California Energy Commission
June 11, 2025 Business Meeting
Backup Materials for Pilot Travel Centers LLC

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

[PROPOSED]

RESOLUTION NO: 25-0611-08

STATE OF CALIFORNIA

STATE ENERGY RESOURCES
CONSERVATION AND DEVELOPMENT COMMISSION

RESOLUTION: Pilot Travel Centers LLC

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 ZVI-24-010 with Pilot Travel Centers LLC for a $10,000,000 grant. This project will install six 700 bar hydrogen dispensers and two 25,000-gallon liquid hydrogen storage tanks across two corridor sites in Lodi and Ripon to provide publicly available refueling for medium- and heavy-duty zero-emission vehicles along Interstate 5 and State Route 99. This project will also support workforce development in adjacent communities; 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 June 11, 2025.

AYE:
NAY:
ABSENT:
ABSTAIN:

Dated:

_____
Kim Todd
Secretariat

GRANT REQUEST FORM (GRF)

A. New Agreement Number

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

New Agreement Number: ZVI-24-010

B. Division Information

1. Division Name: Fuels and Transportation
2. Agreement Manager: Vivian Nguyen
3. MS-:MS-10
4. Phone Number: (916) 244-9673

C. Recipient's Information

1. Recipient's Legal Name: Pilot Travel Centers LLC
2. Federal ID Number: 34-1953155

D. Title of Project

Title of project: San Joaquin – Critical Hydrogen Infrastructure in Lodi & Ripon (SJ-CHILR)

E. Term and Amount

1. Start Date: 06/11/2025
2. End Date: 03/31/2028
3. Amount: $10,000,000

F. Business Meeting Information

1. Are the ARFVTP agreements $75K and under delegated to Executive Director? No
2. The Proposed Business Meeting Date: 06-11-2025
3. Consent or Discussion? Discussion
4. Business Meeting Presenter Name: Kristi Villareal
5. Time Needed for Business Meeting: 5 minutes.
6. The email subscription topic is: Altfuels

Agenda Item Subject and Description:

Pilot Travel Centers LLC. Proposed resolution approving agreement ZVI-24-010 with Pilot Travel Centers LLC for a $10,000,000 grant, and adopting staff's recommendation that this action is exempt from CEQA. This project will install six (6) 700 bar hydrogen dispensers and two (2) 25,000-gallon liquid hydrogen storage tanks across two corridor sites in Lodi and Ripon to provide publicly available refueling for medium- and heavy-duty zero-emission vehicles along Interstate 5 and State Route 99. This project will also support workforce development in adjacent communities. (General Fund and Clean Transportation Program Funding) Contact: Vivian Nguyen (Staff Presentation: 5 minutes)

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: N/A

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: CCR section 15301, CCR section 15303, CCR section 15304

Cal. Code Regs., tit. 14, sect. 15301 provides that projects which consist of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, and which involve negligible or no expansion of existing or former use at the time of the lead agency's determination, are categorically exempt from the provisions of the California Environmental Quality Act (CEQA). The project involves the installation of two publicly available hydrogen refueling stations located in Lodi and Ripon. Each site will include three rapid H70 hydrogen dispensers, as well as one 25,000-gallon liquid hydrogen storage tank, totaling six rapid H70 hydrogen dispensers and two 25,000-gallon liquid hydrogen storage tanks for this project. Both sites are located at an existing refueling hub owned by the Recipient. Included in this project at both sites is an fueling hub, which includes pumps, tanks, and hydrogen refueling equipment (totaling 1,971 sq. ft.) and a shade structure (1,881 sq. ft).

The project will not affect any visual resources, such as protected trees or historic resources. The installation for the refueling stations will involve excavating for foundations and new piping, laying new piping and conduits, grading unpaved areas, and applying concrete and/or asphalt paving. Additionally, there will be minor trenching necessary for installing pipes and conduits for the dispenser system.

The proposed project will be built on an existing parking lot of an existing facility and will not expand the use beyond that already existing. Additionally, its structures do not exceed the dimensions mentioned in Cal. Code Regs., tit. 14, sect. 15301(e).

Therefore, the project falls within section 15301 and will not have a significant effect on the environment.

Cal. Code Regs., tit. 14, sec. 15303 provides that projects which consist of construction and location of limited numbers of new, small facilities or structures; installation of small new equipment and facilities in small structures; and the conversion of existing small structures from one use to another where only minor modifications are made in the exterior of the structure, are categorically exempt from the provisions of CEQA. The proposed project consists of three rapid H70 hydrogen dispensers, as well as one 25,000-gallon liquid hydrogen storage tank, at each site. Totaling six rapid H70 hydrogen dispensers and two 25,000-gallon liquid hydrogen storage tanks for this project. Both sites are located at an existing refueling hub owned by the Recipient. Included in this project at both sites is an fueling hub, which includes pumps, tanks, and hydrogen refueling equipment (totaling 1,971 sq. ft.) and a shade structure (1,881 sq. ft). Therefore, the project falls within section 15303 and will not have a significant effect on the environment.

Cal. Code Regs., tit. 14, sec. 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 the removal of healthy, mature, scenic trees except for forestry and agricultural purposes, are categorically exempt from the provisions of CEQA. The proposed project consists of consists of three rapid H70 hydrogen dispensers, as well as one 25,000-gallon liquid hydrogen storage tank, at each site. Each site is used as a parking lot, which does not have vegetation. There will be no removal of healthy nature or scenic nature. Therefore, the project falls within section 15304 and will not have a significant effect on the environment.

The project does not involve impacts on any particularly sensitive environment; will not impact an environmental resource of hazardous or critical concern where designated, precisely mapped, and officially adopted pursuant to law by federal, state, or local agencies; 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 any unusual circumstances that might have a significant effect on the environment; will not result in damage to any scenic resources within a highway officially designated as a state scenic highway, none of the sites are 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 exemptions listed in CEQA Guidelines section 15300.2 apply to this project and this project will not have a significant effect on the environment.

