

**GRANT REQUEST FORM (GRF)**

CEC-270 (Revised 02/13)

CALIFORNIA ENERGY COMMISSION

New Agreement ARV-13-014 (To be completed by CGL Office)

Division	Agreement Manager:	MS-	Phone
600 Fuels and Transportation Division	Miki Crowell	27	916-653-0363

Recipient's Legal Name	Federal ID Number
Los Angeles Department of Water and Power	69-0933543

Title of Project
Western District Yard CNG Fueling Stations

Term and Amount	Start Date	End Date	Amount
	6 / 30 / 2014	3 / 29 / 2019	\$ 300,000

**Business Meeting Information**
 ARFVTP agreements under \$75K delegated to Executive Director.

Proposed Business Meeting Date	4 / 22 / 2014	<input type="checkbox"/> Consent	<input checked="" type="checkbox"/> Discussion
Business Meeting Presenter	Miki Crowell	Time Needed:	5 minutes

Please select one list serve. Altfuels (AB118- ARFVTP)**Agenda Item Subject and Description**

Possible approval of a resolution approving Agreement # ARV-13-014 with Los Angeles Department of Water and Power (LADWP) for \$300,000 to install a compressed natural gas (CNG) fueling station at its Western District Yard. The station is located centrally to the downtown Los Angeles area and will be available to provide fueling for LADWP's approximately 430 light-duty, medium-duty, and heavy-duty CNG fueled vehicles, including approximately 100 vehicles dedicated to this site. In addition, the fueling station will be available to other City of Los Angeles Departments such as General Services.

**California Environmental Quality Act (CEQA) Compliance**

- 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 .
  - 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 15301, 15303, 15304 section number:
      - Common Sense Exemption. 14 CCR 15061 (b) (3)
    - Explain reason why Agreement is exempt under the above section:
      - 15301: The facility has been and will still be used as a maintenance yard and fueling station for LADWP.
      - 15303: The CNG fueling station is small.
      - 15304: Minor grading/paving, trench excavation to tie in to gas company line, new pipelines installation for CNG fuel delivery. The project will have no significant adverse impact on the environment.
    - b) Agreement **IS NOT** exempt. (Consult with the legal office to determine next steps.)
- Check all that apply
- |   |   |
|---|---|
| <input type="checkbox"/> Initial Study                  | <input type="checkbox"/> Environmental Impact Report            |
| <input type="checkbox"/> Negative Declaration           | <input type="checkbox"/> Statement of Overriding Considerations |
| <input type="checkbox"/> Mitigated Negative Declaration |   |

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

Legal Company Name:	Budget
TBD	\$ 0
	\$ 0
	\$ 0

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

Legal Company Name:

**GRANT REQUEST FORM (GRF)**

CEC-270 (Revised 02/13)

CALIFORNIA ENERGY COMMISSION



Budget Information			
Funding Source	Funding Year of Appropriation	Budget List No.	Amount
ARFVTF	13/14	601.118F	\$300,000
Funding Source			\$
R&D Program Area:	Select Program Area	TOTAL:	\$ 0
Explanation for "Other" selection			
Reimbursement Contract #:		Federal Agreement #:	

Recipient's Administrator/ Officer				Recipient's Project Manager			
Name:	Dat M. Quach			Name:	Christine Truong		
Address:	111 North Hope Street, Room 1050			Address:	111 North Hope Street, Room 1050		
City, State, Zip:	Los Angeles, CA 90012			City, State, Zip:	Los Angeles, CA 90012		
Phone:	213-367-4697	Fax:	213-367-4710	Phone:	213-367-4062	Fax:	213-367-4710
E-Mail:	Dat.quach@ladwp.com			E-Mail:	Christine.Truong@ladwp.com		

Selection Process Used	
<input checked="" type="checkbox"/> Competitive Solicitation	Solicitation #: PON-12-605
<input type="checkbox"/> First Come First Served Solicitation	

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

\_\_\_\_\_  
Agreement Manager\_\_\_\_\_  
Date\_\_\_\_\_  
Office Manager\_\_\_\_\_  
Date\_\_\_\_\_  
Deputy Director\_\_\_\_\_  
Date

**Exhibit A  
SCOPE OF WORK**

**TECHNICAL TASK LIST**

Task #	CPR	Task Name
1		Administration
2	X	Construction of Facilities
3		Data Collection and Analysis

**KEY NAME LIST**

Task #	Key Personnel	Key Subcontractor(s)	Key Partner(s)
1	Garet Takiguchi	None	None
2	TBD	TBD from bid process	None
3	Christine Truong	None	None

**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
CPR	Critical Project Review
Energy Commission	California Energy Commission
FTD	Fuels and Transportation Division
LADWP	Los Angeles Department of Water and Power

**BACKGROUND**

Assembly Bill 118 (Núñez, Chapter 750, Statutes of 2007), created the Alternative and Renewable Fuel and Vehicle Technology (ARFVT) Program. The statute, subsequently amended by AB 109 (Núñez Chapter 313, Statutes of 2008), and AB 8 (Perea, Chapter 401, Statutes of 2013) 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 policies. The Energy Commission has an annual program budget of approximately \$100 million and provides financial support for projects that:

- Develop and improve alternative and renewable low-carbon fuels;
- Optimize alternative and renewable fuels for existing and developing engine technologies;
- Produce alternative and renewable low-carbon fuels in California;
- Decrease, on a full fuel cycle basis, the overall impact and carbon footprint of alternative and renewable fuels and increase sustainability;
- Expand fuel infrastructure, fueling stations, and equipment;
- Improve light-, medium-, and heavy-duty vehicle technologies;
- Retrofit medium- and heavy-duty on-road and non-road vehicle fleets;
- Expand infrastructure connected with existing fleets, public transit, and transportation corridors; and
- Establish workforce training programs, conduct public education and promotion, and create technology centers.

