



GFO-23-604 Pre-Application Workshop

Improvements in Maintenance Processes for Reliable Operations that are Verifiable and Effective for Hydrogen Refueling Stations (IMPROVE for H2)

Fuels and Transportation Division
November 30, 2023 | 2:00 p.m.



Workshop Agenda

- Welcome and Introductions
 - Diversity Survey
 - Empower Innovation
 - Clean Transportation Program
- Solicitation Overview
 - Process
 - Purpose
 - Eligibility and Requirements
- Application Components
- Application Evaluation
- Application Submittal
- Questions & Answers
- Next Steps
- Adjourn



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Housekeeping

- Workshop is recorded on Zoom
- [Grant Funding Opportunity Webpage:](https://www.energy.ca.gov/solicitations/2023-11/gfo-23-604-improvements-maintenance-processes-reliable-operations-are)
<https://www.energy.ca.gov/solicitations/2023-11/gfo-23-604-improvements-maintenance-processes-reliable-operations-are>
- Virtual Participation via Zoom or telephone during the Q&A period
- Written Questions to Commission Agreement Officer:
Natalie Johnson, email: natalie.johnson@energy.ca.gov
Subject: GFO-23-604
Q&A Deadline: Wednesday, December 6, 2023, by 5:00 PM



Commitment to Diversity

The CEC adopted a resolution strengthening its commitment to diversity in our funding programs. The CEC continues to encourage disadvantaged and underrepresented businesses and communities to engage in and benefit from our many programs.

To meet this comment, CEC staff conducts outreach efforts and activities to:

- Engage with disadvantaged and underrepresented groups throughout the state;
- Notify potential new applicants about the CEC's funding opportunities;
- Assist applicants in understanding how to apply for funding from the CEC's programs;
- Survey participants to measure progress in diversity outreach efforts.



Diversity Survey

Diversity Survey - GFO-23-604
IMPROVE for H2 Pre-Application
Workshop



Scan the code on a phone or tablet with a QR reader to access the survey.

One Minute Survey

The information supplied will be used for public reporting purposes to display anonymous overall attendance of diverse groups.

Zoom Participants, please use the link in the chat to access the survey or scan the QR code on the left of the screen with a phone or tablet to access the survey.

Survey will be closed at the end of the day.

Survey Link: <https://forms.office.com/g/xZjHg0FJB3>



Find Partners on EmpowerInnovation.net

Empower Innovation aims to accelerate your clean tech journey with easy access to funding opportunities from the Energy Commission and others, resources and events, and connections to people and organizations.

www.empowerinnovation.net

FIND A PARTNER

Announce your interest in funding opportunities and message potential project partners directly.

RESOURCES & TOOLS

Browse the collection of resources including Resource Libraries, Funding Sources, Tools, and Databases.



Clean Transportation Program

- Established in 2007 by Assembly Bill 118 (2007)
- Extended to July 1, 2035, by Assembly Bill 126 (2023)
- Provides approximately \$95 million of funding per year through 2035
- Investment Plan determines funding allocations across various categories
- Supports workforce training and development



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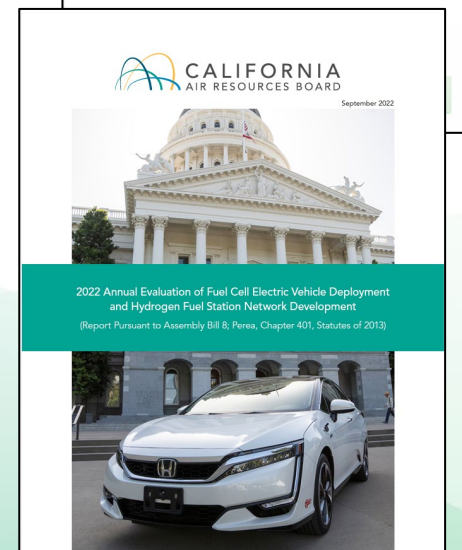


Policy Drivers

- 2023-2024 Investment Plan Update for the Clean Transportation Program
- Joint Agency Staff Report on Assembly Bill 8: 2022 Annual Assessment of Time and Cost Needed to Attain 100 Hydrogen Refueling Stations in California
- 2022 Annual Evaluation of Fuel Cell Electric Vehicle Deployment and Hydrogen Fuel Station Network Development



**Joint Agency Staff Report
on Assembly Bill 8: 2022
Annual Assessment of Time
and Cost Needed to Attain
100 Hydrogen Refueling
Stations in California**





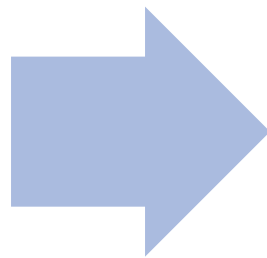
Solicitation Overview

IMPROVE for H2



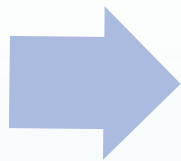
Solicitation Process

Solicitation
Release
11/3/2023



Applications
Due
1/19/2024

Notice of
Proposed
Awards
March 2024



CEC Business
Meeting
Q2 2024



Project Start
Q2 2024



Purpose of Solicitation

- Competitive grant solicitation
- Purpose is to fund projects that will support the advancement of hydrogen refueling station operations and maintenance (O&M) to improve the customer experience.
- The intention is to enable station owners and/or operators to invest in O&M activities that will result in long-lasting improvements to station reliability.



