



**CALIFORNIA  
ENERGY COMMISSION**



**California Energy Commission  
September 13, 2023 Business Meeting  
Backup Materials for Agenda Item No 05a:  
Porifera, Inc.**

The following backup materials for the above-referenced agenda item are available in this PDF packet as listed below:

1. Proposed Resolution
2. Grant Request Form
3. Scope of Work

**STATE OF CALIFORNIA**  
**STATE ENERGY RESOURCES**  
**CONSERVATION AND DEVELOPMENT COMMISSION**

**RESOLUTION: Porifera, Inc.**

**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 EPC-23-011 with Porifera, Inc. for a \$4,998,521 grant to install Porifera Forward Osmosis Recycler System to maximize reclamation of hard-to-treat paper pulp wastewater for on-site reuse at The Procter & Gamble Paper Products Company facility in Oxnard; and

**FURTHER BE IT RESOLVED**, that the Executive Director or their 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 September 13, 2023.

AYE:  
NAY:  
ABSENT:  
ABSTAIN:

Dated:

\_\_\_\_\_  
Kristine Banaag  
Secretariat



## GRANT REQUEST FORM (GRF)

### A. New Agreement Number

**IMPORTANT:** New Agreement # to be completed by Contracts, Grants, and Loans Office.

**New Agreement Number:** EPC-23-011

### B. Division Information

1. Division Name: ERDD
2. Agreement Manager: Neeva Benipal
3. MS: None
4. Phone Number: 916-776-0811

### C. Recipient's Information

1. Recipient's Legal Name: Porifera, Inc.
2. Federal ID Number: 26-2704998

### D. Title of Project

Title of project: Low-Energy, High Recovery Treatment of Pulp and Paper Wastewater

### E. Term and Amount

1. Start Date: 9/27/2023
2. End Date: 3/31/2028
3. Amount: \$4,998,521.00

### F. Business Meeting Information

1. Are the ARFVTP agreements \$75K and under delegated to Executive Director? No
2. The Proposed Business Meeting Date: 9/13/2023
3. Consent or Discussion? Discussion
4. Business Meeting Presenter Name: Michael Lozano
5. Time Needed for Business Meeting: 5 minutes
6. The email subscription topic is: EPIC (Electric Program Investment Charge).

#### Agenda Item Subject and Description:

Porifera, Inc.

Proposed resolution approving Agreement EPC-23-011 with Porifera, Inc. for a \$4,998,521.00 grant to install Porifera Forward Osmosis Recycler System to maximize reclamation of hard-to-treat paper pulp wastewater for on-site reuse at The Procter & Gamble Paper Products Company facility in Oxnard, and adopting staff's determination that this action is exempt from CEQA. (EPIC funding) Contact: Michael Lozano

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

#### 1. Is Agreement considered a "Project" under CEQA?

Yes

If yes, skip to question 2.

If no, complete the following (PRC 21065 and 14 CCR 15378) and 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 answer the following questions.**

a) Agreement **IS** exempt?

Yes

Statutory Exemption?

No

If yes, list PRC and/or CCR section number(s) and separate each with a comma. If no, enter “None” and go to the next question.

PRC section number: None

CCR section number: None

Categorical Exemption?

Yes

If yes, list CCR section number(s) and separate each with a comma. If no, enter “None” and go to the next question.

CCR section number: Cal. Code Regs., tit. 14, § 15301 ; Cal. Code Regs., tit. 14, § 15306 ; Cal. Code Regs., tit. 14, § 15304

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

No

If yes, explain reason why Agreement is exempt under the above section. If no, enter “Not applicable” and go to the next section.

California Code of Regulations, title 14 section 15301, California Code of Regulations, title 14 section 15304, and California Code of Regulations, title 14 section 15306. California Code of Regulations, title 14 section 15301 provides that the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use is categorically exempt from CEQA. The proposed activities of the project include laboratory research and development, equipment design and assembly, and equipment operation. All these activities will take place within existing fully permitted buildings or facilities, without need for expansion or significant modification of the facilities. No new permits will be required for the proposed activities. The equipment is planned to be modular and acceptable for installation outside on a concrete pad. The operation of the equipment will use infrastructure (plumbing, electrical, water, and sewer) at the recipient's facility. For these reasons, the project will not have a significant effect on the environment and the project is categorically exempt under California Code of Regulations, title 14 section 15301.

Cal. Code Regs., tit. 14, sect. 15304 provides that projects which consist of minor public or private alterations in the condition of land, water, and/or vegetation which do not involve removal of healthy, mature, scenic trees except for forestry and agricultural purposes are categorically exempt from the provisions of CEQA. The proposed activities of the project include laboratory research and development,



equipment design and assembly, and equipment operation. All these activities will take place within existing fully permitted buildings or facilities, without need for expansion or significant modification of the facilities. No new permits will be required for the proposed activities. The equipment is planned to be modular and acceptable for installation outside on a concrete pad. The operation of the equipment will use infrastructure (plumbing, electrical, water, and sewer) at the recipient's facility. Therefore, the project falls within section 15304 and will not have a significant effect on the environment.