<u>Common Sense Exemption? 14 CCR 15061 (b) (3)</u>

No

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

Not applicable

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. **Is this project considered “Infrastructure”?**
Yes

I. 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
No subcontractors to report	$ 0	$0

J. 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	$0	$60,000
TBD	$0	$20,000
TBD	$0	$100,000
TBD	$0	$200,000
TBD	$0	$50,000
TBD	$0	$50,000
TBD	$0	$175,000
TBD	$0	$400,000
TBD	$0	$400,000
TBD	$0	$600,000
Nikkiso America, Inc.	$820,800	$619,200
Nikkiso America, Inc.	$3,907,428	$2,498,192
Nikkiso America, Inc.	$1,764,000	$1,386,000
Nikkiso America, Inc.	$3,507,772	$2,496,608
TBD	$0	$120,000
TBD	$0	$190,000
TBD	$0	$350,000
TBD	$0	$290,000

K. 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
Fueling and Service Technologies, Inc.

L. 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
General Fund (ZEV Infrastructure)	FY 21/22	601.129ZEV	$4,000,000
ARFVTF (CTP funds)	FY 23/24	601.118P	$6,000,000

TOTAL Amount: $10,000,000

R&D Program Area: N/A

Explanation for "Other" selection: N/A

Reimbursement Contract #: N/A

Federal Agreement #: N/A

M. Recipient's Contact Information

1. Recipient's Administrator/Officer

Name: Allie LaCroix

Address: 5508 Lonas Dr.

City, State, Zip: Houston, TX 37939

Phone: (865) 206 -6014

E-Mail: allie.lacroix@pilotcompany.com

2. Recipient's Project Manager

Name: William (Bill) Zobel

Address: 5508 Lonas Dr.

City, State, Zip: Houston, TX 37939

Phone: (865) 606 -3900

E-Mail: bill.zobel@pilottravelcenters.com

N. Selection Process Used

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

Selection Process	Additional Information
Competitive Solicitation #	GFO-24-602
First Come First Served Solicitation #	Not Applicable
Other	Not Applicable

O. 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	Yes
5	Awardee CEQA Documentation	Yes

Approved By

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

Agreement Manager: Vivian Nguyen

Approval Date: 4/21/2025

Office Manager: Elizabeth John

Approval Date: 4/23/2025

Deputy Director: Melanie Vail

Approval Date: 4/30/2025

EXHIBIT A
SCOPE OF WORK

TECHNICAL TASK LIST

Task #	CPR	Task Name
1		Administration
2		Hydrogen Refueling Safety Plan
3		Design and Engineering
4	X	Construction, Commissioning, and Inspection
5		Community Outreach and Engagement
6		Workforce Plan
7		Operations and Reliability
8		Data Collection and Analysis
9		Project Fact Sheet

KEY NAME LIST

Task #	Key Personnel	Key Subrecipient(s)	Key Partner(s)
1	William Zobel – Pilot Travel Centers LLC (Pilot) Allie LaCroix – Pilot Amberly Sheppard – Pilot Daniel Campione - Pilot	None	None
2	William Zobel – Pilot Amberly Sheppard – Pilot Joshua Copeland – Pilot	None	None
3	William Zobel – Pilot Joshua Copeland – Pilot Bryan Martin – Pilot Mike Norrell - Fastech	None	Fueling and Service Technologies Inc. (Fastech)
4	William Zobel – Pilot Joshua Copeland – Pilot Bryan Martin – Pilot		TBD
5	William Zobel – Pilot Allie LaCroix – Pilot	None	None
6	William Zobel – Pilot Allie LaCroix – Pilot	None	None
7	William Zobel – Pilot	None	None

Task #	Key Personnel	Key Subrecipient(s)	Key Partner(s)
8	William Zobel – Pilot Bryan Martin – Pilot Daniel Campione – Pilot	None	None
9	William Zobel – Pilot Allie LaCroix – Pilot	None	None

GLOSSARY

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

Term/ Acronym	Definition
AB	Assembly Bill
ADA	Americans with Disabilities Act
AHJ	Authority Having Jurisdiction
CAM	Commission Agreement Manager
CAO	Commission Agreement Officer
CEC	California Energy Commission
CHS	Center for Hydrogen Safety
Corrective maintenance	Maintenance that is carried out after failure detection and is aimed at restoring an asset to a condition in which it can perform its intended function.
CPR	Critical Project Review
CTEP	California Type Evaluation Program
CTP	Clean Transportation Program
DMS	Division of Measurement Standards
Downtime	A period of time that a dispenser is not capable of successfully dispensing hydrogen or otherwise not functioning as designed. Downtime is calculated pursuant to Task 7.
Excluded downtime	Downtime that is caused by events pursuant to Task 7
Fastech	Fueling and Service Technologies Inc.
FCET	Fuel Cell Electric Truck
FCEV	Fuel cell electric vehicle. A vehicle that uses an electric motor for propulsion, much like an EV, but powers the electric motor using hydrogen fuel cells rather than an onboard battery.
FTD	Fuels and Transportation Division
GFO	Grant Funding Opportunity
GHG	Greenhouse Gas
HRS	Hydrogen Refueling Station
HSP	Hydrogen Safety Panel
H2	Hydrogen

Term/ Acronym	Definition
Installed	Attached or placed at a location and available for use for a refueling session. The date a dispenser is installed is the date it is first available for use for a refueling session.
LCFS	Low Carbon Fuel Standard
Maintenance	Any instance in which preventive or corrective maintenance is carried out on equipment.
MDHD	Medium and Heavy-Duty
National Zero-Emission Freight Corridor Strategy	A publication released by the federal Joint Office of Energy and Transportation in March 2024 that discusses prioritizing investments, planning and deployment for MDHD ZEV fueling infrastructure along United States' corridors.
NREL	National Renewable Energy Laboratory
OEM	Original Equipment Manufacturer
Operational	Or "up." A dispenser hardware and software are both online and available for use, or in use, and the dispenser is capable of successfully dispensing hydrogen.
Operative state	The dispenser is operational.
PNNL	Pacific Northwest National Laboratory
Preventive maintenance	Maintenance that is performed on physical assets to reduce the chances of equipment failure and unplanned machine downtime.
Private	Dispensers located at parking space(s) that are privately owned and operated, often dedicated to a specific driver or vehicle
Public	Dispensers located at parking space(s) designated by the property owner or lessee to be available to and accessible by the public.
Recipient	Pilot Travel Centers LLC
SB	Senate Bill
SB 671 (2021)	Priority clean freight corridors for MDHD vehicles identified by the California Transportation Commission.
Shared Private	Dispensers located at parking space(s) designated by a property owner or lessee to be available to, and accessible by, employees, tenants, visitors, and residents. Examples include workplaces and shared parking at multifamily residences.
SJ - CHILR	San Joaquin - Critical Hydrogen Infrastructure in Lodi and Ripon
Software	A set of instructions, data, or programs used to operate computers and execute specific tasks.
Uptime	The time that a dispenser is installed during a reporting period excluding downtime pursuant to Task 7
ZEV	Zero-Emission Vehicle

Background

The Budget Act of 2021 (Assembly Bill (AB) 128, Ting, Chapter 21, Statutes of 2021, as amended by Senate Bill (SB) 129, Skinner, Chapter 69, Statutes of 2021 and SB 170, Skinner, Chapter 240, Statutes of 2021) appropriated $785,000,000 from the General Fund to support infrastructure deployments and manufacturing projects for zero-emission light-duty and medium- and heavy-duty (MDHD) vehicles.