Available Funding and Maximum Award

- Total \$10,796,266 is available under this solicitation
- Projects are eligible for up to 75% of the total project costs
- Maximum grant award per eligible hydrogen refueling station is \$350,000
- Maximum project award is capped at \$7,000,000





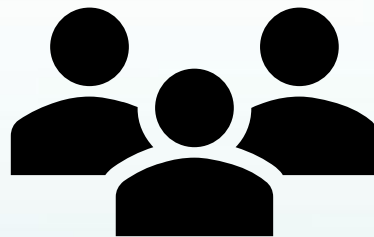
Applications and Awards

- One application per applicant
- May include one or more eligible hydrogen refueling station
- The projects with the highest overall ranking and at least the minimum passing score will be recommended for funding
- If remaining solicitation funds are insufficient to fully fund a grant proposal, the CEC reserves the right to recommend partially funding that proposal



Eligible Applicants

- All public and private entities that own or operate an eligible hydrogen refueling station.
- Applicants must accept the Terms and Conditions, without negotiation.
- Applicants are required to register with the California Secretary of State and be in good standing to enter into an agreement with the CEC.





Project Requirements

- Projects must propose O&M-related tasks that will address the needs of one or more eligible hydrogen refueling station that will achieve lasting improvements to the customer experience.
- Project tasks must be in addition to ongoing O&M tasks associated with maintaining status-quo station operations, such as paying rent, utilities, insurance, and costs to support pre-existing labor levels.



Eligible Projects

- An eligible hydrogen refueling station is a station listed as “Retail: Open” or “Retail: Unavailable,” on the Hydrogen Fuel Cell Partnership Station Map at <https://h2fcp.org/stationmap>.
 - A station with an active CEC O&M agreement is not eligible.
 - Applicants must submit proof of eligibility
- Must commit to operating for a min of 4 years
- Be consistent with the Minimum Technical Requirements in the solicitation that provided funding for the station, if applicable.



Eligible Projects, Cont.

- Project task examples in the solicitation manual
- Applicants must propose metrics to quantifiably measure and verify the effectiveness of the tasks
- Each eligible station in the application must have an O&M need that will be addressed in one or more tasks in the project
- O&M data collection and final report
- Must commit to achieving 95% uptime at each station in the application



Project Costs

Eligible project costs include:

- Development and implementation of improved O&M processes or procedures and associated training materials, or holding training sessions for station O&M.
- Design and installation of improved public-facing user information or other customer service features at stations.
- Design and installation of improved traffic guidance or traffic control features around stations.
- Testing of in-use or prospective components or parts for nozzles, compressors, cryopumps, dispensers, or other station equipment to improve durability, longevity, and/or user-friendliness.



Project Costs, Cont.

Eligible project costs include:

- Engagement and outreach to customers to share information about station improvements or obtain feedback.
- Capital improvements to a "Retail: Unavailable" station to bring it back to "Retail: Open" status. (max 30% of overall project costs)
- Alleviating critical O&M issues negatively affecting customers, including but not limited to replacing failed equipment or reducing the cost of fueling to customers. (max 30% of overall project costs)

Ineligible project costs include:

- Costs associated with maintaining status-quo station operations



Match Funding

- Minimum 25% total match share of total eligible project costs
- Minimum 50% of total match share must be cash match (or 12.5% of total project costs)

Examples of Grant Awards

Total Project Cost	Grant Award	Match Funding	Cash Match
\$466,667	\$350,000	\$116,667	\$58,334
\$9,333,333	\$7,000,000	\$2,333,333	\$1,166,667



Application Components

IMPROVE for H2



Application Organization (pp. 21-22)

Item	Action Needed by Applicant
Project Narrative	Create document
Scope of Work (Attachment 1)	Complete the attachment
Schedule of Products and Due Dates (Attachment 3)	Complete the attachment
Proposal Budget (Attachment 4)	Complete the attachment
Resumes	Create document(s)
Contact List (Attachment 5)	Complete the attachment
Letters of Support/Commitment	Create document(s)
CEQA Worksheet (Attachment 6)	Complete the attachment
Localized Health Impacts Information Form (Attachment 7)	Complete the attachment
Past Performance Reference Form(s) (Attachment 8)	Complete the attachment(s)
Applicant Declaration (Attachment 9)	Upload document
Proof of Hydrogen Refueling Station Eligibility	Create document



General Application Information

- With the new ECAMS application process, Applicants will input application information directly into the web platform
- Sign up at: <https://ecams.energy.ca.gov/s/login/>

A screenshot of the login page for the Energy Commission Agreement Management System. The page has a blue header with the California Energy Commission logo and navigation icons. Below the header, the title "Energy Commission Agreement Management System" is displayed. The login form consists of two input fields: "Username" and "Password". Below the fields is a blue "Log In" button. At the bottom of the form, there are two links: "Forgot your password?" and "New User Sign Up?".