Cal. Code Regs., tit. 14, sect. 15306 consists of basic data collection, research, experimental management, and resource evaluation activities which do not result in a serious or major disturbance to an environmental resource. The proposed activities of the project include laboratory research and development, equipment design and assembly, and equipment operation. All these activities will take place within existing fully permitted buildings or facilities, without need for expansion or significant modification of the facilities. No new permits will be required for the proposed activities. The equipment is planned to be modular and acceptable for installation outside on a concrete pad. The operation of the equipment will use infrastructure (plumbing, electrical, water, and sewer) at the recipient's facility. For these reasons, the proposed project will have no significant effect on the environment and is categorically exempt under section 15306.

This project does not involve impacts on any particularly sensitive environment; does not involve any cumulative impacts of successive projects of the same type in the same place that might be considered significant; does not involve unusual circumstances that might have a significant effect on the environment; will not result in damage to scenic resources within a highway officially designated as a state scenic highway; the project site is not included on any list compiled pursuant to Government Code section 65962.5; and the project will not cause a substantial adverse change in the significance of a historical resource. Therefore, none of the exceptions to categorical exemptions listed in CEQA Guidelines section 15300.2 apply to this project and this project will not have a significant effect on the environment.

b) Agreement **IS NOT** exempt.

**IMPORTANT:** consult with the legal office to determine next steps.

No

If yes, answer yes or no to all that applies. If no, list all as "no" and "None" as "yes".

Additional Documents	Applies
Initial Study	No
Negative Declaration	No
Mitigated Negative Declaration	No
Environmental Impact Report	No
Statement of Overriding Considerations	No
None	Yes



## H. Subcontractors

List all Subcontractors listed in the Budget (s) (major and minor). Insert additional rows if needed. If no subcontractors to report, enter "No subcontractors to report" and "0" to funds.

**Delete** any unused rows from the table.

Subcontractor Legal Company Name	CEC Funds	Match Funds
CDM Smith Inc.	\$ 30,000	\$0
The Procter & Gamble Paper Products Company	\$ 0	\$5,000,000

## I. Vendors and Sellers for Equipment and Materials/Miscellaneous

List all Vendors and Sellers listed in Budget(s) for Equipment and Materials/Miscellaneous. Insert additional rows if needed. If no vendors or sellers to report, enter "No vendors or sellers to report" and "0" to funds. **Delete** any unused rows from the table.

Vendor/Seller Legal Company Name	CEC Funds	Match Funds
TBD - Shipper	\$56,000	\$0

## J. Key Partners

List all key partner(s). Insert additional rows if needed. If no key partners to report, enter "No key partners to report." **Delete** any unused rows from the table.

Key Partner Legal Company Name
The Procter & Gamble Paper Products Company

## K. Budget Information

Include all budget information. Insert additional rows if needed. If no budget information to report, enter "N/A" for "Not Applicable" and "0" to Amount. **Delete** any unused rows from the table.

Funding Source	Funding Year of Appropriation	Budget List Number	Amount
EPIC	21-22	301.001I	\$ 4,998,521

**TOTAL Amount:** \$ 4,998,521

R&D Program Area: EERB: IAW

Explanation for "Other" selection Not applicable

Reimbursement Contract #: Not applicable

Federal Agreement #: Not applicable

## L. Recipient's Contact Information



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

Name: Silvana Shepard

Address: 1575 Alvarado St

City, State, Zip: San Leandro, CA 94577-2640

Phone: 510-999-5393

E-Mail: silvana.shepard@poriferanano.com

**3. Recipient's Project Manager**

Name: Olgica Bakajin

Address: 1575 Alvarado St

City, State, Zip: San Leandro, CA 94577-2640

Phone: 510 999 5393

E-Mail: olgica@poriferanano.com

**M. Selection Process Used**

There are three types of selection process. List the one used for this GRF.

Selection Process	Additional Information
Competitive Solicitation #	GFO-22-301
First Come First Served Solicitation #	Not applicable
Other	Not applicable

**N. Attached Items**

1. List all items that should be attached to this GRF by entering "Yes" or "No".

Item Number	Item Name	Attached
1	Exhibit A, Scope of Work/Schedule	Yes
2	Exhibit B, Budget Detail	Yes
3	CEC 105, Questionnaire for Identifying Conflicts	Yes
4	Recipient Resolution	No
5	Awardee CEQA Documentation	No

**Approved By**

Individuals who approve this form must enter their full name and approval date in the MS Word version.

