MICHIGAN ENERGY OFFICE

Community Energy Project Grants

Ypsilanti Food Cooperative Proposal
for a Solar Energy Demonstration

PART V
INFORMATION REQUIRED FROM APPLICANTS

Grant proposals must be submitted in the format outlined below:

V-A Identification of Organization

State the full name and address of the organization and, if applicable, other subordinate element(s) that will perform, or assist in performing, the work hereunder. Include the organization's federal identification number.

Project Location and Organization
Ypsilanti Food Cooperative
312 North River Street
Ypsilanti, Michigan 48198
734-483-1520 Main line
734-483-1354 Office line
http://comnet.org/ypsifoodcoop
Federal ID number = B38-231-9866

Store Manager and main contact
Corinne Sikorski
Ypsilanti Food Cooperative
312 North River
Ypsilanti, Michigan 48198
734-483-1520 Mail line
734-483-1354 Office line
csikorski@emich.edu

Technical contact and proposal creator
Dave Strenski
323 Oak Street
Ypsilanti, Michigan 48198
313-317-4438 Work phone
734-480-1587 Home phone
Dave@Strenski.com

Contractor coordinator
Blue Alan Way
Blue Sky Construction
214 North River Street
734-482-0953

V-B Authorized Negotiators

Include the names and phone numbers of personnel authorized to negotiate the proposed grant agreement with the State. Include the signature of the person authorized to commit the organization to the project.

Authorized Negotiator Signature _____

Corinne Lynn Sikorski

V-C Management Summary

Describe in narrative form how the project will be managed by the organization. Identify the project manager and the person responsible for financial management and reporting. Include quality assurance measures.

Dave Strenski will be the project manager. He will perform the work of getting competitive bids for the installation of the solar panels and watt maters and coordinate the design of the system. Dave will also over see the technical information content for the pamphlets and articles.

Corinne Sikorski will be the focal point for all financial matter and negotiation of the proposed grant. Invoices for hardware and labor will be forwarded to Corinne to be paid from the Ypsilanti Food Cooperative's bank account. Corinne will also be responsible for submitting monthly billing statement to the State requesting payment for completed work, and for generating the State quarterly reports, countertop pamphlets and articles written and submitted.

Blue Way is a licensed contractor and has performed renovation work on the Ypsilanti Food Cooperative building and knows the most about the structural and electrical nature of the building. He will over see the design and installation of the power meters and solar panels from a quality assurance point of view.

Paula Strenski is the author of many of the articles that the Ypsilanti Food Cooperative has published. She will coordinate the generation of all the published material about this project.

V-D Work Plan

Describe in narrative form the plan for accomplishing the work. Indicate the number of staff hours allocated to each task. Include a time-related chart, showing each event, task, and decision point in the work plan. Describe any innovative features of the project. The work plan must project how many consumers will be reached by the project.

The Ypsilanti Food Cooperative has been in business for 30 years and has been in its current location for 20 years. The charter of the cooperative is to supply and educate the community in organic and natural foods. As part of this charter the cooperative also educates the community in energy conservation and other issues that affect our relationship with the environment.

The goal of this project is to directly illustrate to the community the store's power consumption and conservation and to show that solar power is economically possible in Michigan and Ypsilanti. The initial goal is to install watt meters (Energy Viewer by Upland

Technologies) on the three power panels that supply the store. The displays for these meters will be installed near the cash register such that anyone visiting the store can see the current power consumption. This will be a direct way to engage the community in power consumption which leads to conversations in power conservation and solar power generation. This will also give the store manager a better idea how much power each light, freezer, and refrigerator is consuming. For the installation of these meters, a permit will have to be pulled from the City and a time will have to be scheduled with the power company to temporary disconnect the power to install the solid-core current transducers. The transducers will have to be installed by a licensed electrical but is only expected to take about an hour to perform. The low voltage wires from the transducers to the displays at the cash registers will be installed by Dave Strenski and should take less then 4 hours to complete. The cost for the meters will be about $235 per unit, and about $200 for the electrician to install the transducers, and about $50 for the permit.