Energy Commission Agreement Management System

Username

Password

Log In

[Forgot your password?](#) [New User Sign Up?](#)



Project Narrative

- **Applicants must submit a project narrative**
- Limited to a 2-page summary of the project, 10 pages to respond to all scoring criteria, and an additional 1 page per hydrogen refueling station included in the project to provide specific information about that station.
- Use 11-point font, single-spaced and a blank line between paragraphs
- Include page numbers
- **Project Narrative must address each scoring criterion described in the Evaluation Criteria (pp. 35-37)**

a. **Project Implementation**

- 1) Describe the needs for the customer experience improvements to be addressed at each eligible hydrogen refueling station in the proposed project and explain why addressing these needs is important to successful long-term O&M.

E. EVALUATION CRITERIA

Criterion		Possible Points
1.	Project Implementation Applications will be evaluated on the degree to which: <ul style="list-style-type: none"> • The Applicant demonstrates the needs for the customer experience improvements to be addressed at each eligible hydrogen refueling station in the proposed project and why addressing these needs is important to successful long-term O&M. 	45



Table of Contents

- The Project Narrative must include a Table of Contents.
- Table of Contents will not count towards the page limit.

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Scope of Work (Attachment 1)

- Applicants must complete Attachment 1.
- Describe exactly what the project will do.
- Identify what will be delivered to the CEC.
- Be sure to include in the technical tasks:
 - At least one product deliverable per task.

Rev. 09/2023

**Attachment 1
Exhibit A
SCOPE OF WORK**

TECHNICAL TASK LIST
<Insert the Task numbers and Task names for your Agreement. Applicants may leave the CPR column blank.>

Task #	CPR	Task Name
1		Administration
2		<Insert Task Name>
3		<Insert Task Name>
<Etc.>		<Insert Task Name>
<Etc.>		<Insert Task Name>
<Third to Last Task>		Operations and Reliability
<Second to Last Task>		Data Collection and Analysis
<Last Task>		Project Fact Sheet

KEY NAME LIST
<Insert the Task numbers and the Key names for each Task in your Project. Include Key names only if the value of the project would significantly change without those personnel, subcontractors, or partners. Add additional lines as needed. Alternatively, you may delete this table if there are no key names.>

Task #	Key Personnel	Key Subcontractor(s)	Key Partner(s)
1	<Name>	<Name>	<Name>
2	<Name>	<Name>	<Name>
3	<Name>	<Name>	<Name>
<Etc.>	<Name>	<Name>	<Name>

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

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Attachment 1 - Scope of Work GFO-23-604
IMPROVE for H2



Schedule of Products and Due Dates (Attachment 3)

- Applicants must complete Attachment 3.
- Add tasks and product deliverables that correspond to the Scope of Work.
- Provide realistic dates on when product deliverables can be completed.

Ver. 9/2023

**Attachment 03
Exhibit A-1**

<i>Schedule of Products and Due Dates</i>			
<i>Task Num</i>	<i>Task Name</i>	<i>Product(s)</i>	<i>Due Date</i>
1.1	Attend Kick-off Meeting		
		Updated Schedule of Products	<Insert Date>
		Updated List of Match Funds	<Insert Date>
		Updated List of Permits	<Insert Date>
		Written Statement of Match Share Activities	<Insert Date>
		Kick-Off Meeting Agenda (CEC)	<Insert Date>
1.2	Critical Project Review Meetings		
	1st CPR Meeting	CPR Report	<Insert Date>
		CPR Meeting Agenda (CEC)	<Insert Date>
		Schedule for written determination (CEC)	<Insert Date>
		Written determination (CEC)	<Insert Date>
	<Add as many as required >	<Utilize same products as 1st CPR Meeting>	<Insert Date>
		<Utilize same products as 1st CPR Meeting>	<Insert Date>
1.3	Final Meeting		
		Written documentation of meeting agreements	<Insert Date>
		Schedule for completing closeout activities	<Insert Date>
1.4	Monthly Calls		
		Email to CAM concurring with call summary	Within 5 days of
1.5	Quarterly Progress Reports		
		Quarterly Progress Reports	10th calendar day of each January, April, July, and October during the approved term of this
1.6	Final Report		
		Final Outline of the Final Report	<Insert Date>
		Draft Final Report	<Insert Date>
		Final Report (no less than 60 days before the end term of the agreement)	<Insert Date>
1.7	Identify and Obtain Match Funds		
		A letter regarding match funds or stating that no match funds are provided	<Insert Date>
		Copy(ies) of each match fund commitment letter(s) (if applicable)	<Insert Date>
		Letter(s) for new match funds (if applicable)	Within 10 days of identifying new match funds
		Letter that match funds were reduced (if applicable)	Within 10 days of identifying reduced



Proposal Budget (ECAMS Entry)

- **OPTION 1**
- Applicants enter budget information directly into ECAMS for Prime Applicant ONLY and upload Excel Attachment 4 for both Prime and Major Subrecipient(s)
- Identify how CEC funds and match funds will be spent to complete the project
- For more information on the CEC budget forms, visit the [CEC ECAMS Resources](https://www.energy.ca.gov/funding-opportunities/funding-resources/ecams-resources) webpage at: <https://www.energy.ca.gov/funding-opportunities/funding-resources/ecams-resources>