**Agreement Manager:** Neeva Benipal



STATE OF CALIFORNIA  
CALIFORNIA ENERGY COMMISSION

Grant Request Form  
CEC-270 (Revised 9/2022)

**Approval Date:** Agreement Manager's Approval Date

**Branch Manager:** Virginia Lew

**Approval Date:** Office Manager's Approval Date

**Director:** Angela Gould

**Approval Date:** Deputy Director's Approval Date



**Exhibit A  
Scope of Work  
Porifera, Inc.**

**I. TASK ACRONYM/TERM LISTS**

**A. Task List**

<b>Task #</b>	<b>CPR<sup>1</sup></b>	<b>Task Name</b>
1		General Project Tasks
2	X	Design and Manufacture of Systems
3		Installation, Operation, Optimization
4		Evaluation of Project Benefits
5		Technology/Knowledge Transfer Activities

**Acronym/Term List**

<b>Acronym/Term</b>	<b>Meaning</b>
<b>CAM</b>	<b>Commission Agreement Manager</b>
<b>CAO</b>	<b>Commission Agreement Officer</b>
<b>CEC</b>	<b>California Energy Commission</b>
<b>CPR</b>	<b>Critical Project Review</b>
<b>MS</b>	<b>Microsoft</b>
<b>P&amp;ID</b>	<b>Piping and Instrumentation Diagram</b>
<b>PFD</b>	<b>Process Flow Diagram</b>
<b>PFO</b>	<b>Porifera Forward Osmosis</b>
<b>Recipient</b>	<b>Porifera, Inc.</b>
<b>SQL</b>	<b>Structured Query Language</b>
<b>TAC</b>	<b>Technical Advisory Committee</b>

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

**A. Purpose of Agreement**

Install Porifera Forward Osmosis (PFO) Recycler system at The Procter & Gamble Paper Products Company facility located in Oxnard to maximize reclamation of hard-to-treat paper pulp wastewater to:

- Reduce energy consumption and greenhouse gas emissions for treating wastewater with high levels of suspended solids and organic matter.
- Maximize reclamation of high purity water for on-site reuse.

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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 Porifera, Inc.**

- Reduce chemical utilization and maintenance costs associated with wastewater treatment.

### **B. Problem/ Solution Statement**

#### **Problem**

The pulp and paper industry is one of the largest users of water in the industrial economy of the United States. It requires an average of 17,000 gallons of water to produce a ton of paper, and almost all phases of manufacturing require water. Furthermore, waste streams from this industry have high levels of suspended solids and organic matter, making it difficult to treat. Generating high purity water for reuse is an expensive, energy intensive process that requires high maintenance costs.

#### **Solution**

Implementation of the PFO Recycler would allow energy-efficient and cost-effective wastewater reuse with a high permeate quality and thus assist in achieving the State's statutory energy goals. The PFO Recycler is an emerging technology that combines forward osmosis and reverse osmosis to treat challenging wastewater that could be recycled within a commercial pulp and paper facility while reducing energy consumption compared to incumbent processes.

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

#### **Agreement Goals**

The goals of this Agreement are to:

- Demonstrate energy use of maximum 16.5 kWh/1000 gallons of wastewater treated.
- Demonstrate high quality water for reuse (0-100 Total Dissolved Solids - and 0-100 Chemical Oxygen Demand).
- Demonstrate operational costs of <\$2500/acre ft of water.
- Demonstrate at least 80 percent water recovery.

**Ratepayer Benefits:**<sup>2</sup> This Agreement will result in the ratepayer benefits of greater electricity reliability, lower costs, and increased safety by increasing water reuse and reducing the energy use for water reclamation. This Agreement will result in new installations for on-site treatment of hard-to-treat wastewater that could be attractive to similar industries by:

- 1) Providing unique solutions for water reuse that will increase water availability during droughts while increasing safety of the water supply.
- 2) Reducing wastewater treatment and reuse costs.
- 3) Reducing energy demand and costs and associated emissions compared to alternate solutions.

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<sup>2</sup> California Public Resources Code, Section 25711.5(a) requires projects funded by the Electric Program Investment Charge (EPIC) to result in ratepayer benefits. The California Public Utilities Commission, which established the EPIC in 2011, defines ratepayer benefits as (1) improving safety, (2) increasing reliability, (3) increasing affordability, (4) improving environmental sustainability, and (5) improving equity (See CPUC Decision 21-11-028 at Appendix A, November 18, 2021, <https://docs.cpuc.ca.gov/PublishedDocs/Published/G000/M425/K515/425515575.PDF>).

## **Exhibit A Scope of Work Porifera, Inc.**

- 4) Providing unique solutions for decentralized water reuse to support public health and economic development, especially in disadvantaged communities with limited availability of potable water.

**Technological Advancement and Breakthroughs**:<sup>3</sup> This Agreement will lead to technological advancement and breakthroughs to overcome barriers to the achievement of the State of California's statutory energy goals by demonstrating that difficult to treat water from pulp and paper industry can be efficiently reused with high water recovery rates and lower energy use compared to other options.

### **Agreement Objectives**

The objectives of this Agreement are to:

- Design, manufacture and install PFO Recycler at The Procter & Gamble Paper Products Company in Oxnard, CA
- Operate and demonstrate the equipment and measure operational parameters and performance such as water recovery rate, energy use, water quality, amount of on-site water reused by The Procter & Gamble Paper Products Company, and maintenance requirements.