The second part of this project is to install a small solar power demonstration unit with an additional watt meter showing the power being collected by the solar panels. Having this information displayed at the cash register will again engage the community visiting the store in energy consumption, conservation, and solar power generation. The solar panel installation work will be performed by a contractor selected by a competitive bid. We have already made contact with BP Solar and John Wakeman (734-913-9944) from SUR Energy Systems in Ann Arbor. The time to complete the purchase and installation of the panels is unknown, but expected to be completed during the spring of 2005. The budget for the solar panels is $4500 and our goal is to install as large a system as possible within that budget. The system will be grid tied and designed for later expansion. It is the Ypsilanti Food Cooperative's intensions to expand this solar power system to make the Cooperative a "Zero Energy Consumer", but future upgrades remain outside the scope of this project. BP Solar's web page gives a rough estimate of a one kilowatt system costing $9000. When the bids are solicited, we will specify a fixed cost of $4500, and that we are looking for the largest system that can be installed for that price. We're estimating the solar system to be about 500 watts in size consisting of about five 100 Watt panels and a grid tied inverter. Any cost over runs in the solar panel installation will be picked up by the Cooperative. Once the solar panels and inverter are installed, the forth watt meter will be activated at the cash registered.

The third and most important part of this project is education. The Cooperative has a membership of 1900 people, who receive an annual newsletter. Of these 1900 members, about 600 are regular shoppers at the store. The store has an average volume of about 125 people (members and non-members) visiting the store daily where they will be able to pickup a countertop pamphlet about the project. There are also about 15 new members joining each month which go through an in-store orientation witch will also be modified to explain the solar system. This core group of people will be the most informed group

about the project via: countertop pamphlets, quarterly membership meetings, monthly store flyers, annual newsletters, and new member orientation meetings. As part of this project the Cooperative also plans on holding a special in-store open house for the public to view and understand the system.

To educate the larger community about this project we will submit articles to local and regional newspapers, national magazines, regional and national cooperative grocery associations, and county recycling organizations. The cooperative regularly contribute articles to the local newspaper, The Ypsilanti Courier, on topics of food and healthful living, with a circulation of 7000 copies delivered once a week to people living in the Ypsilanti Township/City area. As part of this project we will submit two articles to the Courier about this project, one on energy conservation, and a follow-up on solar power production. These articles will also be submitted to the regional daily newspaper, The Ann Arbor News, which reaches about 500,000 people living in the Washtenaw County and surrounding area. Articles will also be submitted to the national magazines, Home Power and Farm Show. The Ypsilanti Food Cooperative is also a member of the Great Lakes Cooperative Grocery Association, and the National Cooperative Grocery Association. These organization shares ideas and buy food as a group. As part of this project we would inform the other food cooperative stores in these associations about our project, and plan for an in-store tour for them. There is no budget for this part of the project because it will take place as part of the Cooperative’s normal business activities. The Ypsilanti Food Cooperative is also a member of the Western Washtenaw County Recycling Authority (WWCRA) of which Corinne is on the Board of Directors. Information about this project will also be presented to that organization with the goal of encouraging other Washtenaw County businesses and organization to consider energy conservation and solar power generation.

The Cooperative's staff and contractors involved in this project will collaborate to create a whitepaper, providing a detailed description of the project, to coincide with the completion of the project. This document will serve as the factual reference material for all subsequent outreach and educational materials related to the project.

Through people visiting the store, monthly flyers, quarterly membership meetings, yearly newsletters, the Ypsilanti Food Cooperative directly reaches and interacts with several thousand people. By submitting articles to the local and regional newspapers and national magazines we can reach hundreds of thousands people. By engaging the managers of other food cooperative and businesses through the “Great Lakes Cooperative Grocery Association” we hope to get other Michigan and Great Lakes cooperatives to install solar panels and directly educated their members in energy conservation and solar power generation.

Below is a list of the tasks and an estimate of when they will be completed.