Details Attachments Past Agreements Budget Summary **Direct Labor** Fringe Benefits Travel Equipment Materials & Miscellaneous More

Direct Labor Hourly (0)

JOB CLASSIFICATION	LABOR RATE (\$ PER HOUR)	# OF HOURS	RATE X HOURS	CEC SHARE VALUE	MATCH SHARE VALUE	TOTAL
No data returned						

Direct Labor Monthly (0)

JOB CLASSIFICATION	LABOR RATE (\$ PER MONTH)	# OF MONTHS	RATE X MONTHS	CEC SHARE VALUE	MATCH SHARE VALUE	TOTAL
No data returned						

Direct Labor - Hourly

Job Classification Highest Estimated Labor Rate (\$ per hour) # of Hours

* CEC Share Value * Match Share Value

Include Indirect Cost ⓘ Include Profit ⓘ

Add more Direct Labor



Proposal Budget (Attachment 4)

- **OPTION 2**
- Upload all budgets (Prime and Major Subrecipients) as MS Excel attachments
- Follow Budget Instructions
- Identify how CEC funds and match funds will be spent to complete the project
- For more information on the CEC budget forms, visit the [CEC ECAMS Resources](https://www.energy.ca.gov/funding-opportunities/funding-resources/ecams-resources) webpage at: <https://www.energy.ca.gov/funding-opportunities/funding-resources/ecams-resources>

PROPOSAL BUDGET			
Category Budget			
Grant Funding Number	GFD-23-604		
Name of Organization	ABC company		
Select Recipient or Subrecipient			
Select your organization's California Business Certifications			
Cost Category	CEC Share	Match Share	Total
Direct Labor	\$ -	\$ -	\$ -
Fringe Benefits	\$ -	\$ -	\$ -
Total Labor	\$ -	\$ -	\$ -
Travel	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -
Materials/Miscellaneous	\$ -	\$ -	\$ -
Subrecipients/Vendors	\$ -	\$ -	\$ -
Total Other Direct Costs	\$ -	\$ -	\$ -
Indirect Costs	\$ -	\$ -	\$ -
Profit (not allowed for grant recipients)	\$ -	\$ -	\$ -
Total Indirect and Profit	\$ -	\$ -	\$ -
<i>Grand Totals</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>
<i>Total CEC Reimbursable Funds Spent in California or Paid to California-Based Entities (if applicable)</i>	<i>\$ -</i>		
<i>Percentage of CEC Reimbursable Funds Spent in California or Paid to California-Based Entities</i>			



Resumes

- Applicants must include resumes for key personnel identified in the application.
- Resumes are limited to a maximum of 2 pages each.

FIRST LASTNAME

Construction Worker
Seattle, WA
firstlast@email.com
555-555-5555

Effective at using forklift's, hand trucks and pallet jacks to move merchandise. Skilled at inspecting stock, tagging product and updating computer tracking systems. Well-versed in warehouse operations, inventory audits and loading and unloading procedures.

Eligible to work for any employer in the U.S.

WORK EXPERIENCE

Construction Worker

NewCompany January 2018 to Present

Unpacked and assembled all new merchandise using variety of power tools and lean manufacturing. Heavy Lifting. Measuring. Organize Building Materials. Read and Interpret Drawings. Safety. Supported technicians in equipment maintenance and repair. Organized Warehouse Operations.

Crew Lead

CompanyCo, Inc July 2017 to December 2017

Trained employees so that they were well-educated in time management and the proper ways to complete their job duties. Utilized all machinery and equipment while observing various safety precautions and practices. Ensured that job tasks were completed to standards and in accordance with company guidelines. Maintained the job site on a daily basis and checked to see that all trash and refuse was removed. Completed daily forklift safety checklists. Located proper slots on storage racks and set pallets in place with forklift and pallet jack.

EDUCATION

High school or equivalent

Ged Program - NewCity, NC
April 2015 to February 2016



Contact List (Attachment 5)

- Applicants must complete Attachment 5.
- Include the appropriate points of contact under the Recipient column.
- The CEC will complete the CEC points of contact during agreement development.

**Attachment 05
CONTACT LIST**

Please complete the information in the "Recipient" column.

California Energy Commission	Recipient
Commission Agreement Manager: (TBD by Commission) California Energy Commission 715 P Street, MS-18 Sacramento, CA 95814 Phone: (916) XXX-XXXX e-mail:	Project Manager: Name Company Name Street Address City, State ZIP Phone: (XXX) XXX -XXXX Fax: (XXX) XXX -XXXX e-mail:
Commission Agreement Officer: California Energy Commission Contracts, Grants, and Loans Office 715 P Street, MS-18 Sacramento, CA 95814	Administrator: Name Company Name Street Address City, State ZIP Phone: (XXX) XXX -XXXX Fax: (XXX) XXX -XXXX e-mail:
Accounting Officer: California Energy Commission Accounting Office 715 P Street, MS-2 Sacramento, CA 95814 e-mail: invoices@energy.ca.gov	Accounting Officer: Name Company Name Street Address City, State ZIP Phone: (XXX) XXX -XXXX Fax: (XXX) XXX -XXXX e-mail:
Legal Notices: Tatyana Yakshina Grants Manager California Energy Commission 715 P Street, MS-18 Sacramento, CA 95814 Phone: (916) 827-9294 e-mail: tatyana.yakshina@energy.ca.gov	Recipient Legal Notices: Name Company Name Street Address City, State ZIP Phone: (XXX) XXX -XXXX Fax: (XXX) XXX -XXXX e-mail:

+



Letters of Support/Commitment

- Applicants must include certain Commitment Letters.
 - Applicant's commitment to operating each station in the project for a minimum of four years.
 - From entities or individuals that are committing match funding.
 - From key project partners that will make contributions to the project.
- Support letters are optional.
- Limit of two pages per letter.