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<sup>3</sup> California Public Resources Code, section 25711.5(a) also requires EPIC-funded projects to "lead to technological advancement and breakthroughs to overcome the barriers that prevent the achievement of the state's statutory and energy goals..."

# Exhibit A

## Scope of Work

### Porifera, Inc.

### III. TASK 1 GENERAL PROJECT TASKS

#### PRODUCTS

##### Subtask 1.1 Products

The goal of this subtask is to establish the requirements for submitting project products (e.g., reports, summaries, plans, and presentation materials). Unless otherwise specified by the Commission Agreement Manager (CAM), the Recipient must deliver products as required below by the dates listed in the **Project Schedule (Part V)**. All products submitted which will be viewed by the public, must comply with the accessibility requirements of Section 508 of the federal Rehabilitation Act of 1973, as amended (29 U.S.C. Sec. 794d), and regulations implementing that act as set forth in Part 1194 of Title 36 of the Federal Code of Regulations. All technical tasks should include product(s). Products that require a draft version are indicated by marking “**(draft and final)**” after the product name in the “Products” section of the task/subtask. If “(draft and final)” does not appear after the product name, only a final version of the product is required. With respect to due dates within this Scope of Work, “**days**” means working days.

##### The Recipient shall:

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

- Submit all draft products to the CAM for review and comment in accordance with the Project Schedule (Part V). The CAM will provide written comments to the Recipient on the draft product within 15 days of receipt, unless otherwise specified in the task/subtask for which the product is required.
- Consider incorporating all CAM comments into the final product. If the Recipient disagrees with any comment, provide a written response explaining why the comment was not incorporated into the final product.
- Submit the revised product and responses to comments within 10 days of notice by the CAM, unless the CAM specifies a longer time period, or approves a request for additional time.

##### For products that require a final version only

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

##### For all products

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

##### Instructions for Submitting Electronic Files and Developing Software:

##### ○ **Electronic File Format**

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

## **Exhibit A Scope of Work Porifera, Inc.**

The following describes the accepted formats for electronic data and documents provided to the CEC as products under this Agreement, and establishes the software versions that will be required to review and approve all software products:

- Data sets will be in MS Access or MS Excel file format (version 2007 or later), or any other format approved by the CAM.
  - Text documents will be in MS Word file format, version 2007 or later.
  - Project management documents will be in Microsoft (MS) Project file format, version 2007 or later.
- **Software Application Development**  
Use the following standard Application Architecture components in compatible versions for any software application development required by this Agreement (e.g., databases, models, modeling tools), unless the CAM approves other software applications such as open source programs:
- MS ASP.NET framework (version 3.5 and up). Recommend 4.0.
  - MS Internet Information Services, (version 6 and up)  
Recommend 7.5.
  - Visual Studio.NET (version 2008 and up). Recommend 2010.
  - C# Programming Language with Presentation (UI), Business Object and Data Layers.
  - Structured Query Language (SQL).
  - MS SQL Server 2008, Stored Procedures. Recommend 2008 R2.
  - MS SQL Reporting Services. Recommend 2008 R2.
  - XML (external interfaces).

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

### **MEETINGS**

#### **Subtask 1.2 Kick-off Meeting**

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

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

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

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

- Terms and conditions of the Agreement;
- Invoicing and auditing procedures;
- Administrative products (subtask 1.1);
- Critical Project Review (CPR) meetings (subtask 1.3);
- Match fund documentation (subtask 1.7);

## **Exhibit A Scope of Work Porifera, Inc.**

- Permit documentation (subtask 1.8);
- Subcontracts (subtask 1.9); and
- Any other relevant topics.

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

- The CAM's expectations for accomplishing tasks described in the Scope of Work;
  - An updated Project Schedule;
  - Technical products (subtask 1.1);
  - Progress reports (subtask 1.5);
  - Final Report (subtask 1.6);
  - Technical Advisory Committee (TAC) meetings (subtasks 1.10 and 1.11); and
  - Any other relevant topics.
- Provide *Kick-off Meeting Presentation* to include but not limited to:
    - Project overview (i.e. project description, goals and objectives, technical tasks, expected benefits, etc.)
    - Project schedule that identifies milestones
    - List of potential risk factors and hurdles, and mitigation strategy
  - Provide an *Updated Project Schedule*, *Match Funds Status Letter*, and *Permit Status Letter*, as needed to reflect any changes in the documents.

### **The CAM shall:**

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

### **Recipient Products:**

- Kick-off Meeting Presentation
- Updated Project Schedule (*if applicable*)
- Match Funds Status Letter (subtask 1.7) (*if applicable*)
- Permit Status Letter (subtask 1.8) (*if applicable*)

### **CAM Product:**

- Kick-off Meeting Agenda

### **Subtask 1.3 Critical Project Review (CPR) Meetings**

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

CPR meetings generally take place at key, predetermined points in the Agreement, as determined by the CAM and as shown in the Task List on page 1 of this Exhibit.