AB 118 (Núñez, Chapter 750, Statutes of 2007) created the Clean Transportation Program (CTP) to help achieve California's climate change policies and support projects that reduce greenhouse gas (GHG) emissions from the transportation sector. AB 8 (Perea, Chapter 401, Statutes of 2013) extended the program through January 1, 2024, and AB 126 (Reyes, Chapter 319, Statutes of 2023) extended the program through July 1, 2035 and focused the program on zero-emission transportation.

The CTP has an annual budget of approximately $100 million and provides financial support for projects that, among other goals:

- Develop and deploy zero-emission technology and fuels in the marketplace.
- Produce alternative and renewable low-carbon fuels in California.
- Deploy zero-emission fueling infrastructure, fueling stations, and equipment.
- Establish workforce training programs and conduct public outreach on the benefits of alternative transportation fuels and vehicle technologies.

On October 16, 2024, the California Energy Commission (CEC) released a Grant Funding Opportunity (GFO) entitled "Charging and Refueling Infrastructure for Transport in CALifornia Provided Along Targeted Highway Segments (CRITICAL PATHS) 2.0." This competitive grant solicitation was to support the development of publicly available charging and/or hydrogen refueling stations (HRS) for MDHD zero-emission vehicles (ZEVs) along designated corridors, to help create an infrastructure network that supports the state's transition to zero-emission transportation. In response to GFO-24-602, the Recipient submitted application #9, project title "San Joaquin - Critical Hydrogen Infrastructure in Lodi and Ripon" (SJ-CHILR), which was proposed for funding in the CEC's Notice of Proposed Awards on March 28, 2025. GFO-24-602 and Recipient's application are hereby incorporated by reference into this Agreement in their entirety.

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

Problem Statement:
California's San Joaquin Valley faces a daunting challenge; the region's highways are critical corridors for the movement of goods and people, yet the country's petroleum dependency (combined with climate change impacts) is creating increasingly detrimental air quality and public health impacts while stagnating the transportation workforce. Currently 27% of the US's energy is consumed by the transportation sector and 90% of the transportation sector's energy comes from petroleum sources. The state has established a goal of being carbon neutral by 2035 and developed a Scoping Plan which outlines steps that must be taken to achieve carbon neutrality. In addition to an unsustainable reliance on petroleum fuels, the San Joaquin Valley is in the top 5 most polluted areas for particulate matter and ozone pollution. By providing the freight industry with low carbon intensity hydrogen (H2) for fuel cell electric trucks (FCET), Pilot Travel Centers LLC (Recipient) will reduce the negative impact of the transportation sector in terms of GHG emissions and criteria pollutants.

Goals of the Agreement:
The goal of this Agreement is to successfully permit, design, engineer, procure, construct, and commission two (2) safe, fully operational and highly utilized HRS at the Recipient's locations in Lodi and Ripon, with three (3) refueling lanes and three (3) H2 dispensers at each site. These HRS will result in reduced petroleum consumption, improved air quality, and carbon abatement in the transportation sector. The project will also create upward mobility opportunities by developing a highly trained and skilled workforce, benefiting adjacent disadvantaged communities.

Objectives of the Agreement:
The objectives of this Agreement are to:

- Install six (6) 700 bar (70MPa) hydrogen dispensers, three (3) per site.
- Install two (2) 25,000-gallon liquid H2 storage tanks providing storage capacity of up 4,200 kg of H2, one per site.
- Develop an outreach and engagement plan that will support job training development in disadvantaged communities.

TASK 1 ADMINISTRATION

Task 1.1 Attend Kick-off Meeting
The goal of this task is to establish the lines of communication and procedures for implementing this Agreement. The Commission Agreement Manager (CAM) shall designate the date and location of this meeting and provide an agenda to the Recipient prior to the meeting.

The CAM shall:

- Send the Recipient the *kick-off meeting agenda*.

The Recipient shall:

- Attend a "Kick-Off" meeting that includes the CAM and may include the Commission Agreement Officer (CAO) and a representative of the CEC Accounting Office. The Recipient shall bring their Project Manager, Agreement Administrator, Accounting Officer, and any others determined necessary by the Recipient or specifically requested by the CAM to this meeting.
- Provide a *written statement of match share activities* that have occurred after the notice of proposed awards but prior to the execution of the agreement using match funds. If none, provide a statement that no work has been completed using match funds prior to the execution of the agreement. All pre-execution match expenditures must conform to the requirements in the Terms and Conditions of this Agreement.
- Provide an *updated Schedule of Products, updated list of match funds, and updated list of permits*.
- Discuss the following administrative and technical aspects of this Agreement:
    - Agreement Terms and Conditions
    - Critical Project Review (Task 1.2)
    - Match fund documentation (Task 1.7) No reimbursable work may be done until this documentation is in place.
    - Permit documentation (Task 1.8)
    - Subawards needed to carry out project (Task 1.9)
    - The CAM's expectations for accomplishing tasks described in the Scope of Work
    - An updated Schedule of Products and Due Dates
    - Monthly Calls (Task 1.4)
    - Quarterly Progress Reports (Task 1.5)
    - Program Management Data Report (report template to be provided by CAM)
    - NREL (National Renewable Energy Laboratory) Data Collection Tool (template to be provided by CAM)
    - Technical Products (Product Guidelines located in Section 5 of the Terms and Conditions)
    - Final Report (Task 1.6)

CAM Product:

- Kick-Off Meeting Agenda

Recipient Products:

- Updated Schedule of Products
- Updated List of Match Funds
- Updated List of Permits
- Written Statement of Match Share Activities

Task 1.2 Critical Project Review (CPR) Meetings
CPRs provide the opportunity for frank discussions between the CEC and the Recipient. The goal of this task is to determine if the project should continue to receive CEC funding to complete this Agreement and to identify any needed modifications to the tasks, products, schedule or budget.

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

Meeting participants include the CAM and the Recipient and may include the CAO, the Fuels and Transportation Division (FTD) program lead, other CEC staff and Management as well as other individuals selected by the CAM to provide support to the CEC.

