

GRANT REQUEST FORM (GRF)

CEC-270 (Revised 10/2015)

CALIFORNIA ENERGY COMMISSION

New Agreement ARV-18-015 (To be completed by CGL Office)

600 Fuels and Transportation Division	Michelle Vater	27	916-654-4831
---------------------------------------	----------------	----	--------------

Raisin City Elementary School District	77-0559687
--	------------

Raisin City Elementary School District Replacement CNG School Bus

04 / 10 / 2019	03 / 31 / 2021	\$ 165,000
----------------	----------------	------------

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

Proposed Business Meeting Date	04 / 10 / 2019	<input type="checkbox"/> Consent	<input checked="" type="checkbox"/> Discussion
--------------------------------	----------------	----------------------------------	--

Business Meeting Presenter	Michelle Vater	Time Needed:	5 minutes
----------------------------	----------------	--------------	-----------

Please select one list serve. Altfuels (AB118- ARFVTP)

Agenda Item Subject and Description

RAISIN CITY ELEMENTARY SCHOOL DISTRICT. Proposed resolution approving Agreement ARV-18-015 with Raisin City Elementary School District for a \$165,000 grant to replace one existing diesel school bus with a new compressed natural gas school bus.

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

☐ Yes (skip to question 2)☒ No (complete the following (PRC 21065 and 14 CCR 15378)):

Explain why Agreement is not considered a "Project":

Agreement will not cause direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment because the recipient is only acquiring a new model year CNG school bus, which will cause no impact or disruption to the existing environment.

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

☐ a) Agreement **IS** exempt. (Attach draft NOE)
☐ Statutory Exemption. List PRC and/or CCR section number:

☐ Categorical Exemption. List CCR section number:

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

Explain reason why Agreement is exempt under the above section:

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

Check all that apply

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

Legal Company Name:	Budget
TBD (CNG School Bus)	\$ 165,000
	\$ 0
	\$ 0

Legal Company Name:
Southwest Transportation Agency

GRANT REQUEST FORM (GRF)

CEC-270 (Revised 10/2015)

CALIFORNIA ENERGY COMMISSION

**Budget Information**

Funding Source	Funding Year of Appropriation	Budget List No.	Amount
ARFVTP	17/18	601.118J	\$165,000
Funding Source			\$
Funding Source			\$
Funding Source			\$
Funding Source			\$
R&D Program Area: N/A			\$165,000
Explanation for "Other" selection			
Reimbursement Contract #:	Federal Agreement #:		

Name:	Juan Sandoval	Name:	Maricela Ordoñez
Address:	6425 West Bowles Avenue	Address:	16644 S. Elm Avenue
City, State, Zip:	Raisin City, CA 93652	City, State, Zip:	Caruthers, CA 93609
Phone:	559-233-0128	Fax:	- -
E-Mail:	jsandoval@raisincity.k12.ca.us	E-Mail:	accounting@southwestjpa.org

<input checked="" type="checkbox"/> Competitive Solicitation	Solicitation #: GFO-17-607
<input type="checkbox"/> First Come First Served Solicitation	

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

Agreement Manager

Date

Office Manager

Date

Deputy Director

Date

Exhibit A CNG SCOPE OF WORK

TECHNICAL TASK LIST

Task #	Task Name
1	Administration
2	Purchase Compressed Natural Gas (CNG) School Bus
3	Scrap Replaced School Bus
4	Data Collection and Analysis

KEY NAME LIST

Task #	Key Personnel	Key Subcontractor(s)	Key Partner(s)
1	Juan Sandoval Renee Steen Sandra Hoevertsz Maricela Ordoñez	N/A	Southwest Transportation Agency
2	Juan Sandoval Renee Steen Sandra Hoevertsz Maricela Ordoñez	TBD	Southwest Transportation Agency
3	Juan Sandoval Renee Steen Sandra Hoevertsz Maricela Ordoñez	N/A	Southwest Transportation Agency
4	Juan Sandoval Renee Steen Sandra Hoevertsz Maricela Ordoñez	N/A	Southwest Transportation Agency