CEQA Worksheet (Attachment 6)

- Applicants must submit a completed Attachment 6.
- The CEC requires this information to assist with our CEQA determinations.

ATTACHMENT 6

CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) WORKSHEET

The California Environmental Quality Act (CEQA) (Public Resources Code §§ 21000 et seq.) requires public agencies to identify the significant environmental impacts of their actions and to avoid or mitigate them, if feasible.¹ Under CEQA, an activity that may cause either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment is called a "project." (Public Resources Code § 21065.) Approval of a contract, grant, or loan may be a "project" under CEQA if the activity being funded may cause a direct physical change or a reasonably foreseeable indirect physical change in the environment. Agencies must comply with CEQA before they approve a "project." This can include preparing a Notice of Exemption or conducting an Initial Study and preparing a Negative Declaration, a Mitigated Negative Declaration, or, if there are significant impacts, an Environmental Impact Report.

The Lead Agency is the public agency that has the greatest responsibility for preparing environmental documents under CEQA, and for carrying out, supervising, or approving a project. Where the award recipient is a public agency, the Lead Agency is typically the recipient. Where the award recipient is a private entity, the Lead Agency is the public agency that has greatest responsibility for supervising or approving the project as a whole.² When issuing contracts, grants or loans, the Energy Commission is typically a "Responsible Agency" under CEQA, which means that it must make its own CEQA findings based on review of the Lead Agency's environmental documents. If the Energy Commission is the only public agency with responsibility for approving the project, then the Energy Commission must act as the Lead Agency and prepare its own environmental documents before approving the project.

This worksheet will help the Energy Commission determine what kind of CEQA review, if any, is necessary before it can approve the award, and which agency will be performing that review as a Lead Agency. Please answer all questions as completely as possible. It may also help you to think through the CEQA process necessary for your proposed project. The Energy Commission may request additional information in order to clarify responses provided on this worksheet.

¹ For a brief summary of the CEQA process, please visit <http://ceres.ca.gov/ceqa/summary.html>.

² 14 C.C.R. §§ 15050, 15051. The Lead Agency typically has general governmental powers (such as a city or county), rather than a single or limited purpose (such as an air pollution control district).



Local Health Impacts Information Form (Attachment 7)

- Applicants must complete Attachment 7.
- The CEC requires this information for a Localized Health Impacts report.

Attachment 7

Local Health Impacts Information

Air Quality Guidelines (California Code of Regulations, Title 13, Chapter 8.1, Section 2343(c)(6)(A)) require the Energy Commission to analyze the aggregate locations of the funded projects, analyze the impacts in communities with the most significant exposure to air contaminants or localized air contaminants, or both, including, but not limited to, communities of minority populations or low-income populations, and identify agency outreach to community groups and other affected stakeholders.

This information must be provided for all AB 118 funding categories, including fueling stations, fuel production, feedstock production or procurement, and vehicle or technology component production.

INSTRUCTIONS

Please complete the following information *for all sites where work for the proposed project that will require a permit will be done*. Attach additional pages if necessary. If the project includes multiple sites, you may submit this information in a table format using the bolded font below as column headers.

PROJECT NAME

APPLICANT'S NAME AND ORGANIZATION

PROJECT SITE(S) DESCRIPTION

Provide the precise street address(es) of the site(s) and a description of existing infrastructure or facilities (if any), surrounding structures, reference to any regional plans or zoning requirements for each location, and its proximity to residences, day care facilities, elder care facilities, medical facilities, and schools.

(E.g., Site 1: 123 Main Street, Grand Terrace, CA, 92313, Vacant lot in a commercially zoned area. Commercial buildings surround the lot. No residences, daycare facilities, elder care facilities, medical facilities, or schools within ¼ mile; Site 2: 321 Beach Street, San Francisco, CA, Existing gasoline/diesel fueling station. Residential area within 200 on South and East ends of project site.)

DEMOGRAPHIC DATA

Provide demographic data at the city or Zip code level for either the project location or the location of the potential health impacts, including:

- o Total population
- o Median education level
- o Unemployment rate
- o Percentage of minorities (by ethnicity)



Past Performance Reference Form (Attachment 8)

- Applicants must complete Attachment 8 to provide references for:
 - Agreements with the CEC received by the Applicant in the last 10 years.
 - The five most recent agreements with other public agencies received by the Applicant within the past 10 years.
- References must include a contact person name and phone number or email address. These persons may be contacted by CEC staff.
- Applicants should fill out a separate Past Performance Reference Form for each agreement reference.