The CAM shall:

- Determine the location, date, and time of each CPR meeting with the Recipient. These meetings generally take place at the CEC, but they may take place at another location or remotely.
- Send the Recipient the *CPR meeting agenda and a list of expected participants* in advance of each CPR. If applicable, the agenda shall include a discussion on both match funding and permits.
- Conduct and make a record of each CPR meeting. Prepare a *schedule for providing the written determination* described below.
- Determine whether to continue the project, and if continuing, whether or not modifications are needed to the tasks, schedule, products, and/or budget for the remainder of the Agreement. Modifications to the Agreement may require a formal amendment (please see section 8 of the Terms and Conditions). If the CAM concludes that satisfactory progress is not being made, this conclusion will be referred to the Lead Commissioner for Transportation for his or her concurrence.
- Provide the Recipient with a *written determination* in accordance with the schedule. The written response may include a requirement for the Recipient to revise one or more product(s) that were included in the CPR.

The Recipient shall:

- Prepare a *CPR Report* for each CPR that discusses the progress of the Agreement toward achieving its goals and objectives. This report shall include recommendations and conclusions regarding continued work of the projects. This report shall be submitted along with any other products identified in this scope of work. The Recipient shall submit these documents to the CAM and any other designated reviewers at least 15 working days in advance of each CPR meeting.
- Present the required information at each CPR meeting and participate in a discussion about the Agreement.

CAM Products:

- CPR meeting agenda and a list of expected participants
- Schedule for written determination
- Written determination

Recipient Product:

- CPR Report(s)

Task 1.3 Final Meeting

The goal of this task is to closeout this Agreement.

The Recipient shall:

- Meet with CEC staff to present the findings, conclusions, and recommendations. The final meeting must be completed during the closeout of this Agreement.
  This meeting will be attended by, at a minimum, the Recipient and the CAM. The technical and administrative aspects of Agreement closeout will be discussed at the meeting, which may be two separate meetings at the discretion of the CAM.
  The technical portion of the meeting shall present an assessment of the degree to which project and task goals and objectives were achieved, findings, conclusions, recommended next steps (if any) for the Agreement, and recommendations for improvements. The CAM will determine the appropriate meeting participants.
  The administrative portion of the meeting shall be a discussion with the CAM about the following Agreement closeout items:
  - What to do with any equipment purchased with CEC funds (Options)
  - CEC request for specific "generated" data (not already provided in Agreement products)
  - Need to document Recipient's disclosure of "subject inventions" developed under the Agreement, if applicable
  - "Surviving" Agreement provisions
  - Final invoicing and release of retention
- Provide *written documentation of meeting agreements*.
- Prepare a *schedule for completing the closeout activities* for this Agreement.

Products:

- Written documentation of meeting agreements
- Schedule for completing closeout activities

Task 1.4 Monthly Calls

The goal of this task is to have calls at least monthly between CAM and Recipient to verify that satisfactory and continued progress is made towards achieving the objectives of this Agreement on time and within budget.

The objectives of this task are to verbally summarize activities performed during the reporting period, to identify activities planned for the next reporting period, to identify issues that may affect performance and expenditures, to verify match funds are being proportionally spent concurrently or in advance of CEC funds or are being spent in accordance with an approved Match Funding Spending Plan, to form the basis for determining whether invoices are consistent with work performed, and to answer any other questions from the CAM. Monthly calls might not be held on those months when a quarterly progress report is submitted, or the CAM determines that a monthly call is unnecessary.

The CAM shall:

- Schedule monthly calls.
- Provide and explain the Program Management Data Report Template during first monthly call and review with Recipient during subsequent monthly calls.
- Provide questions to the Recipient prior to the monthly call.
- Provide call summary notes to Recipient of items discussed during call.

The Recipient shall:

- Review the questions provided by CAM prior to the monthly call
- Complete the Program Management Data Report following the first monthly call and review and update with CAM during subsequent monthly calls as needed (Task 8)
- Provide verbal answers to the CAM during the call.
- Send an *email to CAM concurring with call summary notes*.

Product:

- Email to CAM concurring with call summary notes.

Task 1.5 Quarterly Progress Reports

The goal of this task is to periodically verify that satisfactory and continued progress is made towards achieving the objectives of this Agreement on time and within budget. The objectives of this task are to summarize activities performed during the reporting period, to identify activities planned for the next reporting period, to identify issues that may affect performance and expenditures, and to form the basis for determining whether invoices are consistent with work performed.

The Recipient shall:

- Prepare a *Quarterly Progress Report* which summarizes all Agreement activities conducted by the Recipient for the reporting period, including an assessment of the ability to complete the Agreement within the current budget and any anticipated cost overruns. Progress reports are due to the CAM the 10th day of each January, April, July, and October. The Quarterly Progress Report template can be found on the ECAMS Resources webpage available at https://www.energy.ca.gov/media/4691.

Product:

- Quarterly Progress Reports

Task 1.6 Final Report

The goal of the Final Report is to assess the project's success in achieving the Agreement's goals and objectives, providing products specified in this Scope of Work, advancing science and technology, and providing energy-related and other benefits to California.

The objectives of the Final Report are to clearly and completely describe the project's purpose, approach, activities performed, results, and advancements in science and technology; to present a public assessment of the success of the project as measured by the degree to which goals and objectives were achieved; to make insightful observations based on results obtained; to draw conclusions; and to make recommendations for further projects and improvements to the FTD project management processes.
The Final Report shall be a public document and is limited to 25-pages. If the Recipient has obtained confidential status from the CEC and will be preparing a confidential version of the Final Report as well, the Recipient shall perform the following activities for both the public and confidential versions of the Final Report.

In addition to any other applicable requirements, the Final Report must comply with the Americans with Disabilities Act (ADA) of 1990 (42 U.S.C. 12101 et seq.), which prohibits discrimination on the basis of disability; all applicable regulations and guidelines issued pursuant to the ADA; Cal. Gov. Code sects. 7405 and 11135; and Web Content Accessibility Guidelines 2.0, or a subsequent version, as published by the Web Accessibility Initiative of the World Wide Web Consortium at a minimum Level AA success criteria.

The Recipient shall:

- Prepare an *Outline of the Final Report*, if requested by the CAM.

- Prepare a *Draft Final Report* complying with ADA requirements and following the latest version of the Final Report guidelines which will be provided by the CAM. The CAM shall provide written comments on the Draft Final Report within fifteen (15) working days of receipt. The Final Report must be completed at least 60 days before the end of the Agreement Term.
- Submit *Final Report* in Microsoft Word format or similar electronic format as approved by the CAM.