## **Exhibit A Scope of Work Porifera, Inc.**

However, the CAM may schedule additional CPR meetings as necessary. The budget will be reallocated to cover the additional costs borne by the Recipient, but the overall Agreement amount will not increase. CPR meetings generally take place at the CEC, but they may take place at another location, or may be conducted via electronic conferencing (e.g., WebEx) as determined by the CAM.

### **The Recipient shall:**

- Prepare and submit a *CPR Report* for each CPR meeting that: (1) discusses the progress of the Agreement toward achieving its goals and objectives; and (2) includes recommendations and conclusions regarding continued work on the project.
- Attend the CPR meeting.
- Present the CPR Report and any other required information at each CPR meeting.

### **The CAM shall:**

- Determine the location, date, and time of each CPR meeting with the Recipient's input.
- Send the Recipient a *CPR Agenda* with a list of expected CPR participants in advance of the CPR meeting. If applicable, the agenda will include a discussion of match funding and permits.
- Conduct and make a record of each CPR meeting. Provide the Recipient with a schedule for providing a Progress Determination on continuation of the project.
- Determine whether to continue the project, and if so whether modifications are needed to the tasks, schedule, products, or budget for the remainder of the Agreement. If the CAM concludes that satisfactory progress is not being made, this conclusion will be referred to the Deputy Director of the Energy Research and Development Division.
- Provide the Recipient with a *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)

### **CAM Products:**

- CPR Agenda(s)
- 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 CEC 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.

## **Exhibit A Scope of Work Porifera, Inc.**

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 procured equipment.
  - The CEC'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.
- Prepare a *Final Meeting Agreement Summary* that documents any agreement made between the Recipient and CEC staff during the meeting.
- Prepare a *Schedule for Completing Agreement Closeout Activities*.
- Provide copies of *All Final Products* on a USB memory stick, organized by the tasks in the Agreement.

### **Products:**

- Final Meeting Agreement Summary (*if applicable*)
- Schedule for Completing Agreement Closeout Activities
- All Final Products

## **REPORTS AND INVOICES**

### **Subtask 1.5 Progress Reports and Invoices**

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

### **The Recipient shall:**

- Submit a monthly *Progress Report* to the CAM. Each progress report must:
  - Summarize progress made on all Agreement activities as specified in the scope of work for the preceding month, including accomplishments, problems, milestones, products, schedule, fiscal status, and an assessment of the ability to complete the Agreement within the current budget and any anticipated cost overruns. See the Progress Report Format Attachment for the recommended specifications.
- Submit a monthly or quarterly *Invoice* that follows the instructions in the "Payment of Funds" section of the terms and conditions, including a financial report on Match Funds and in-state expenditures.

### **Products:**

- Progress Reports
- Invoices



## **Exhibit A Scope of Work Porifera, Inc.**

### **Subtask 1.6 Final Report**

The goal of this subtask is to prepare a comprehensive Final Report that describes the original purpose, approach, results, and conclusions of the work performed under this Agreement.

When creating the Final Report Outline and the Final Report, the Recipient must use the CEC Style Manual provided by the CAM.

#### **Subtask 1.6.1 Final Report Outline**

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

- Prepare a *Final Report Outline* in accordance with the *CEC Style Manual* provided by the CAM.

##### **Recipient Products:**

- Final Report Outline (draft and final)

##### **CAM Product:**

- CEC Style Manual
- Comments on Draft Final Report Outline
- Acceptance of Final Report Outline

#### **Subtask 1.6.2 Final Report**

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

- Prepare a *Final Report* for this Agreement in accordance with the approved Final Report Outline, CEC Style Manual, and Final Report Template provided by the CAM with the following considerations:
  - Ensure that the report includes the following items, in the following order:
    - Cover page (**required**)
    - Credits page on the reverse side of cover with legal disclaimer (**required**)
    - Acknowledgements page (optional)
    - Preface (**required**)
    - Abstract, keywords, and citation page (**required**)
    - Table of Contents (**required**, followed by List of Figures and List of Tables, if needed)
    - Executive summary (**required**)
    - Body of the report (**required**)
    - References (if applicable)
    - Glossary/Acronyms (If more than 10 acronyms or abbreviations are used, it is required.)
    - Bibliography (if applicable)
    - Appendices (if applicable) (Create a separate volume if very large.)
    - Attachments (if applicable)
- Submit a draft of the Executive Summary to the TAC for review and comment.
- Develop and submit a *Summary of TAC Comments on Draft Final Report* received on the Executive Summary. For each comment received, the Recipient will identify in the summary the following:
  - Comments the Recipient proposes to incorporate.
  - Comments the Recipient does propose to incorporate and an explanation for why.