GLOSSARY

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

Term/ Acronym	Definition
ARFVTP	Alternative and Renewable Fuel and Vehicle Technology Program
CAM	Commission Agreement Manager
CAO	Commission Agreement Officer
CNG	Compressed Natural Gas
CPR	Critical Project Review
FTD	Fuels and Transportation Division
Recipient	Raisin City Elementary School District

Background:

The California Energy Commission (Energy Commission) released a Grant Solicitation and Application Package entitled “School Bus Replacement for California Public School Districts, County Offices of Education, and Joint Power Authorities” under the Clean Energy Job Creation Program and the Alternative and Renewable Fuel and Vehicle Technology Program (ARFVTP). The ARFVTP component of this grant solicitation was an offer to fund projects that replace the oldest diesel school buses in California with compressed natural gas (CNG) buses, where all-electric school buses were not feasible, and to provide infrastructure to support both CNG and electric vehicle (EV) school buses awarded under this solicitation.

Assembly Bill (AB) 118 (Núñez, Chapter 750, Statutes of 2007), created the Alternative and Renewable Fuel and Vehicle Technology Program (ARFVTP). The statute authorizes the California Energy Commission (Energy Commission) to develop and deploy alternative and renewable fuels and advanced transportation technologies to help attain the state’s climate change, clean air, and alternative energy policies. AB 8 (Perea, Chapter 401, Statutes of 2013) re-authorizes the ARFVTP through January 1, 2024. The ARFVTP has an annual budget of approximately \$100 million and provides financial support for projects that:

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

The California Energy Commission issued solicitation GFO-17-607 to provide funding opportunities under the ARFVT Program to fund projects that replace the oldest diesel school buses in California with compressed natural gas (CNG) buses and to provide infrastructure to support those CNG school buses. To be eligible for funding under GFO-17-607 (the “Solicitation”), the projects must also be consistent with the ARFVT Investment Plan updated annually. In response to the Solicitation, Recipient submitted Proposal 173 (the “Application”), which was proposed for funding in the Energy Commission’s Notice of Proposed Awards issued on November 29, 2018. Both the Application and the Solicitation are hereby incorporated by reference into this Agreement.

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

Problem Statement:

School bus fleets are aging, and our communities have poor air quality. Replacing school buses with lower emissions school buses will address both of these.

Goals of the Agreement:

The goal of this Agreement is to improve air quality and reduce school energy costs, while providing students with necessary school transportation.

Objectives of the Agreement:

The objective of this Agreement is to purchase a CNG school bus.

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 Recipient shall:

- Attend a “Kick-Off” meeting with the CAM, the Commission Agreement Officer (CAO), and a representative of the Energy Commission 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.
- Discuss the following administrative and technical aspects of this Agreement:
 - Agreement Terms and Conditions
 - Critical Project Review (Task 1.2)
 - Match fund documentation (Task 1.6) No reimbursable work may be done until this documentation is in place.
 - The CAM's expectations for accomplishing tasks described in the Scope of Work
 - An updated Schedule of Products and Due Dates
 - Quarterly Progress Reports (Task 1.4)
 - Technical Products (Product Guidelines located in Section 5 of the Terms and Conditions)
 - Final Report (Task 1.5)

Recipient Products:

- Updated Schedule of Products
- Updated List of Match Funds (if applicable)

Commission Agreement Manager Product:

- Kick-Off Meeting Agenda

Task 1.2 - Critical Project Review (CPR) Meetings

CPRs provide the opportunity for frank discussions between the Energy Commission and the Recipient. The goal of this task is to determine if the project should continue to receive Energy Commission funding to complete this Agreement and to identify any needed modifications to the tasks, products, schedule or budget.

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

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

The CAM shall:

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

The Recipient shall:

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

CAM Products:

- Agenda and a list of expected participants

- Schedule for written determination
- Written determination

Recipient Product:

- CPR Report(s)

Task 1.3 - Final Meeting

The goal of this task is to closeout this Agreement.

The Recipient shall:

- Meet with Energy Commission staff to present the findings, conclusions, and recommendations. The final meeting must be completed during the closeout of this Agreement.