Products:

- Outline of the Final Report, if requested
- Draft Final Report
- Final Report

Task 1.7 Identify and Obtain Matching Funds

The goal of this task is to ensure that the match funds planned for this Agreement are obtained for and applied to this Agreement during the term of this Agreement.
The costs to obtain and document match fund commitments are not reimbursable through this Agreement. Although the CEC budget for this task will be zero dollars, the Recipient may utilize match funds for this task. Match funds must be identified in writing and the associated commitments obtained before the Recipient can incur any costs for which the Recipient will request reimbursement.

The Recipient shall:

- Prepare a *letter* documenting the match funding committed to this Agreement and submit it to the CAM at least 2 working days prior to the kick-off meeting. If no match funds were part of the proposal that led to the CEC awarding this Agreement and none have been identified at the time this Agreement starts, then state such in the letter. If match funds were a part of the proposal that led to the CEC awarding this Agreement, then provide in the letter a list of the match funds that identifies the:
    - Amount of each cash match fund, its source, including a contact name, address and telephone number and the task(s) to which the match funds will be applied.
    - Amount of each in-kind contribution, a description, documented market or book value, and its source, including a contact name, address and telephone number and the task(s) to which the match funds will be applied. If the in-kind contribution is equipment or other tangible or real property, the Recipient shall identify its owner and provide a contact name, address and telephone number, and the address where the property is located.

- Provide a *copy of the letter of match fund commitment* from an authorized representative of each source of cash match funding or in-kind contributions that these funds or contributions have been secured. For match funds provided by a grant, a copy of the executed grant shall be submitted in place of a letter of commitment.
- Discuss match funds and the implications to the Agreement if they are reduced or not obtained as committed, at the kick-off meeting. If applicable, match funds will be included as a line item in the progress reports and will be a topic at CPR meetings.
- Provide the appropriate information, including but not limited to, a *letter of match fund commitment* to the CAM if during the course of the Agreement additional match funds are received.
- Provide the CAM *written notification* within 10 days if during the course of the Agreement existing match funds are reduced. Reduction in match funds must be approved through a formal amendment to the Agreement and may trigger an additional CPR meeting.

Products:

- A letter regarding match funds or stating that no match funds are provided
- Copy(ies) of each match fund commitment letter(s) (if applicable)
- Letter(s) for new match funds (if applicable)
- Written notification that match funds were reduced (if applicable)

Task 1.8 Identify and Obtain Required Permits

The goal of this task is to obtain all permits required for work completed under this Agreement in advance of the date they are needed to keep the Agreement schedule on track.

Permit costs and the expenses associated with obtaining permits are not reimbursable under this Agreement. Although the CEC budget for this task will be zero dollars, the Recipient may budget match funds for any expected expenditures associated with obtaining permits. Permits must be identified in writing and obtained before the Recipient can make any expenditure for which a permit is required.

The Recipient shall:

- Prepare a *letter* documenting the permits required to conduct this Agreement and submit it to the CAM at least 2 working days prior to the kick-off meeting. If there are no permits required at the start of this Agreement, then state such in the letter. If it is known at the beginning of the Agreement that permits will be required during the course of the Agreement, provide in the letter:
  - A list of the permits that identifies the:
    - Type of permit

        - Name, address and telephone number of the permitting jurisdictions or lead agencies
    - The schedule the Recipient will follow in applying for and obtaining these permits.
- Discuss the list of permits and the schedule for obtaining them at the kick-off meeting and develop a timetable for submitting the updated list, schedule and the copies of the permits. The implications to the Agreement if the permits are not obtained in a timely fashion or are denied will also be discussed. If applicable, permits will be included as a line item in the Progress Reports and will be a topic at CPR meetings.
- If during the course of the Agreement additional permits become necessary, provide the *appropriate information* on each permit and an *updated schedule* to the CAM.
- As permits are obtained, send a *copy of each final approved permit* to the CAM.
- If during the course of the Agreement permits are not obtained on time or are denied, notify the CAM within 5 working days. Either of these events may trigger actions available to the CEC under this Agreement, such as an additional CPR.

Products:

- Letter documenting the permits or stating that no permits are required
- A copy of each final approved permit (if applicable)
- Updated list of permits as they change during the term of the Agreement (if applicable)
- Updated schedule for acquiring permits as changes occur during the term of the Agreement (if applicable)

Task 1.9 Obtain and Execute Subawards and Agreements with Site Hosts

The goal of this task is to ensure quality products and to execute subrecipient and site host agreements, as applicable, required to carry out the tasks under this Agreement consistent with the Agreement Terms and Conditions and the Recipient's own procurement and contracting policies and procedures.

The Recipient shall:

- Execute and manage subawards and coordinate subrecipient activities.
- Execute and manage site host agreements and ensure the right to use the project site throughout the term of the Agreement, as applicable. A site host agreement is not required if the Recipient is the site host.
- Notify the CEC in writing immediately, but no later than five calendar days, if there is a reasonable likelihood the project site cannot be acquired or can no longer be used for the project.
- Submit a *letter* to the CAM describing the subawards and any site host agreement needed or stating that no subawards or site host agreements are required.

- If requested by the CAM, submit a *draft of each subaward* and *each site host agreement* required to conduct the work under this Agreement to the CAM for review.
- If requested by the CAM, submit a *final copy of each executed subaward and each site host agreement*.
- If Recipient intends to add new subrecipients or change subrecipients, then the Recipient shall notify the CAM.

Products:

- Letter describing the subawards and any site host agreement needed, or stating that no subawards or site host agreements are required
- Draft subaward (if requested)
- Final subaward (if requested) Draft site host agreement (if requested)
- Final site host agreement (if requested)

TECHNICAL TASKS

TASK 2 HYDROGEN REFUELING SAFETY PLAN
Task 2.1 HYDROGEN SAFETY PLAN

The goal of this task is to develop a detailed hydrogen safety plan that the Recipient and any subrecipients or individuals involved in station construction, operation, and maintenance will follow throughout the project and as long as each station operates. The Recipient will collaborate with the Pacific Northwest National Laboratory (PNNL) Hydrogen Safety Panel (HSP) to ensure the plan is comprehensive and demonstrates a strong commitment to safety.