## Exhibit A Scope of Work Porifera, Inc.

- Submit a draft of the report to the CAM for review and comment. The CAM will provide written comments to the Recipient on the draft product within 15 days of receipt.
- Incorporate all CAM comments into the *Final Report*. If the Recipient disagrees with any comment, provide a *Written Responses to Comments* explaining why the comments were not incorporated into the final product.
- Submit the revised *Final Report* electronically with any Written Responses to Comments within 10 days of receipt of CAM's Written Comments on the Draft Final Report, unless the CAM specifies a longer time period or approves a request for additional time.

### Products:

- Summary of TAC Comments on Draft Final Report
- Draft Final Report
- Written Responses to Comments (*if applicable*)
- Final Report

### CAM Product:

- Written Comments on the Draft Final Report

## **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 CEC 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 CEC 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 CEC 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.

## **Exhibit A Scope of Work Porifera, Inc.**

- 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*)

### **Subtask 1.8 Permits**

The goal of this subtask 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, with the exception of costs incurred by University of California recipients. Permits must be identified and obtained before the Recipient may incur any costs related to the use of the permit(s) for which the Recipient will request reimbursement.

### **The Recipient shall:**

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

The list of permits and the schedule for obtaining them will be discussed at the Kick-off meeting (subtask 1.2), and a timetable for submitting the updated list, schedule, and copies of the permits will be developed. The impact on the project 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 progress reports and will be a topic at CPR meetings.

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

### **Products:**

- Permit Status Letter
- Updated List of Permits (*if applicable*)

## **Exhibit A Scope of Work Porifera, Inc.**

- Updated Schedule for Acquiring Permits (*if applicable*)
- Copy of Each Approved Permit (*if applicable*)

### **Subtask 1.9 Subcontracts**

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

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

- Manage and coordinate subcontractor activities in accordance with the requirements of this Agreement.
- Incorporate this Agreement by reference into each subcontract.
- Include any required CEC flow-down provisions in each subcontract, in addition to a statement that the terms of this Agreement will prevail if they conflict with the subcontract terms.
- If required by the CAM, submit a draft of each *Subcontract* required to conduct the work under this Agreement.
- Submit a final copy of each executed subcontract.
- Notify and receive written approval from the CAM prior to adding any new subcontractors (see the discussion of subcontractor additions in the terms and conditions).

#### **Products:**

- Subcontracts (*draft, if required by the CAM, and final*)

### **TECHNICAL ADVISORY COMMITTEE**

#### **Subtask 1.10 Technical Advisory Committee (TAC)**

The goal of this subtask is to create an advisory committee for this Agreement. The TAC should be composed of diverse professionals. The composition will vary depending on interest, availability, and need. TAC members will serve at the CAM's discretion. The purpose of the TAC is to:

- Provide guidance in project direction. The guidance may include scope and methodologies, timing, and coordination with other projects. The guidance may be based on:
  - Technical area expertise;
  - Knowledge of market applications; or
  - Linkages between the agreement work and other past, present, or future projects (both public and private sectors) that TAC members are aware of in a particular area.
- Review products and provide recommendations for needed product adjustments, refinements, or enhancements.
- Evaluate the tangible benefits of the project to the state of California, and provide recommendations as needed to enhance the benefits.
- Provide recommendations regarding information dissemination, market pathways, or commercialization strategies relevant to the project products.
- Help set the project team's goals and contribute to the development and evaluation of its statement of proposed objectives as the project evolves.
- Provide a credible and objective sounding board on the wide range of technical and financial barriers and opportunities.

## **Exhibit A Scope of Work Porifera, Inc.**

- Help identify key areas where the project has a competitive advantage, value proposition, or strength upon which to build.
- Advocate, to the extent the TAC members feel is appropriate, on behalf of the project in its effort to build partnerships, governmental support, and relationships with a national spectrum of influential leaders.
- Ask probing questions that ensure a long-term perspective on decision-making and progress toward the project's strategic goals.

The TAC may be composed of qualified professionals spanning the following types of disciplines:

- Researchers knowledgeable about the project subject matter;
- Members of trades that will apply the results of the project (e.g., designers, engineers, architects, contractors, and trade representatives);
- Public interest market transformation implementers;
- Product developers relevant to the project;
- U.S. Department of Energy research managers, or experts from other federal or state agencies relevant to the project;
- Public interest environmental groups;
- Utility representatives;
- Air district staff; and
- Members of relevant technical society committees.

### **The Recipient shall:**

- Prepare a *List of Potential TAC Members* that includes the names, companies, physical and electronic addresses, and phone numbers of potential members. The list will be discussed at the Kick-off meeting, and a schedule for recruiting members and holding the first TAC meeting will be developed.
- Recruit TAC members. Ensure that each individual understands member obligations and the TAC meeting schedule developed in subtask 1.11.
- Prepare a *List of TAC Members* once all TAC members have committed to serving on the TAC.
- Submit *Documentation of TAC Member Commitment* (such as Letters of Acceptance) from each TAC member.

### **Products:**

- List of Potential TAC Members
- List of TAC Members
- Documentation of TAC Member Commitment

### **Subtask 1.11 TAC Meetings**

The goal of this subtask is for the TAC to provide strategic guidance for the project by participating in regular meetings, which may be held via teleconference.

