 37 • Prepare the site for installation.
- 38 • Complete installation and programming of the optimized compressed air system.
- 39 • Start-up and commission equipment and adjustments as needed to meet stated  
40 performance specification.
- 41 • Provide an *Equipment Installation Memo* that shall include, but not be limited to:
  - 42 ○ Summary of the equipment installation requirements;
  - 43 ○ Identification of barriers involved during installation and discuss the steps taken  
44 to overcome those barriers;
  - 45 ○ Discuss results of equipment start-up and commissioning with respect to whether  
46 the equipment as installed meets the stated performance specifications.
- 47 • Prepare *CPR Report #1* and participate in CPR meeting in accordance with subtask 1.3.  
48

**Exhibit A**  
**Scope of Work**  
**Pacific Coast Producers**

1 **Products:**

- 2     • Equipment Installation Memo (draft and final)  
3     • CPR Report #1  
4

5  
6 **TASK 4: MEASUREMENT AND VERIFICATION**

7 The goal of this task is to report the benefits resulting from this project by performing  
8 measurement and verification (M&V) of greenhouse gas (GHG) and energy consumption  
9 reduction.  
10

11 **The Recipient shall:**

- 12     • Enter into agreement with M&V subcontractor per Task 1.9  
13     • Coordinate site visits with the M&V subcontractor at the demonstration site  
14     • Develop M&V protocol for *pre-installation* measurement (and calculation):  
15         ○ Electric, natural gas and/or other fossil fuel consumption and GHG emissions (use  
16             appropriate emissions factor from Attachment 8 of the grant solicitation) of the  
17             equipment/process/system(s)/sub-system(s) that are to be upgraded and/or replaced  
18             and/or modified.  
19         ○ Ensure installation of sub-metering equipment and data loggers for pre/post data  
20             analysis.  
21     • Prepare and provide a detailed *M&V Plan* to include but not be limited to:  
22         ○ A description of the monitoring equipment and instrumentation which will be  
23             used.  
24         ○ A description of the key input parameters and output metrics which will be  
25             measured.  
26         ○ A description of the M&V protocol and analysis methods to be employed.  
27         ○ A description of the independent, third-party M&V services to be employed, if  
28             applicable.  
29     • Perform three months (or shorter period as approved in writing by the CAM) of pre-  
30     installation measurements (and calculations) based on the M&V protocol for pre-  
31     installation.  
32     • Prepare and provide a Pre-Installation M&V Findings Report that includes M&V protocol,  
33     pre-install measurements (and calculations), analysis, and results performed in this task.  
34     • Develop M&V protocol for *post-installation* measurements (and calculations) of:  
35         ○ Electric, natural gas and/or other fossil fuel consumption and GHG emissions (use  
36             appropriate emissions factor from Attachment 8 of the grant solicitation) of the  
37             equipment/process/system(s)/sub-system(s) that will be upgraded and/or replaced  
38             and/or modified  
39     • Perform 12 months or two seasons, for seasonal facilities, (or shorter period as  
40     approved in writing by the CAM) of post-installation measurements based on M&V  
41     protocol for post-installation.  
42     • Provide a summary of post-installation M&V progress in Progress Report(s) (see  
43     subtask 1.5) which shall include but not be limited to:  
44         ○ A narrative on operational highlights from the reporting period, including any  
45             stoppages in operation and why; and  
46         ○ A summary of M&V findings from the reporting period.  
47     • Analyze post-installation electrical, natural gas and/or other fossil fuel consumption and  
48     GHG emissions.

**Exhibit A**  
**Scope of Work**  
**Pacific Coast Producers**

- 1 • Prepare and provide a *Post-Installation M&V Findings Report* that includes M&V  
2 protocol, pre and post install measurements (and calculations), analysis, and results  
3 performed in this task. Results should at a minimum report on the reduction of  
4 electricity, natural gas and/or other fossil fuel usage and reductions of GHG emissions  
5 that directly result from this project.
- 6 • Provide all key assumptions used to estimate and determine energy and GHG  
7 reductions (and additions, if applicable).
- 8 • Provide all key assumptions used to estimate projected benefits, including targeted  
9 market sector (e.g., population and geographic location), projected market penetration,  
10 baseline and projected energy use and cost, operating conditions, and emission  
11 reduction calculations.

12  
13 **Products:**

- 14 • M&V Plan (draft and final)
- 15 • Pre-Installation M&V Findings Report (draft and final)
- 16 • Post-Installation M&V Findings Report(s) (draft and final)

17  
18  
19 **TASK 5: TECHNOLOGY/KNOWLEDGE TRANSFER ACTIVITIES**

20 The goal of this task is to make the knowledge gained, project results, and lessons learned  
21 available to the public and key decision makers.

22  
23 **The Recipient shall:**

- 24 • When directed by the CAM, develop *Presentation Materials* for an Energy Commission-  
25 sponsored conference/workshop(s) on the project.
- 26 • When directed by the CAM, participate in workshops symposium(s) sponsored by the  
27 California Energy Commission.
- 28 • Complete and update the project profile on the CEC's public online project and recipient  
29 directory on the Energize Innovation website([www.energizeinnovation.fund](http://www.energizeinnovation.fund)), and provide  
30 *Documentation of Project Profile on EnergizeInnovation.fund*, including the profile link.
- 31 • Provide at least (6) six *High Quality Digital Photographs* (minimum resolution of  
32 1300x500 pixels in landscape ratio) of pre and post technology installation at the project  
33 site(s) or related project photographs.

34  
35 **Products:**

- 36 • Presentation Materials (draft and final)
- 37 • Documentation of Project Profile on [EnergizeInnovation.fund](http://EnergizeInnovation.fund)
- 38 • High Quality Digital Photographs

39  
40  
41 **V. PROJECT SCHEDULE**

42 Please see the attached Excel spreadsheet.  
43

STATE OF CALIFORNIA

STATE ENERGY RESOURCES  
CONSERVATION AND DEVELOPMENT COMMISSION

RESOLUTION - RE: PACIFIC COAST PRODUCERS

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

**RESOLVED**, that the CEC approves Agreement FPI-20-003 with Pacific Coast Producers for a \$138,110 grant to install an optimized compressed air system at the recipient's tomato processing facility. Optimization will be achieved by installing a high-efficiency air compressor, air dryer, filters, variable frequency drives, and a larger air storage tank, which enables lower system pressure and requires less energy to maintain. This project will result in reduced electricity consumption, GHG emissions, and operating costs; and

**FURTHER BE IT RESOLVED**, that the Executive Director or his/her designee shall execute the same on behalf of the CEC.

**CERTIFICATION**

The undersigned Secretariat to the CEC 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 CEC held on May 12, 2021.

AYE:

NAY:

ABSENT:

ABSTAIN:

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Patricia Carlos  
Secretariat