Attachment 08
GFO-23-604
PAST PERFORMANCE REFERENCE FORM

Provide references for CEC agreements (e.g., contracts, grants, or loans) received by the Applicant in the last 10 years, including ongoing agreements, and the 5 most recent agreements with other public agencies within the last 10 years to verify Applicant's past performance. Each reference must include a contact person name and phone number (or email address). If contacted by California Energy Commission staff, references should be able to speak to Applicant's ability to successfully complete projects in a timely manner.

In response to Section III. D. 2. e., Team Experience and Qualifications, if the team's experience and qualifications includes a specific project(s) under current or prior agreements with public funding (e.g., contract, grant, or loan), the Applicant must also submit a Past Performance Reference Form(s) for the project(s), even if the team member is not the primary Applicant.

Applicants should fill out a separate Past Performance Reference Form for each reference.

Name of Organization	
Address	
Contact Name	
Contact Title	
Contact Phone Number (or Email)	
Title of Project	
Agreement Number or Other Unique Identifier	
(For projects that did not complete (or timely complete) project objectives) Describe the challenges faced, what led to those challenges and indicate whether those challenges were within the Applicant's control.	
Describe any severe audit findings and how they were ultimately addressed and resolved.	
Describe the final outcome of the project.	

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IMPROVE for H2



Applicant Declaration (Attachment 9)

- Applicants are requested to declare that they:
 - are not delinquent on taxes nor suspended by the California Franchise Tax Board
 - are not being sued by any public agency or entity
 - are in compliance with the terms of all settlement agreements, if any, entered into with the CEC or another public agency or entity
 - are in compliance with all judgments, if any, issued against the Applicant in any matter to which the CEC or another public agency or entity is a party
 - are complying with any demand letter made on the Applicant by the CEC or another public agency or entity; and are not in active litigation with the CEC regarding the Applicant's actions under a current or past contract, grant, or loan with the CEC. References must include a contact person name and phone number or email address.

ATTACHMENT 9
Applicant Declaration

As of the date of the application deadline for Energy Commission solicitation GFO-23-604, the entity submitting this application (Applicant):

- Is not delinquent on any federal, state, or local tax payments; and
- Has not had its California business registration status suspended by the California Franchise Tax Board within the last 7 years; and
- Has not filed for bankruptcy in the last 10 years; and
- Is not currently planning to file for bankruptcy; and
- Is registered to do business in California, which typically means with the California Secretary of State, and such registration is in good standing; and
- Is not currently being sued by any entity (public or private) or individual, and is not aware of any information that reasonably indicates it may be sued by any entity or individual during the proposed agreement term, that in either case might reasonably be expected to materially impact the applicant's ability to perform the proposed project; and
- Is in compliance with the terms of all settlement agreements, if any, entered into with the Energy Commission or another government agency or entity; and
- Is in compliance with all judgments, if any, issued against the Applicant in any lawsuit or other matter to which the Energy Commission or another government agency is a party; and
- Is complying with any demand letter made on the Applicant by the Energy Commission or another government agency; and
- Is not in active litigation with the Energy Commission regarding the Applicant's actions under a current or past contract, grant, or loan with the Energy Commission.

For the Applicant, and having authority to do so, I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct:

(Date)

(Signature)

(Printed Name)

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Proof of Hydrogen Refueling Station Eligibility

- Applicants must submit proof that each hydrogen refueling station included in their application are eligible hydrogen refueling stations.
- Applicants must take a screen shot of each included station's listing on the Hydrogen Fuel Cell Partnership Station Map showing either Retail: Open or Retail: Unavailable status.
- The screen shots must show the date taken, and that date must be between the solicitation release date and the deadline to submit applications.



Application Evaluation

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How Will My Application Be Evaluated?

Stage One: Application Screening

- Administrative Screening Criteria (Pass/Fail)
- Technical Screening Criteria (Pass/Fail)

Stage Two: Application Evaluation

*Applicants must pass ALL screening criteria, or the application shall be disqualified and eliminated from further evaluation.



Administrative Screening Criteria

Criteria	Pass/Fail
1. The application is received by the due date and time specified in the “Key Activities Schedule” in Section I of this solicitation.	Pass or Fail
2. The Applicant has not included a statement that is contrary to the required authorizations and certifications when submitting in ECAMS.	Pass or Fail



Technical Screening Criteria

Criteria	Pass/Fail
1. The applicant is an eligible applicant.	Pass or Fail
2. The project is an eligible project.	Pass or Fail
3. The applicant meets the minimum match share requirement, if any.	Pass or Fail
4. The applicant passes the past performance criterion.	Pass or Fail



Past Performance Screening

1. An applicant may be disqualified due to **severe performance issues** characterized by significant negative outcomes under one or more prior or active CEC agreement(s) within the last 10 years.
2. Any applicant that does not have an active or prior agreement equates to no severe performance issues and therefore would pass this screening criteria.



Application Technical Evaluation and Scoring

- The Evaluation Committee applies the scoring scale to the evaluation criteria.
- Applications must obtain a minimum passing score of **70%** or **70 points** in order to be considered for funding.
- Review Section IV of the solicitation manual and ensure the application provides a clear and complete response to all scoring criteria.