This meeting will be attended by, at a minimum, the Recipient, the Commission Grants Office Officer, and the Commission Agreement Manager. 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 Commission Agreement Manager.

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 Commission Agreement Manager will determine the appropriate meeting participants.

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

- What to do with any equipment purchased with Energy Commission funds (Options)
- Energy Commission's request for specific "generated" data (not already provided in Agreement products)
- Need to document Recipient's disclosure of "subject inventions" developed under the Agreement
- "Surviving" Agreement provisions
- Final invoicing and release of retention
- Prepare a schedule for completing the closeout activities for this Agreement.

Recipient Products:

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

Task 1.4 - 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. Each progress report is due to the Commission Agreement Manager within 10 days of the end of the reporting period. The recommended specifications for each progress report are contained in Section 6 of the Terms and Conditions of this Agreement.
- In the first Quarterly Progress Report and first invoice, document and verify match expenditures and provide a synopsis of project progress, if match funds have been expended or if work funded with match share has occurred after the notice of proposed award but before execution of the grant agreement. If no match funds have been expended or if no work funded with match share has occurred before execution, then state this in the report. All pre-execution match expenditures must conform to the requirements in the Terms and Conditions of this Agreement.

Recipient Product:

- Quarterly Progress Reports

Task 1.5 - Final Report

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

The objectives of the Final Report are to clearly and completely describe the project's purpose, approach, activities performed, results, and advancements in science and technology; to present a public assessment of the success of the project as measured by the degree to which goals and objectives were achieved; to make insightful observations based on results obtained; to draw conclusions; and to make recommendations for further projects and improvements to the FTD project management processes.

The Final Report shall be a public document. If the Recipient has obtained confidential status from the Energy Commission and will be preparing a confidential version of the Final Report as well, the Recipient shall perform the following activities for both the public and confidential versions of the Final Report.

The Recipient shall:

- Prepare an Outline of the Final Report, if requested by the CAM.
- Prepare a Final Report following the latest version of the Final Report guidelines which will be provided by the CAM. The CAM shall provide written comments on the Draft Final Report within fifteen (15) working days of receipt. The Final Report must be completed at least 60 days before the end of the Agreement Term.
- The Final Report shall include:
 - The data from Task 4

- The total gross project costs
- Estimated change in energy use
- The time from award to buses in service
- Fuel usage before and after the project
- Submit one bound copy and one electronic copy of the Final Report with the final invoice.

Recipient Products:

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

Task 1.6 Identify and Obtain Matching Funds

The goal of this task is to ensure that the match funds planned for this Agreement are obtained for and applied to this Agreement during the term of this Agreement.

The costs to obtain and document match fund commitments are not reimbursable through this Agreement. Although the Energy Commission budget for this task will be zero dollars, the Recipient may utilize match funds for this task. Match funds shall be spent concurrently or in advance of Energy Commission funds for each task during the term of this Agreement. Match funds must be identified in writing and the associated commitments obtained before the Recipient can incur any costs for which the Recipient will request reimbursement.

The Recipient shall:

- Prepare a letter documenting the match funding committed to this Agreement and submit it to the CAM at least 2 working days prior to the kick-off meeting. If no match funds were part of the proposal that led to the Energy Commission awarding this Agreement and none have been identified at the time this Agreement starts, then state such in the letter. If match funds were a part of the proposal that led to the Energy Commission awarding this Agreement, then provide in the letter a list of the match funds that identifies the:
 - Amount of each cash match fund, its source, including a contact name, address and telephone number and the task(s) to which the match funds will be applied.
 - Amount of each in-kind contribution, a description, documented market or book value, and its source, including a contact name, address and telephone number and the task(s) to which the match funds will be applied. If the in-kind contribution is equipment or other tangible or real property, the Recipient shall identify its owner and provide a contact name, address and telephone number, and the address where the property is located.
- Provide a copy of the letter of commitment from an authorized representative of each source of cash match funding or in-kind contributions that these funds or contributions have been secured. For match funds provided by a grant a copy of the executed grant shall be submitted in place of a letter of commitment.
- Discuss match funds and the implications to the Agreement if they are reduced or not obtained as committed, at the kick-off meeting. If applicable, match funds

will be included as a line item in the progress reports and will be a topic at CPR meetings.