The Recipient shall:

- Submit the station design to the PNNL HSP for review.
- Submit a *Written Notification of Completion* of PNNL HSP design review to the CAM.
- Develop a Preliminary Hydrogen Safety Plan and submit it to PNNL HSP for review. Provide a *copy of PNNL HSP's assessment* for each station to the CAM.
- Discuss the PNNL HSP's assessment with members of the PNNL HSP.
- Evaluate the PNNL HSP's comments and determine how to address them in the final plan.
- Prepare a *memo* on how the PNNL HSP's comments will be addressed and provide a copy to the CAM.
- Collaborate with the PNNL HSP and CAM to resolve any questions or issues pertaining to the Hydrogen Safety Plan.
- Prepare a Final Hydrogen Safety Plan.
- Submit the Final Hydrogen Safety Plan to the PNNL HSP.
- Submit a *Written Notification of Submission of the Final Hydrogen Safety Plan* to the PNNL HSP to the CAM

Products:

- Written notification of completion of PNNL HSP design review
- A copy of the PNNL HSP's assessment of the Preliminary Hydrogen Safety Plan for each station
- Memo describing how the PNNL HSP's comments will be addressed in the Final Hydrogen Safety Plan for each station
- Written notification of submission of the final Hydrogen Safety Plan to the PNNL HSP

Task 2.2 SAFETY INSPECTIONS

The goal of this task is to have members of the PNNL HSP and Recipient conduct an in-person inspection of the HRS between 6 and 12 months after becoming open retail.

The Recipient shall:

- Work directly with the PNNL HSP to schedule a time to conduct an in-person inspection of the open retail station.
- Hold the in-person inspection such that members of the PNNL HSP can inspect the installed station equipment.
- Prepare *Summary Notes of the Safety Inspection*, including, but not limited to, date, time, and participants in the inspection; elements of the inspection; feedback from the PNNL HSP and any resulting action items. Provide a copy to the CAM.

Products:

- Summary Notes of the Safety Inspection

TASK 3 DESIGN AND ENGINEERING

The goal of this task is to design and engineer HRS in Lodi and Ripon, CA.

Task 3.1 Lodi Design and Engineering

The goal of this task is to design and engineer an HRS with three (3) rapid H70 (700 bar/70 MPa) hydrogen dispensers and one 25,000-gallon liquid hydrogen storage tank at the Lodi Site.

The Recipient shall:

- Establish traffic flow in, around, and out of the Lodi site.
- Clearly identify the location of dispensers and equipment areas at the Lodi site of the Recipient facility.
- Propose property improvements, driveways, landscaping, equipment, and parking as appropriate.
- Develop *blueprints and renderings* for the station. Provide copies to the CAM.
- Produce an *Equipment List*, which shall include all equipment to be installed onsite, including storage systems, dispensers, pumps, and panels, vaporizers, and safety equipment. Provide a copy to the CAM.

Products:

- Blueprints and renderings for the station locations at the Lodi site
- Equipment List for the Lodi site

Task 3.2 Ripon Design and Engineering

The goal of this task is to design and engineer an HRS with three (3) rapid H70 (700 bar/70 MPa) hydrogen dispensers and one 25,000-gallon liquid hydrogen storage tank at the Ripon Site.

The Recipient shall:

- Establish traffic flow in, around, and out of the Ripon site.
- Clearly identify the location of dispensers and equipment areas at the Ripon site of the Recipient facility.
- Propose property improvements, driveways, landscaping, equipment, and parking as appropriate.
- Develop *blueprints and renderings* for the station locations. Provide copies to the CAM.
- Produce an *Equipment List*, which shall include all equipment to be installed onsite, including storage systems, dispensers, pumps, and panels, vaporizers, and safety equipment. Provide a copy to the CAM.

Products:

- Blueprints and renderings for the station locations at the Ripon site
- Equipment List for the Ripon site

TASK 4 CONSTRUCTION, COMMISSIONING, AND INSPECTION

The goal of this task is to construct, commission, and inspect the heavy-duty HRS in Lodi and Ripon, CA.

Task 4.1 Lodi Equipment Purchases

The goal of this task is to purchase the necessary equipment to enable the construction of a fully functioning heavy-duty HRS in Lodi.

The Recipient shall:

- Develop and execute a Procurement Plan. This plan will include, but is not limited to:
    - Complete list of procurements necessary for the project; and
    - Procedures, steps, and timelines that will be followed to acquire the procurements necessary for the project.
- Provide a copy of the *Procurement Plan* to the CAM. CAM written approval to proceed with procurement is required.
- Purchase necessary equipment including hydrogen dispensers, storage tank, pumps, panels, vaporizers, and safety equipment.
- Provide *purchase orders* for equipment to the CAM.

Products:

- Procurement Plan
- Purchase orders for equipment

Task 4.2 Ripon Equipment Purchases

The goal of this task is to purchase the necessary equipment to enable the construction of a fully functioning heavy-duty HRS in Ripon.

The Recipient shall:

- Develop and execute a Procurement Plan. This plan will include, but is not limited to:
    - Complete list of procurements necessary for the project; and
    - Procedures, steps, and timelines that will be followed to acquire the procurements necessary for the project.
- Provide a copy of the *Procurement Plan* to the CAM. CAM written approval to proceed with procurement is required.
- Purchase necessary equipment including hydrogen dispensers, storage tank, pumps, panels, vaporizers and safety equipment.
- Provide *purchase orders* for equipment to the CAM.

Products:

- Procurement Plan
- Purchase orders for equipment

Task 4.3 Lodi Pre-Construction

The goal of this task is to complete pre-construction tasks for the installation of three (3) heavy-duty rapid H70 hydrogen dispensers and one (1) 25,000 gallon storage tank at the Recipient facility in Lodi.

The Recipient shall:

- Receive final approval to build by the County of San Joaquin.
- Initiate construction.
- Install equipment concrete pads, pipelines, wiring, and supporting electrical equipment.
- Participate in any work-in-progress inspections as required.
- Provide at least (6) six *High Quality Digital Photographs* (minimum resolution of 1300x500 pixels in landscape ratio) *of completed pre-construction* to the CAM.

Products

- Six High Quality Digital Photographs of completed pre-construction

Task 4.4 Ripon Pre-Construction

The goal of this task is to complete pre-construction tasks for the installation of three (3) heavy-duty rapid H70 hydrogen dispensers and one (1) 25,000 gallon storage tank at the Recipient facility in Ripon.

The Recipient shall:

- Receive final approval to build by the City of Ripon
- Initiate construction.
- Install equipment concrete pads, pipelines, wiring, and supporting electrical equipment.
- Participate in any work-in-progress inspections as required.
- Provide at least (6) six *High Quality Digital Photographs* (minimum resolution of 1300x500 pixels in landscape ratio) *of completed pre-construction* to the CAM.