The California Energy Commission issued solicitation PON-12-605 to provide funding opportunities under the ARFVT Program for projects to support installation of new natural gas fueling infrastructure and upgrades to existing natural gas fueling infrastructure. In response to PON-12-605, the Recipient submitted application #2, which was proposed for funding in the Energy Commission's Revised Notice of Proposed Awards, issued August 02, 2013. Both the Application and the Solicitation are hereby incorporated by reference into this Agreement. ARFVTP Terms and Conditions, Exhibit C, and Special Terms and Conditions, Exhibit D, are also 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:**

The Los Angeles Department of Water and Power (LADWP) is the nation's largest, municipal-owned utility. It provides essential and reliable water and power services to nearly 4 million residents in the City of Los Angeles. The City of Los Angeles has a service area in excess of 460 square miles. In addition, the LADWP maintains thousands of miles of transmission facilities, aqueducts, reservoirs, hydroelectric generation plants, wind and solar energy generation facilities, and various other assets.

The LADWP has a fleet of approximately 6,000 vehicles to maintain operations in the service areas and at LADWP's facilities.

Existing public CNG fueling stations located within a reasonable proximity to LADWP district yards do not have a sufficient amount of CNG to refuel all of the LADWP CNG fleet vehicles. The new CNG station would allow for faster responses to jobs, and in the event of a natural disaster the LADWP would have its own emergency supply on hand. The current driving distances to the nearest LADWP owned CNG fueling station are as follows for the districts:

- West Valley - Over 8 miles (with traffic)
- Trunkline – About 7 miles (with traffic)
- Western – About 10.5 miles (with traffic)

Given the expansive size of the LADWP service territory and its facilities, it is imperative that the LADWP minimizing the amount of travel needed to refuel fleet vehicles on a daily or weekly basis.

**Goals of the Agreement:**

The goals of this Agreement are to expand fuel infrastructure, fueling stations, and equipment, and to expand infrastructure connected with existing fleets, public transit, and transportation corridors. This shall reduce truck travel by 20,000 miles annually.

**Objectives of the Agreement:**

The objective of this Agreement is to construct a fully operational CNG fueling station to allow approximately 100 fleet vehicles to refuel on a daily or weekly basis.

**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 Grants Officer, and a representative of the Accounting Office. The Recipient shall bring its Project Manager, Agreement Administrator, Accounting Officer, and others designated 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.
  - Permit documentation (Task 1.7)
  - Subcontracts needed to carry out project (Task 1.8)
  - The CAM's expectations for accomplishing tasks described in the Scope of Work
  - An updated Schedule of Products and Due Dates
  - Monthly 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
- Updated List of Permits

#### **CAM 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 Energy Commission Grants Officer, the Fuels and Transportation Division (FTD) natural gas fuel 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 Energy Commission Grants Office Officer, 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 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.

**Products:**

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

**Task 1.4 Monthly 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 Monthly 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 CAM 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 Monthly 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

**Product:**

- Monthly 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.
- Submit one bound copy of the Final Report with the final invoice.

**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. 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)

**Task 1.7 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 Energy Commission budget for this task will be zero dollars, the Recipient shall 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 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 an additional CPR.

**Products:**

- Letter documenting the permits or stating that no permits are required
- A copy of each 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 1.8 Obtain and Execute Subcontracts**

The goal of this task is to ensure quality products and to procure subcontractors required to carry out the tasks under this Agreement consistent with the Agreement Terms and Conditions and the Recipient's own procurement policies and procedures. It will also provide the Energy Commission an opportunity to review the subcontracts to ensure that the tasks are consistent with this Agreement, and that the budgeted expenditures are reasonable and consistent with applicable cost principles.

**The Recipient shall:**

- Manage and coordinate subcontractor activities.
- Submit a draft of each subcontract required to conduct the work under this Agreement to the CAM for review.
- Submit a final copy of the executed subcontract.

- If Recipient decides to add new subcontractors, then the Recipient shall notify the CAM.

**Products:**

- Draft subcontracts
- Final subcontracts

**TECHNICAL TASKS**

**TASK 2 CONSTRUCTION OF FACILITIES**

The goal of this task is to construct a CNG fueling station at the Western District Yard. The sites will provide fueling capability for approximately 100 heavy-, medium-, and light-duty fleet vehicles for several districts.