## **Exhibit A**

### **Scope of Work**

#### **Porifera, Inc.**

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

- Discuss the TAC meeting schedule with the CAM at the Kick-off meeting. Determine the number and location of meetings (in-person and via teleconference) in consultation with the CAM.
- Prepare a *TAC Meeting Schedule* that will be presented to the TAC members during recruiting. Revise the schedule after the first TAC meeting to incorporate meeting comments.
- Prepare a *TAC Meeting Agenda* and *TAC Meeting Back-up Materials* for each TAC meeting.
- Organize and lead TAC meetings in accordance with the TAC Meeting Schedule. Changes to the schedule must be pre-approved in writing by the CAM.
- Prepare *TAC Meeting Summaries* that include any recommended resolutions of major TAC issues.

##### **The TAC shall:**

- Help set the project team's goals and contribute to the development and evaluation of its statement of proposed objectives as the project evolves.
- Provide a credible and objective sounding board on the wide range of technical and financial barriers and opportunities.
- Help identify key areas where the project has a competitive advantage, value proposition, or strength upon which to build.
- Advocate on behalf of the project in its effort to build partnerships, governmental support and relationships with a national spectrum of influential leaders.
- Ask probing questions that ensure a long-term perspective on decision-making and progress toward the project's strategic goals.
- Review and provide comments to proposed project performance metrics.
- Review and provide comments to proposed project Draft Technology Transfer Plan.

##### **Products:**

- TAC Meeting Schedule (draft and final)
- TAC Meeting Agendas (draft and final)
- TAC Meeting Back-up Materials
- TAC Meeting Summaries

##### **Subtask 1.12 Project Performance Metrics**

The goal of this subtask is to finalize key performance targets for the project based on feedback from the TAC and report on final results in achieving those targets. The performance targets should be a combination of scientific, engineering, techno-economic, and/or programmatic metrics that provide the most significant indicator of the research or technology's potential success.

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

- Complete and submit the project performance metrics section of the *Initial Project Benefits Questionnaire*, developed in the Evaluation of Project Benefits task, to the CAM.
- Present the draft project performance metrics at the first TAC meeting to solicit input and comments from the TAC members.

**Exhibit A**  
**Scope of Work**  
**Porifera, Inc.**

- Develop and submit a *TAC Performance Metrics Summary* that summarizes comments received from the TAC members on the proposed project performance metrics. The *TAC Performance Metrics Summary* will identify:
  - TAC comments the Recipient proposes to incorporate into the *Initial Project Benefits Questionnaire*, developed in the Evaluation of Project Benefits task.
  - TAC comments the Recipient does not propose to incorporate with an explanation why.
- Develop and submit a *Project Performance Metrics Results* document describing the extent to which the Recipient met each of the performance metrics in the *Final Project Benefits Questionnaire*, developed in the Evaluation of Project Benefits task.
- Discuss the *Project Performance Metrics Results* at the Final Meeting.

**Products:**

- TAC Performance Metrics Summary
- Project Performance Metrics Results

## **Exhibit A Scope of Work Porifera, Inc.**

### **IV. TECHNICAL TASKS**

#### **TASK 2 DESIGN AND MANUFACTURE OF SYSTEMS**

The goal of this task is to design and manufacture the PFO equipment to be installed at Project Site.

**The Recipient shall:**

- Create preliminary Process Flow Diagram (PFD) and Piping and Instrumentation Diagram (P&ID) for the entire installation, including all the ancillary equipment.
- Work with Site Partner and Partner's contractors to agree on detailed specifications that meet Site Partner's requirements.
- Perform additional site piloting to start optimizing operational parameters in advance of the startup of commercial system to reduce startup time.
- Review and revise PFD and P&ID after reviewing site requirements to assure proper integration.
- Prepare *PFD and P&ID Report* that contains technical description, specifications and site requirements, overview of the PFD and P&ID diagrams, and results of site piloting of the equipment to be installed at Project Site.
- Manufacture all the required equipment:
  - Design and manufacture PFO Recycler
    - Perform detailed equipment design
    - Specify all parts
    - Procure specified parts
    - Integrate all required parts
    - Perform Factory Acceptance Testing at the Recipient's facility
- Prepare a *CPR Report* in accordance with subtask 1.3 (CPR Meetings).
- Participate in a CPR meeting.

**Products:**

- PFD and P&ID Report
- CPR Report

#### **TASK 3 INSTALLATION, OPERATION, OPTIMIZATION**

The goal of this task is to demonstrate operational benefits of PFO Water Recycler System.