Products

- Six High Quality Digital Photographs of completed pre-construction

Task 4.5 Lodi Construction

The goal of this task is to install three (3) heavy-duty rapid H70 hydrogen dispensers and one (1) 25,000-gallon storage tank at the Recipient facility in Lodi.

The Recipient shall:

- Install HRS equipment including three (3) rapid H70 hydrogen refueling dispensers and one (1) 25,000 gallon storage tank at the Lodi site.
- Participate in any work-in-progress inspections as required.
- Provide at least (6) six *High Quality Digital Photographs* (minimum resolution of 1300x500 pixels in landscape ratio) *of installed equipment and completed construction* to the CAM.

Products

- Six High Quality Digital Photographs of installed equipment and completed construction

Task 4.6 Ripon Construction

The goal of this task is to install three (3) heavy-duty rapid H70 hydrogen dispensers and one (1) 25,000-gallon storage tank at the Recipient facility in Ripon.

The Recipient shall:

- Install HRS equipment including three (3) rapid H70 hydrogen refueling dispensers and one (1) 25,000 gallon storage tank at the Ripon site.
- Participate in any work-in-progress inspections as required.
- Provide at least (6) six *High Quality Digital Photographs* (minimum resolution of 1300x500 pixels in landscape ratio) *of installed equipment and completed construction* to the CAM.

Products

- Six High Quality Digital Photographs of installed equipment and completed construction

Task 4.7 Lodi Commissioning

The goal of this task is to conduct a thorough overview of the system, including but not limited to an inspection by the original equipment manufacturer (OEM), to ensure all system points are properly connected, power connections are properly terminated, and safety systems are fully tested and operable.

The Recipient shall:

- Test the supporting electrical and hydrogen equipment to relevant codes and standards.
- Confirm functionality of the hydrogen refueling equipment.
- Fill station with hydrogen.

- Schedule a final inspection with the County of San Joaquin for approval.
- Obtain, through the California Type Evaluation Program (CTEP), which is administered by the California Department of Food and Agriculture, Division of Measurement Standards (DMS), a *type-approval certificate to sell H2 by the kilogram* and provide a copy to the CAM.
- Produce a point-of-sale system at the HRS.
- Provide a *Written Notification of Commissioning Completion* to the CAM.
- Once HRS becomes operational, submit to the CAM an *Open Retail Station Checklist* within 5 business days.

Products
- CTEP type-approval certificate to sell H2 by the kilogram
- Written Notification of Commissioning Completion
- Open Retail Station Checklist

Task 4.8 Ripon Commissioning
The goal of this task is to conduct a thorough overview of the system, including but not limited to an inspection by the OEM, to ensure all system points are properly connected, power connections are properly terminated, and safety systems are fully tested and operable.

The Recipient shall:
- Test the supporting electrical and hydrogen equipment to relevant codes and standards.
- Confirm functionality of the hydrogen refueling equipment.
- Fill station with hydrogen.
- Schedule a final inspection with the City of Ripon for approval.
- Obtain, through the CTEP, which is administered by the California Department of Food and Agriculture, DMS, a *type-approval certificate to sell H2 by the kilogram* and provide a copy to the CAM.
- Produce a point-of-sale system at the HRS.
- Provide a *Written Notification of Commissioning Completion* to the CAM.
- Once HRS becomes operational, submit to the CAM an *Open Retail Station Checklist* within 5 business days.

Products
- CTEP type-approval certificate to sell H2 by the kilogram
- Written Notification of Commissioning Completion
- Open Retail Station Checklist

TASK 5 COMMUNITY OUTREACH AND ENGAGEMENT
The goal of this task is to gain insight and feedback into the community's willingness for or resistance to the development of HRS at the Lodi and Ripon sites and other potential concerns specific to the communities they present.

The Recipient shall:

- Work with community-based organizations to establish outreach methodologies, target audiences, and reporting/tracking metrics.
- Develop a *Written Plan for Outreach and Engagement*, which will include but not be limited to: a communication pathway with the community and outreach and education materials. Provide a copy to the CAM.
- Develop *materials on workforce development opportunities* in multiple languages as needed, that can be disseminated both virtually and in hard copy to the community. Provide a copy to the CAM.
- Introduce the community to the benefits of H2 fuel cell electric vehicles (FCEVs) and job/workforce opportunities which may include but not limited to: first responder training, community meetings, in-person, and virtual workshops.
- Work with local first responders to prevent safety incidents and ensure proper incident response.
- Provide a *written record of feedback from first responders on station safety.*
- Record *community feedback* and provide details on any public or workforce development meetings/outreach. Provide a copy to the CAM.

Products:

- Written Plan for Outreach and Engagement
- Materials on workforce development opportunities
- A written record of feedback from first responders on station safety
- Community feedback

TASK 6 WORKFORCE PLAN

The goal of this task is to develop a Workforce Plan.

The Recipient shall:

- Develop a Workforce Plan that includes, but is not limited to:
    - Outreach and engagement efforts aimed at job recruitment, job-placement strategies, and local hiring especially from those facing employment barriers and residents from disadvantaged and/or low-income communities and individuals whose income is below poverty.
    - Recruitment of pre-apprentices from Division of Apprenticeship Standards approved pre-apprenticeship programs.
    - Number of direct and indirect jobs by the proposed project with calculations and assumptions.
    - Support job quality by providing estimated total number of workers to be trained and/or hired; job classifications or titles; job classifications' specific role(s) in the project; wage rates and benefits; share of jobs that are short-duration positions (less than 12 months) and long-term positions (12 months or more).

    - Promote training and upward mobility including benefits to workers from disadvantaged and/or low-income communities, provide an estimate of the number of training hours during the project, and identify workforce training partnerships with local community-based organizations, workforce development boards, and high road training partnerships which can include State-approved Joint Apprenticeship Training Programs.
    - How job training, placement and employment will lead to careers with living wages, health care, and other benefits.
    - Experience respecting and implementing labor laws including workers right to organize.
- Provide a copy of the *Workforce Plan* to the CAM.
- Identify and discuss the results of performance data measured and collected in the Workforce Plan in the Final Report (Task 1.6).

Products:

- Workforce Plan

TASK 7 OPERATIONS AND RELIABILITY

The goal of this task is to operate all HRS included in the project and to plan for and implement maintenance strategies to achieve excellent station reliability.

The Recipient Shall:

- Provide an *Operations and Reliability Plan* explaining how HRS will achieve 95% uptime. Uptime shall be calculated as a quarterly average percentage and defined as: (The total hours the station is available over the quarter / the total possible hours of operation over the quarter) x 100.