Application Evaluation and Scoring

Scoring Criteria	Possible Points
1. Project Implementation	45
2. Project Readiness	20
3. Economic and Environmental Benefits, and Sustainability	15
4. Project Budget	10
5. Team Experience and Qualifications	10
Total Possible Points	100
Minimum Points to Pass (70%)	70



Project Implementation

Applications will be evaluated on the degree to which:

- The Applicant demonstrates the needs for the customer experience improvements to be addressed at each eligible hydrogen refueling station in the proposed project and why addressing these needs is important to successful long-term O&M.
- The tasks to be undertaken in the project address the needs identified above and result in the greatest customer experience improvements.
- Metric(s) to quantifiably measure the effectiveness of the project's tasks are well defined, the metrics will enable verification of improved station reliability and customer service, the data necessary to calculate the metrics are identified, and the personnel responsible and the methods that they will use for collecting the data are determined.
- The proposed project will result in customer service benefits for the entire open retail hydrogen refueling station network.
- The Applicant commits to the operation of the proposed project's hydrogen refueling stations for longer than that required by this solicitation.



Project Readiness

Applications will be evaluated on the degree to which:

- The Applicant is ready to move forward with the project tasks, with the necessary personnel or project partners identified to carry out the project.
- The Applicant has prepared detailed tasks in the Scope of Work that clearly convey a strategy for improving station O&M and customer service.
- The Schedule of Products and Due dates is aggressive but achievable and will result in timely benefits to customers.



Economic and Environmental Benefits, and Sustainability

Applications will be evaluated on the degree to which:

- The expected benefits to customer experience and station reliability will be sustainable well into the future, after project completion.
- The project will benefit disadvantaged communities and low-income communities, and workers within those communities, in accordance with the CalEnviroScreen Tool, <https://oehha.ca.gov/calenviroscreen/report/calenviroscreen-40>.
- The proposed project will result in a higher benefit-cost score in terms of tons of carbon dioxide-equivalent (CO₂e) reduced per dollar of CEC investment for the proposed project term than would be achievable under status-quo O&M.
- The carbon intensity of the hydrogen dispensed at the station will be minimized during ongoing station operations.



Project Budget

Applications will be evaluated on the degree to which:

- Operational benefits to customers per dollar of CEC investment are high.
- The Applicant will track those operational benefits per dollar of CEC investment through quantitative metrics.



Team Experience and Qualifications

Applications will be evaluated on the degree to which:

- The Applicant's qualifications, commitment, and approach will result in providing excellent customer service to FCEV drivers.
- The project team's qualifications, including relevant expertise, experience, and skill sets, are suitable to the tasks described in the proposed Scope of Work.
- The Applicant identifies, by name, all key personnel assigned to the project, including the project manager, and clearly demonstrates their individual areas of responsibility in relation to the tasks described in the proposed Scope of Work.
- The Applicant and team have demonstrated exceptional administrative and technical performance under existing or prior funding agreements (CEC and/or other public agencies), if the Applicant worked on such projects.



Terms and Conditions

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Terms and Conditions

- Terms and Conditions
- Can be found on the Funding Resources webpage at <https://www.energy.ca.gov/funding-opportunities/funding-resources>
 - Appendix 1 reflects the terms and conditions that have been updated through the CEC's ECAMS process
 - E.g. backup documentation required for invoicing
- More information is on the [ECAMS Resources webpage](https://www.energy.ca.gov/funding-opportunities/funding-resources/ecams-resources) at <https://www.energy.ca.gov/funding-opportunities/funding-resources/ecams-resources>