- Provide the appropriate information to the CAM if during the course of the Agreement additional match funds are received.
- Notify the CAM within 10 days if during the course of the Agreement existing match funds are reduced. Reduction in match funds must be approved through a formal amendment to the Agreement and may trigger an additional CPR meeting.

Products:

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

TECHNICAL TASKS

TASK 2 PURCHASE CNG SCHOOL BUS

The goal of this task is to purchase a CNG school bus, limited to a Type A, B, C, or D bus.

The Recipient shall:

- Order bus.
- Take delivery of bus.
- Confirm bus is functioning as expected.
- Put new bus in rotation as part of the bus fleet.
- Inform the CAM in writing that bus is in service, and submit copies of the proof of purchase and bus registration documentation.

Recipient Products:

- Proof of Purchase for new CNG school bus
- Notification that the bus is in service
- Bus Registration documentation
- Photographs of the bus

TASK 3 SCRAP REPLACED SCHOOL BUS

The goal of this task is to scrap the old diesel school bus that was replaced in Task 2 to ensure that it is not producing emissions.

The Recipient shall:

- Remove from service the old school bus for which the Recipient has received a replacement bus and scrap the old bus within 12 months of delivery of the new replacement school bus.
- Have Dismantler Certification Form completed and signed by dismantler for the bus being replaced.

Recipient Products:

- Completed and signed Dismantler Certification Form for the bus being replaced

TASK 4 DATA COLLECTION AND ANALYSIS

The goal of this task is to collect operational data from the project, to analyze that data for economic and environmental impacts, and to include the data and analysis in the Final Report. Formulas will be provided for calculations. A Final Report data collection template will be provided by the Energy Commission.

The Recipient shall:

- Develop a data collection test plan.
- Troubleshoot any issues identified.
- Collect 6 months of throughput, usage, and operations data from the project including, but not limited to:
 - Maximum capacity of the fueling system.
 - Date new CNG bus became operational.
 - Gallons of gasoline and/or diesel fuel displaced (with associated mileage information).
 - Expected air emissions reduction, for example:
 - Non-methane hydrocarbons
 - Oxides of nitrogen
 - Non-methane hydrocarbons plus oxides of nitrogen
 - Particulate Matter
 - Formaldehyde
 - Duty cycle of the current fleet and the expected duty cycle of future CNG bus acquisitions.
 - Specific jobs and economic development resulting from this project.
 - Vehicle miles traveled by the new school bus.
 - Maintenance and fueling costs for new bus.
 - Number of students served by new bus.
- Identify any current and planned use of renewable energy at the facility.
- Identify the source of the alternative fuel.
- Describe any energy efficiency measures used in the facility that may exceed Title 24 standards in Part 6 of the California Code Regulations.
- Provide data on potential job creation, economic development, and increased state revenue as a result of expected future expansion.
- Provide a quantified estimate of the project's carbon intensity values for life-cycle greenhouse gas emissions.

- Compare any project performance and expectations provided in the proposal to Energy Commission with actual project performance and accomplishments.
- Collect data, information, and analysis described above and include in the Final Report.

Recipient Products:

- Data Collection Test Plan
- Data collection information and analysis will be included in the Final Report

STATE OF CALIFORNIA

STATE ENERGY RESOURCES
CONSERVATION AND DEVELOPMENT COMMISSION

RESOLUTION - RE: RAISIN CITY ELEMENTARY SCHOOL DISTRICT

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

RESOLVED, that the Energy Commission approves Agreement ARV-18-015 from GFO-17-607 with Raisin City Elementary School District for a \$165,000 grant to replace one existing diesel school bus with a new CNG school bus; and

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

CERTIFICATION

The undersigned Secretariat to the Commission does hereby certify that the foregoing is a full, true, and correct copy of a Resolution duly and regularly adopted at a meeting of the California Energy Commission held on April 10, 2019.

AYE: [List of Commissioners]

NAY: [List of Commissioners]

ABSENT: [List of Commissioners]

ABSTAIN: [List of Commissioners]

Cody Goldthrite,
Secretariat