**The Recipient shall:**

- Install PFO Recycler System, including prefiltration
- Operate PFO Recycler System and optimize cleaning protocols and frequency and study reject disposal options
- Prepare *Operational Test Plan*, including test objectives, procedures, conditions, facilities, and equipment required to perform the tests. The Operational Test Plan will contain detailed methods and frequency of measurements to document equipment up-time, water generation capacity, and major operational costs.
- Prepare *Energy Measurement and Verification Plan* in cooperation with an independent third-party to establish a baseline performance using data on at least 6 months prior to the project deployment, and 6 months post-deployment. The objective of the Energy Measurement and Verification Plan will be to document procedures, conditions, facilities,



## **Exhibit A Scope of Work Porifera, Inc.**

and equipment required to measure representative energy use and clean water production of the PFO Water Recycler. The Energy Measurement and Verification Plan will describe procedures, conditions, facilities, and equipment required to perform the tests.

- Operate all the installed equipment and optimize its operations with feedback from Project Site
- Perform Operational Testing per *Operational Test Plan* and prepare results using the data obtained.
- Prepare *Operational Test Report* using the data obtained from Operational Testing
- Perform Energy Measurements per *Energy Measurement and Verification Plan* and document results in a report.
- Prepare *Energy Measurement and Verification Report* to include at a minimum documentation of technical and operational performance of the PFO Water Recycler in meeting the goals, rate payer benefits and objectives listed in Section II.C.

### **Products:**

- Operational Test Plan
- Energy Measurement and Verification Plan
- Operational Test Report
- Energy Measurement and Verification Report

### **TASK 4: EVALUATION OF PROJECT BENEFITS**

The goal of this task is to report the benefits resulting from this project.

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

- Complete the *Initial Project Benefits Questionnaire*. The Initial Project Benefits Questionnaire shall be initially completed by the Recipient with 'Kick-off' selected for the 'Relevant data collection period' and submitted to the CAM for review and approval.
- Complete the *Annual Survey* by January 31st of each year. The Annual Survey includes but is not limited to the following information:
  - Technology commercialization progress
  - New media and publications
  - Company growth
  - Follow-on funding and awards received
- Complete the *Final Project Benefits Questionnaire*. The Final Project Benefits Questionnaire shall be completed by the Recipient with 'Final' selected for the 'Relevant data collection period' and submitted to the CAM for review and approval.
- Respond to CAM questions regarding the questionnaire drafts.
- Complete and update the project profile on the CEC's public online project and recipient directory on the [Energize Innovation website \(www.energizeinnovation.fund\)](http://www.energizeinnovation.fund), and provide *Documentation of Project Profile on EnergizeInnovation.fund*, including the profile link.
- If the Prime Recipient is an Innovation Partner on the project, complete and update the organizational profile on the CEC's public online project and recipient directory on the [Energize Innovation website \(www.energizeinnovation.fund\)](http://www.energizeinnovation.fund), and provide *Documentation of Organization Profile on EnergizeInnovation.fund*, including the profile link.

## **Exhibit A Scope of Work Porifera, Inc.**

### **Products:**

- Initial Project Benefits Questionnaire
- Annual Survey(s)
- Final Project Benefits Questionnaire
- Documentation of Project Profile on EnergizeInnovation.fund
- Documentation of Organization Profile on EnergizeInnovation.fund (if applicable)

### **TASK 5 TECHNOLOGY TRANSFER ACTIVITIES**

The goal of this task is to ensure the technological learning that resulted from the demonstration(s) is captured and disseminated to the range of professions that will be responsible for future deployments of this technology or similar technologies.

### **The Recipient Shall:**

- Develop and submit a *Project Case Study Plan* that outlines how the Recipient will document the planning, construction, commissioning, and operation of the technology or system being demonstrated. The Project Case Study Plan should include:
  - An outline of the objectives, goals, and activities of the case study.
  - The organization that will be conducting the case study and the plan for conducting it.
  - A list of professions and practitioners involved in the technology's deployment.
  - Specific activities the recipient will take to ensure the learning that results from the project is disseminated to those professions and practitioners.
  - Presentations/webinars/training events to disseminate the results of the case study.
- Present the draft *Project Case Study Plan* to the TAC for review and comment.
- Develop and submit a *Summary of TAC Comments* that summarizes comments received from the TAC members on the draft *Project Case Study Plan*. This document will identify:
  - TAC comments the Recipient proposes to incorporate into the final *Technology Transfer Plan*.
  - TAC comments the Recipient does not propose to incorporate with an explanation why.
- Submit the final *Project Case Study Plan* to the CAM for approval.
- Execute the final Project Case Study Plan and develop and submit a Project Case Study.
- When directed by the CAM, develop presentation materials for a CEC sponsored conference/workshop(s) on the project.
- When directed by the CAM, participate in annual EPIC symposium(s) sponsored by the CEC.
- Provide at least (6) six High Quality Digital Photographs (minimum resolution of 1300x500 pixels in landscape ratio) of pre and post technology installation at the project sites or related project photographs.

### **Products:**

**Exhibit A  
Scope of Work  
Porifera, Inc.**

- Project Case Study Plan (draft and final)
- Summary of TAC Comments
- Project Case Study (draft and final)
- High Quality Digital Photographs

**V. PROJECT SCHEDULE**

Please see the attached Excel spreadsheet.