January – March:

Power meter installation

Solar panel design and bid process

April – June:

Solar panel installation

Solar panel watt meter installation

Project summary white paper written

July – September:

Countertop project summary pamphlet designed and printed

Submission of articles the local paper “The Ypsilanti Courier”

Submission of article to regional paper “The Ann Arbor News”

Submission of article to “Home Power” magazine

Submission of article to “Farm Show” magazine

Modification of Ypsilanti Food Cooperative orientation material

Distribution of the project white paper to the National Cooperative Grocery Association and plan the tour for the regional chapter, the Great Lakes Cooperative Grocery Association.

V-E Project Evaluation

Describe how the project will be evaluated.

The project will be a success when the three meters are displaying power consumption and the forth meter is displaying solar power generation and the project description white paper is written.

V-F Prior Experience

Prior experience in energy efficiency, renewable energy, and/or community projects is important to the selection of a grantee. Proposals submitted should include a description of the applicant organization’s experience in these areas. If an applicant has received a Community Energy Project Grant in previous years, a description of that project(s) and results should be included.

As stated before, the Ypsilanti Food Cooperative has been in business for 30 years, and during all that time has been engaged in community education. We actively pursue energy conservation and have had energy audits done by the Ann Arbor Ecology Center. The store uses mostly florescent lighting and has its air conditioning system's power controlled by the power company to help reduce power during peak summer time. The store initiated the City of Ypsilanti recycling program 20 years ago, which is still in operation today. The Cooperative is also a member of the Washtenaw County "Waste Knot" program, which shows this commitment to conservation, and has been Reducing, Reusing, and Recycling from it's inception and educating the public about these activities. Corinne is also on the Board of Directors of the Western Washtenaw County Recycling Authority, which will be another avenue to educate the community about this project.

From a financial point of view the Cooperative has annual gross sales of $500,000 and several thousand dollars in cash for store improvement. This project will be paid for from this available cash while waiting to be reimbursed by the state. The Cooperative's average monthly electrical bill is $800 which we estimate to be 14 kilowatts of continuous power that the store consumes on average. The 500 watt solar system being proposed represents only a small fraction of the power consumed by the store, but enough to get us started and hopefully grow the system.

Both Dave Strenski and Blue Way have extensive building experience. Blue as a licensed contractor working on projects in the $200,000 range and Dave having worked as a maintenance man and having just finished a $70,000 renovation of their historic home, doing the electrical, plumbing, heating, insulation work himself. The installation of the solar panels will be bid out to qualified solar contractors, but Dave and Blue will assist and/or observe the installation closely. Once the solar system is designed and the installation requirements understood, Blue and Dave will consider doing the installation themselves, donating their time, but it depends on the amount of time involved for the installation and their personal work loads.

V-G Personnel

> The applicant must be able to staff a project team, which clearly possesses talent and experience in energy efficiency, renewable energy, and/or community projects. Identify key personnel by name and title and provide a description of their qualifications.

Corinne Sikorski - As manager of the Ypsilanti Food Cooperative for 30 years Corinne has the management and financial skills to make sure the project is successful. She holds a BS in Biology with a minor in conservation and an MS in Public Administration and Education. She is also one of the owner of the Millworks build in which the Cooperative is located.

Dave Strenski - Holds BS degrees in Land Surveying and Civil

Engineering and a MS in Mechanical Engineering. Dave currently works for Cray Inc, that designs and manufactures high performance computers. He has published several technical papers in topics of computer performance and algorithm design. Dave is also an avid reader of Home Power and other solar power technical information. He is also a new member of the Great Lakes Renewable Energy Association.

Blue Way – Holds a BS in Physics and is a licensed contractor. Blue specializes in historic home renovation and has completed the large renovation of the second floor of the Millworks build in which the Cooperative is located on the first floor.

Dennis Savage – Works for DTE Energy as a technician. He will act as our liaison to the power company.

Paula Strenski – Holds a BA in English Literature and an MA in Education. She is a certified teacher for K-12 reading. Paula has author many articles for local news papers and also does editing work. She also ran the local non-profit organization of Creative Response to Conflict (CRC), which educated groups in ways of resolving conflicts nonviolently.

