

Higher Blends Infrastructure Incentive Program (HBIIIP)

Project Technical Report

The technical requirements specified in this report apply to HBIIIP Transportation Fueling Facility Projects and to HBIIIP Fuel Distribution Facility Projects. This Report is to be submitted concurrently with the HBIIIP Application.

Information to be included in an HBIIIP Project Technical Report

- (a) **Applicant.** Provide detailed information about the applicant entity, including history, ownership and/or operator agreements, ownership structure (if applicable), marketing area, and service area.
- (b) **Scope of work.** Provide detailed information about the proposed project. This should include, but is not limited to:
 - i. *Information about each location (transportation fueling facility applicants, such as fueling stations, convenience stores, and fleet facilities).* This should include address, brief project description that identifies the major components (including whether existing equipment will be used and verification that newly installed equipment will be compatible with existing equipment), and images of the project location(s) with drawings indicating the location of existing equipment and where newly installed equipment will be located.
 - ii. *Information about each location (rail and marine fleet facility applicants and fuel distribution facility applicants).* This should include address, detailed project description that identifies the major components (including whether existing equipment will be used, verification that newly installed equipment will be compatible

with existing equipment, fuel tank size(s), dispenser model(s), tank monitoring equipment, and other infrastructure), detailed budget information (including anticipated Federal and matching funds breakout), and images of the project location(s) with drawings indicating the location of existing equipment and where newly installed equipment will be located.

(c) ***Agreements, permits, and certifications.***

- i. *Permit and license information.* This should include zoning and code issues, and required permits or agreements, and an anticipated schedule for meeting those requirements and securing those permits. Also identify any licenses required and the schedule for obtaining those licenses.
- ii. *Land use agreements.* Identify any land use agreements required for the project, schedule for securing those agreements, and the term associated with those agreements.
- iii. *Certifications and warranties.* This should include all certifications such as Underwriters Laboratory (UL) or similar type, for any proposed fuel dispensers/flexible fuel pumps and related equipment, fuel storage tanks and related equipment, and/or other infrastructure, as applicable. This should also include information on any available component warranties for the specific equipment.

(d) ***Project schedule.*** This should include an anticipated schedule for the delivery of equipment, installations of equipment, and startup for each project. Please also include a brief plan for dismantling and disposing of project components at the end of their useful lives.

(e) ***Qualifications of project team.***

- i. *Qualifications of project team.* Include information on the qualifications of the suppliers, installers, project managers, engineers, and contractors (including general contractors), including any relevant certifications or licenses, related to the engineering, designing, and installing of fuel dispensing systems.
 - ii. *Qualifications of system operator(s).* This should include any qualifications, relevant licenses, and experience for those involved in the day-to-day operations of the project location, including servicing, operating, and maintaining fuel dispensing equipment or projects. This could include A, B & C operator training, as well as any other related training to support the qualification of staff.
- (f) **Resource assessment.** Provide adequate and appropriate data to demonstrate that the renewable fuel is readily available. Indicate the type, quantity, quality, and demand for that fuel in its service area.
- (g) **Demand.** Provide detailed information about consumer demand. This should include specific information about demonstrated demand, marketing plans related to offering renewable fuels, whether the applicant has experience providing renewable fuels and if so what blends, and competition in the service area.
- (h) **Project economic assessment.** Provide detailed information that describes the costs and revenues of the proposed project to demonstrate the financial performance of the project (the projected increase in annual net income resulting by the installation of the project) and include the calculation of return on investment as defined below:

$$\text{Return on Investment} = (\text{Net Return on Investment} / \text{Cost of Investment}) * 100\%$$

Provide a detailed analysis and description of project costs, including project management,

resource assessment, project design, project permitting, equipment, site preparation, system installation, startup and shakedown, warranties, insurance, financing, professional services, and operations and maintenance costs. Provide a detailed analysis and description of annual project revenues and expenses. Provide a detailed description of applicable investment incentives, productivity incentives, loans, and grants. In addition, provide other information necessary to assess the project's cost effectiveness.

Attachment to HBIIP Project Technical Report

(Must be included with technical report)

I/We, *(Applicant Name)*, certify the project will be installed in accordance with applicable local, State, and national codes and regulations. In particular, the project must conform to all applicable Federal, State, and local regulatory requirements pertaining to:

- i. Technical Standards and Corrective Action Requirements for Owners and Operators of Underground Storage Tanks (UST), 40 C.F.R. Part 280 and Part 281.;
- ii. Regulation of Fuels and Fuel Additives, 40 C.F.R. Part 80.;
- iii. Occupational Safety and Health Standards Subpart H— Hazardous Materials Section 106—Flammable Liquids, 29 C.F.R. §1910.106.;
- iv. Safety and Health Regulations for Construction Subpart F— Fire Protection and Prevention Section 152—Flammable Liquids, 29 C.F.R. §1926.152; and
- v. (5) Automotive Fuel Ratings, Certification, and Posting, 16 C.F.R. Part 306.

(Name)

(Title)

(Signature)

(Date)