**The Recipient shall:**

- Administer subcontracts related to the construction of the fueling station.
- Ensure that the schedule provided to the Energy Commission is followed.
- Take before and after photographs of installation of equipment.

[Before this task begins, all relevant subcontracts must be executed. See Task 1.8 for details]

**[CPR will be held during this Task. See Task 1.2 for details.]**

**Products:**

- Pre installation photographs
- Post installation photographs
- Written notice of construction completion

**TASK 3 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.

**The Recipient shall:**

- Develop 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:
  - Number of vehicles fueled per day per station
  - Number of days or hours per year that each station was inoperative
  - Maximum capacity of the new fueling system
  - Electricity required to power CNG compression equipment on a daily basis
  - Gallons of gasoline and/or diesel fuel displaced by using natural gas (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 vehicle acquisitions
- Specific jobs and economic development resulting from this project
- 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.

**Products:**

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

## EXHIBIT A-1

### ***Schedule of Products and Due Dates***

<b>Task Number</b>	<b>Task Name</b>	<b>Product(s)</b>	<b>Due Date</b>
<b>1.1 Attend Kick-off Meeting</b>			
		Updated Schedule of Products	2 days before the kick-off meeting
		Updated List of Match Funds	2 days before the kick-off meeting
		Updated List of Permits	2 days before the kick-off meeting
		Kick-Off Meeting Agenda (CEC)	Commission
<b>1.2 Critical Project Review Meetings</b>			
	1st CPR Meeting	CPR Report	3/3/2016
		Agenda and a list of expected participants (CEC)	Commission
		Schedule for written determination (CEC)	Commission
		Written determination (CEC)	Commission
<b>1.3 Final Meeting</b>			
		Written documentation of meeting agreements	10/13/2016
		Schedule for completing closeout activities	10/13/2016
<b>1.4 Monthly Progress Reports</b>			
		Monthly Progress Reports	The 10th calendar day after each month during the approved term of this Agreement
<b>1.5 Final Report</b>			
		Draft Outline of the Final Report	8/31/2016
		Final Outline of the Final Report	9/16/2016
		Draft Final Report	9/30/2016
		Final Report (no less than 60 days before the end term of the agreement)	10/28/2016
<b>1.6 Identify and Obtain Match Funds</b>			
		A letter regarding match funds or stating that no match funds are provided	2 days before the kick-off meeting
		Copy(ies) of each match fund commitment letter(s) (if applicable)	2 days before the kick-off meeting
		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 match funds

## EXHIBIT A-1

<i>Task Number</i>	<i>Task Name</i>	<i>Product(s)</i>	<i>Due Date</i>
<b>1.7</b>	<b>Identify and Obtain Required Permits</b>		
		Letter documenting the permits or stating that no permits are required	2 days before the kick-off meeting
		A copy of each approved permit (if applicable)	Within 10 days of receiving each permit
		Updated list of permits as they change during the term of the Agreement (if applicable)	Within 10 days of change in list of permits
		Updated schedule for acquiring permits as changes occur during the term of the Agreement (if applicable)	Within 10 days of change in schedule for obtaining permits
<b>1.8</b>	<b>Obtain and Execute Subcontracts</b>		
		Draft subcontracts	15 days before the scheduled date of execution
		Final subcontracts	Within 10 days of execution
<b>2</b>	<b>CONSTRUCTION</b>		
		Pre installation photographs	6/30/2014
		Post installation photographs	2/26/2016
		Written notification of construction completion	2/26/2016
<b>3</b>	<b>DATA COLLECTION AND ANALYSIS</b>		
		Information shall be included in Final Report.	8/31/2016

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

RESOLUTION REGARDING: GRANT AWARD  
to  
Los Angeles Department of Water and Power under PON-12-605

**WHEREAS**, the Los Angeles Department of Water and Power (LADWP) seeks a grant from the State Energy Resources Conservation and Development Commission (Energy Commission) to install a compressed natural gas (CNG) fueling station at its Western District Yard; and

**WHEREAS**, the station is located centrally to the downtown Los Angeles area and will be available to provide fueling for LADWP's approximately 430 light-duty, medium-duty, and heavy-duty CNG fueled vehicles, including approximately 100 vehicles dedicated to the site; and

**WHEREAS**, the fueling station will be available to other City of Los Angeles Departments such as General Services;

**THEREFORE, BE IT RESOLVED**, that the Energy Commission determines that the project would be a minor alteration of an existing facility, installation of small new equipment, and minor alterations to the condition of the land falling within the categorical exemptions of CEQA Guidelines, Title 14 California Code of Regulations sections 15301, 15303, and 15304.

**BE IT FURTHER RESOLVED**, that the Energy Commission approves **Grant # ARV-13-014** with the LADWP for **\$300,000.00**, with the accompanying grant agreement, to install a CNG fueling station at its Western District Yard as described in the agreement.

**BE IT FURTHER BE IT RESOLVED**, that this document authorizes the Executive Director to 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 22, 2014.

AYE: [List of Commissioners]

NAY: [List of Commissioners]

ABSENT: [List of Commissioners]

ABSTAIN: [List of Commissioners]

---

Harriet Kallemeyn,  
Secretariat