Brian Tell – Holds a B.A. in Philosophy and Religious Studies and a M.A. in English. He currently works for Corporation for a Skilled Workforce (CSW) where he is a core team member assisting Michigan's Department of Labor and Economic Growth (MDLEG) with its comprehensive workforce and economic development strategy. He is also project manager for three state-wide Policy Innovation Networks in Ohio, Michigan and Illinois (funded by the Joyce Foundation) that are testing new models for addressing long-term metropolitan and rural workforce needs. Prior to joining CSW, he worked for ten years as an independent researcher, writer and consultant in the fields of workforce development, education and training.

V-H Time Frame

To assist in preparation of the proposal, the State contemplates these projects will start January 1, 2005 and be completed no later than December 31, 2005.

We plan on starting as soon as we are awarded the grant. The bulk of the project is planed to be completed by summer with only educational activities happening in the fall.

V-I Budget Considerations

Applicants must submit a proposed budget for this project and include any appropriate narrative explanations. The grant will be paid out according to the grant payment schedule in I-P and/or any approved amendment to the budget. No match or local dollars are required. If successful completion of the project requires local dollars, these should be shown in the budget. The following budget format should be used:

Total

Energy Viewer Watt Meters from Upland Technologies
4 @ $235 plus tax and shipping, may get 10% volume discount. Dave Strenski will order the parts, hire electrician and permits. 1 hour
Budget $1000.00, State $1000.00, Local $0.00 $1000.00

Installation of Watt Meters solid core transducers
Electrician's time at $200.00 per hour. 1 hour
Budget $200.00, State $200.00, Local $0.00 $ 200.00

Permit for watt meter installation
Budget $50.00, State $50.00, Local $0.00 $50.00

Installation of Watt Meter displays. Dave Strenski will install the low voltage displays near the cash register. We'll need to purchase electrical boxes for displays. Dave will volunteer his time. 4 hours
Budget $50.00, State $50.00, Local $0.00 $50.00

Bid process for Solar Panels and inverter
Dave Strenski will volunteer his time to gets bids for solar system. Small budget for phone calls and travel. 8 hours
Budget $20.00, State $0.00, Local $20.00 $20.00

Solar system installation
Dave Strenski and Blue Way will oversee and direct the installation of the solar panel system. The installer will be chosen from competitive bids. 80 hours
Budget $4500.00, State $4500.00, Local $0.00 $4500.00

Countertop pamphlets
1000 @ $0.05 a piece = $50.00
Corinne Sikorski will manage the design and production of the countertop pamphlets. 8 hours
Budget $50.00, State $0.00, Local $50.00 $50.00

Ypsilanti Courier Articles
Paula Strenski will manage the writing of the white paper and the articles for the Ypsilanti Courier and Ann Arbor News. The Courier pays the Cooperative $25 per article. Paula will volunteer for the articles. 10 hours
Budget $(50.00), State $0.00, Local $(50.00) $(50.00)

Home Power and Farm Show Articles
Dave and Paula Strenski will write the articles for the national magazines. They will volunteer their time. Small budget for stamps and phone calls. 10 hours
Budget $20.00, State $0.00, Local $20.00 $20.00

Ypsilanti Food Cooperative membership to the Great Lakes Renewable Energy Association.
Budget $100.00, State $100.00, Local $0.00 $100.00

Tours and Membership Orientation material
Corinne Sikorski will perform these tasks as part of
normal store manager activities.
Budget $0.00, State $0.00, Local $0.00 $0.00

Total project budget: $5940.00
State Grant portion: $5900.00
Ypsilanti Cooperative: $40.00

V-J Additional Information and Comments

Include any other information that is believed to be pertinent, but not specifically requested elsewhere in this RFP. If one or more partners are necessary to have a successful project, include letters of support.

The building in which the Ypsilanti Food Cooperative is located in is not owned by the Cooperative itself, but by the Millworks groups with are close friends of the Cooperative. The Ypsilanti Food Cooperative did not of the funds to purchase the building at the time it moved to this location, 20 years ago, so a group of cooperative supporters purchased the building and charges the cooperative a rent at a reduced rate. The Millworks group has given their permission for the installation of this solar project onto their building.

Included is a letter from the Millworks partnership stating that they approve of the solar panels being placed on the roof of their building.