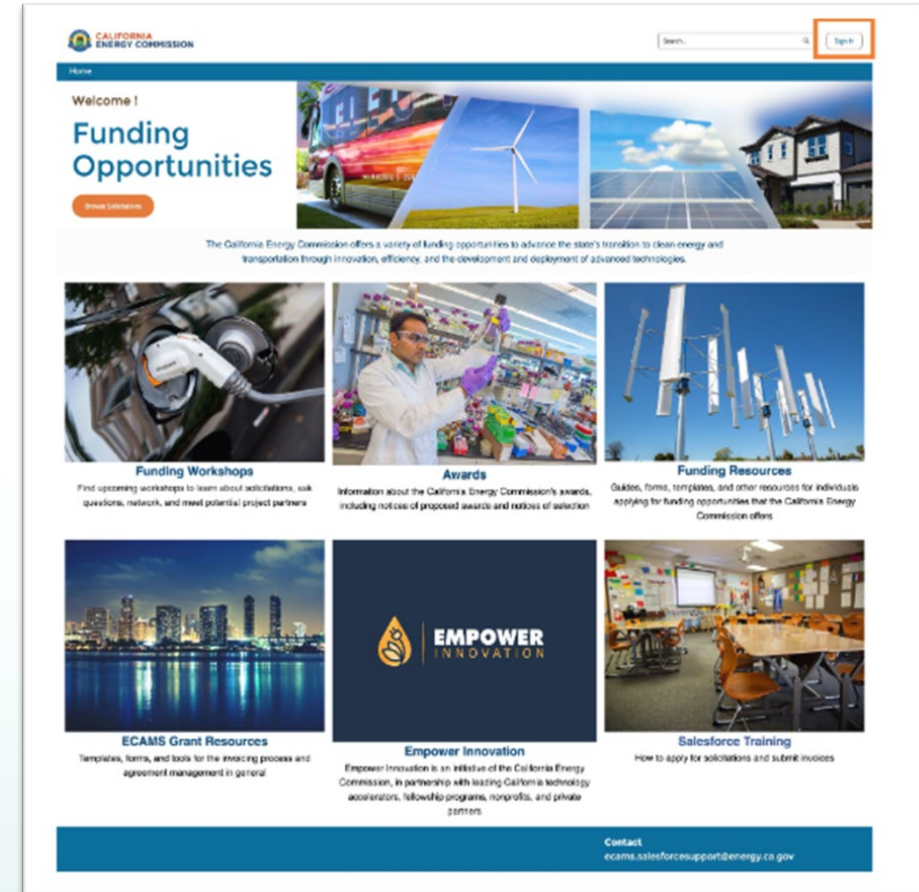
Application Submittal

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GFO Submission Requirements

- Applications will be submitted through the Energy Commission Agreement Management System (ECAMS), available at: <https://ecams.energy.ca.gov/>
- **Applicants must have or create a user account in order to apply for this solicitation.** To create an account, please see the guidance document titled [User Registration Instructions](#)
- Note: One account manager per organization, but users can be added by account manager





GFO Submission Requirements, Cont.

- Electronic files, other than those requiring signatures, must be in the format that they are provided in the solicitation.
- Application documents should meet formatting requirements, and page recommendations provided in the solicitation manual.
- Attachments requiring signatures (Support/Commitment Letters) may be scanned and submitted in PDF format.
- Until further notice, any requirement in CEC solicitations to provide a signature is waived. In ECAMS, checking the "I Agree" box and clicking the "I Agree & Submit" button provides the required authorizations and certifications.
 - Notice on CEC's waiver of the signature requirement appears here:
<https://www.energy.ca.gov/funding-opportunities/solicitations>



GFO Submission Resources

- For detailed instructions on how to submit an application, please see the [Applying for a Solicitation](#) guidance document
- Guidance documents are available at <https://www.energy.ca.gov/funding-opportunities/funding-resources> under *General Funding Information*
- Questions about the ECAMS system can be sent to:
ECAMS.SalesforceSupport@Energy.ca.gov

A screenshot of a web page titled "General Funding Information" with a close button (X) in the top right corner. The page is divided into two main sections. The first section is "GRANT SOLICITATION SYSTEM (GSS) INFORMATION" and contains two bullet points: "Grant Solicitation System (GSS) Login" and "How to Apply - PDF". The second section is "ENERGY COMMISSION AGREEMENT MANAGEMENT SYSTEM (ECAMS)" and contains three bullet points: "Energy Commission Agreement Management System (ECAMS) Login", "User Registration - PDF", and "Applying for a Solicitation". This second section is highlighted with a red rectangular border.



GFO Submission

Submit applications early!

ECAMS will stop accepting application documents promptly at the deadline of 11:59 p.m. on January 19, 2024.

Applications in the process of being submitted prior to the deadline will NOT be accepted after the deadline.



Key Dates

Activity	Action Date
Solicitation Release	November 03, 2023
Pre-Application Workshop	November 30, 2023
Deadline for Written Questions by 5:00 p.m.	December 6, 2023
Anticipated Distribution of Question/Answers	Week of December 25, 2023
Deadline to Submit Applications by 11:59 p.m.	January 19, 2024
Anticipated Notice of Proposed Awards Posting	Week of March 4, 2024
Anticipated Energy Commission Business Meeting	May 8, 2024



Question and Answers

Three ways to ask questions:

Please state your name and affiliation. Keep questions under 3 minutes to allow time for others.

1. Use the raise hand function in Zoom

Zoom Phone Controls:

- *6 – Toggle mute/unmute
- *9 – Raise hand

2. Type questions in the Zoom Q&A Box

3. Submit written questions

Send written questions to Natalie.Johnson@energy.ca.gov

Deadline: December 6, 2023, 5:00 p.m. PST

Note that an official CEC response will be provided in writing and posted on the GFO webpage in December.



Written Questions

Please send all questions related to GFO-23-604 to:

NATALIE JOHNSON

Commission Agreement Officer

715 P Street, MS-18

Sacramento, CA 95814

natalie.johnson@energy.ca.gov

(Please add subject line: GFO-23-604)

Deadline to submit questions: Wednesday, December 6, 2023, 5:00 p.m. PST

Deadline to submit applications: Friday, January 19, 2024, 11:59 p.m. PST



Next Steps

Activity	Action Date
Deadline for Written Questions by 5:00 p.m.	December 6, 2023
Anticipated Distribution of Question/Answers	Week of December 25, 2023
Deadline to Submit Applications by 11:59 p.m.	January 19, 2024
Anticipated Notice of Proposed Awards Posting	Week of March 4, 2024

Updates to solicitation documents will be posted on the [GFO Webpage](https://www.energy.ca.gov/solicitations/2023-11/gfo-23-604-improvements-maintenance-processes-reliable-operations-are):
<https://www.energy.ca.gov/solicitations/2023-11/gfo-23-604-improvements-maintenance-processes-reliable-operations-are>



Thank You!

Applications are due January 19, 2024, by 11:59 p.m.