Without limitation to other rights and remedies which the CEC may have, including but not limited to survival provisions specified in the Terms and Conditions of this Agreement, this requirement to ensure operationality for six years after the beginning of operation shall survive the completion or termination date of this Agreement. In addition to other requirements in the Terms and Conditions of this Agreement, all CEC-reimbursable expenditures must be incurred within the Agreement term.

Product:

- Operations and Reliability Plan

TASK 8 DATA COLLECTION AND ANALYSIS

The goal of this task is to collect operational data from the project and to analyze that data for economic and environmental impacts.

The Recipient shall:

- Collect and report to the CEC:

    - the availability of operational fueling nozzles, whether hydrogen is available for refueling at the station, the volume of hydrogen-dispensed, the number of vehicles fueled by a station, and any other data deemed necessary by the CEC to monitor reliability and accessibility of the refueling infrastructure. The data must be measured no less frequently than on a daily basis and reported electronically to the CEC no less frequently than quarterly in *AB 126 Data Reports* delivered with the quarterly reports described in Task 1.5.
    - the source and carbon intensity of the hydrogen produced for, or dispensed by, the stations, as measured by the methodology in the LCFS regulation (Subarticle 7 (commencing with Section 95480) of Article 4 of Subchapter 10 of Chapter 1 of Division 3 of Title 17 of the California Code of Regulations). Data must be reported to the CEC annually in a *AB 126 Data Report* specified by the CAM.
- Complete and submit the *NREL Data Collection Tool* quarterly for each hydrogen refueling station once the station becomes open retail and continue to do so throughout the project term.
- Perform and submit *results of purity testing* using hydrogen collected at the nozzle for each hose at each open retail hydrogen refueling station. Purity tests for each station in the Recipient's project will be performed:
    - At the time the station becomes open retail (to meet the open retail definition)
    - Every six months after the station becomes open retail during the approved term of this agreement
    - As needed when the hydrogen lines are potentially exposed to contamination due to maintenance or other activity.

      Hydrogen purity readings shall be collected according to CCR Title 4 Business Regulations, Division 9 Measurement Standards, Chapter 6 Automotive Products Specifications, Article 8 Specifications for Hydrogen Used in Internal Combustion Engines and Fuel Cells, Sections 4180 and 4181.

- Complete and submit a *Report of Hydrogen Dispensed* (Attachment 19) every quarter during the term of this agreement with the percentage of renewable hydrogen dispensed at each hydrogen refueling station in the project, the carbon intensity of the renewable hydrogen, and the Low Carbon Fuel Standard pathway associated with the renewable hydrogen.
- Comply with the Petroleum Industry Information Reporting Act (PIIRA) and complete CEC Form A15 on an annual basis for submission to the CEC's PIIRA Data Collection Unit (https://a15.energy.ca.gov/).
- Once refueling station becomes operational, submit to the CAM an *Open Retail Station Checklist* within 5 business days.
- Collect and provide the following data:
    - Number, type, date, and location of hydrogen refueling stations installed.
    - Nameplate capacity of the installed equipment, in kg/day for hydrogen.

    - Location type, such as street, parking lot, hotel, restaurant, or multi-unit housing.
    - Total cost per refueling station, the subsidy from the CEC per refueling station, federal subsidy per refueling station, utility subsidy per refueling station, and privately funded share per refueling station.
- Identify and discuss the results of performance data measured and collected in the Workforce Plan.
- Collect and provide 12 months of throughput, usage, and operations data from the project including, but not limited to:
    - Number of refueling sessions
    - Average refueling station downtime
    - Average session duration
    - Average kg dispensed
    - Types of vehicles using the refueling equipment
    - Applicable price for refueling
    - Maximum capacity of the new fueling system
    - Normal operating hours, up time, downtime, and explanations of variations
    - Gallons of gasoline and/or diesel fuel displaced (with associated mileage information)
    - Expected air emissions reduction, for example:
        - Non-methane hydrocarbons
        - Oxides of nitrogen
        - Particulate Matter
        - Formaldehyde
    - Duty cycle of the current fleet and the expected duty cycle of future vehicle acquisitions
- Identify any current and planned use of renewable energy at the facility.
- Provide data on potential job creation, economic development, and increased state revenue as a result of expected future expansion.
- Compare any project performance and expectations provided in the proposal to CEC with actual project performance and accomplishments.
- Provide a Data Collection and Information Analysis Report that lists and analyzes all the data and information described above.
    - ensure that the Data Collection and Information Analysis Report analyzes all the data described above, aside from the data submitted in the NREL Data Collection Tool, the A15 form, the purity tests, the Report of Hydrogen Dispensed (Attachment 19), and the reliability data to be provided in the AB 126 Data Reports with the Quarterly Progress Reports.
- Provide program metrics and data reports consistent with the GGRF Special Terms and Conditions, as applicable, in a format provided by the CAM. This data should be collected annually with a reporting cycle of December 1 through November 30 of the following calendar year. Data must be reported each December. For example, if the reporting cycle was 12/01/2024 - 11/30/2025, data from that cycle would be due in December 2025.

- If the project uses renewable distributed energy resources (DER) and/or renewable energy generation equipment, which must use 100% renewable natural gas or 100% renewable hydrogen, or a combination of both totaling 100% renewable fuel, 12-months of California Air Resources Board (CARB) emissions data report will be required.

Products:

-
- NREL Data Collection Tool
- Initial, biannual, and as needed hydrogen purity test results
- CEC A15 form
- Open Retail Station Checklist
- AB 126 Data Reports
- Data Collection and Information Analysis Report
- *Report of Hydrogen Dispensed*,
- Program metrics and data reports consistent with the GGRF Special Terms and Conditions, as applicable
- CARB emissions data report, from renewable DER and/or renewable energy generation equipment, if applicable (template to be provided during agreement development).

TASK 9 PROJECT FACT SHEET

The goal of this task is to develop an initial and final project fact sheet that describes the CEC-funded project and the benefits resulting from the project for the public and key decision makers.

The Recipient shall:

- Prepare an *Initial Project Fact Sheet* at start of the project that describes the project and the expected benefits. Use the format provided by the CAM.
- Prepare a *Final Project Fact Sheet* at the project's conclusion that includes but is not limited to: a description of the project; the actual benefits resulting from the project; lessons learned from implementing the project; data on potential job creation, economic development, and increased state revenue as a result of expected future expansion; and a comparison of any project performance and expectations provided in the proposal to CEC with actual project performance and accomplishments. Use the format provided by the CAM.
- 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:

- Initial Project Fact Sheet
- Final Project Fact Sheet

- Six High Quality Digital Photographs For Each Project Site