

Program Announcement

BIOFUELS IMPLEMENTATION PLAN

FY 2008 BIOFUELS REQUIREMENTS FOR STATE VEHICLES

**FOR FLEET ADMINISTRATORS AND FUELING FACILITIES
OF ALL MASSACHUSETTS STATE AGENCIES**

(in accordance with Executive Office of Administration and Finance Bulletin 13)

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BIOFUELS IMPLEMENTATION PLAN

1. Announcement to All Fleet Users and Fuel Site Operators

Effective July 1, 2007 the Commonwealth will begin the use of a minimum 5% blend of biodiesel fuel (commonly referred to as B5) as mandated in A&F Bulletin #13. All agencies operating diesel engines, on road, off road, and marine are expected to comply. Agencies having on-site diesel fueling tanks and dispensing systems will purchase biodiesel at a minimum of the 5% blend at the first filling of the tanks on or after July 1, 2007. Biodiesel is available on the state wide contract for Diesel Fuel ENE23. Waivers may be requested for specific situations where biodiesel is logistically unworkable.

Agencies must comply with the following:

- ✓ Provide a Compliance Plan to the Division of Energy Resources as to how the agency will accomplish the transition to biodiesel, including application for Waiver detailing reasons an agency can not fully comply;
- ✓ Attend an informational training session;
- ✓ Order and receive biodiesel;
- ✓ Begin vehicle and diesel equipment use of biodiesel.

2. Biofuel Implementation Team

A Biofuels Implementation Team has been assembled to work with affected state agencies to assist in the implementation of the biofuels bulletin. The Team consists of the Division of Energy Resources, Executive Office of Environmental Affairs, and Operational Services Division along with its Office of Vehicles Management. The Team will ensure that agencies understand their responsibilities to implement the mandated changes and help them gain access to the necessary resources. The Team resources and contact information are provided below.

Resource	Agency	Contact	Phone	Email
Program Coordinator	DOER	Dave Rand	617-727-4732 x40138	David.Rand@state.ma.us
Vehicles - Light Duty	OVM	Dan Bowen	617-720-3337	Daniel.Bowen@osd.state.ma.us
Vehicles - Med/Heavy Duty	DOER	Dave Rand	617-727-4732 x40138	David.Rand@state.ma.us
State Fuel Contracts	OSD	Jim Ferri	617- 720-3168	James.Ferri@osd.state.ma.us
Training	EOEA	Ian Finlayson	617-626-4910	Ian.Finlayson@state.ma.us

3. Dispensers and Tank Inspection Process

It is recommended that you assess all tank and dispenser systems to determine whether there are any known or potential problems with these tanks being capable of storing and dispensing biodiesel motor vehicle fuel. Agencies responsible to manage dispenser systems are encouraged to contact the contractor that installed or maintains the system as a qualified source of information. We do not anticipate that well maintained tanks and dispensing equipment will experience any problems with biodiesel up to a B20 blend, but it is up to the host agency to take appropriate precautions and tank assessments and cleanings as they deem necessary.

In the event an agency does not have access to a contractor to complete the desired level of assessment, the agency may contact Environmental Compliance Services (ECS), Mark Haynes at 413-789-3530. ECS will provide an estimated cost of service and arrange to provide the necessary certification documents. ECS is a private company currently on state contract # FAC30 managed by Dmitriy Nikoloyev at OSD 617-720-3351.

- Costs: Any and all costs relating to the tank inspections are to be paid by the agency requesting the certification service.
- Timetables for FY 2008: The inspections should be completed so that for the first filling of the tank after July 1, 2007, the tank will be certified for biodiesel.

4. State Outreach and Training

The Biofuels Implementation Team will provide information and training sessions in the first week of May. There are two training sessions planned as follows.

Location	Date/Time
Mass Bay Community College – Wellesley Campus	May 2 nd 8:30am – 12:30pm
University of Massachusetts - Amherst	May 3 rd 8:30am – 12:30pm

These half day trainings are free to State and Municipal fleet managers and other state employees affected by the order. Training will provide details for Fleet Administrators and State Fuel Facility Operators as to fuel availability, and answer any fuel and vehicle related questions. A detailed announcement of training session timing and agendas will follow. If there are specific questions related to training please email Ian Finlayson at ian.finlayson@state.ma.us

5. Agency Compliance Procedures

After reading A&F Bulletin #13, each agency using diesel fuel should submit a Compliance Plan to DOER by June 1, 2007. The plan should detail the steps the agency will use to comply with the biofuels requirement for FY 2008 and identify any roadblocks that may prevent the agencies use of biodiesel fuel.

DOER will provide a standard Compliance Plan Form, including Waiver Applications, to all affected agencies by the end of April. This form should be used to file (by email) the Compliance Plan. The Compliance Plan Form will require the following information from agencies.

1. A summary of the number and types of diesel vehicles (include equipment diesel loader, tractors, rollers, excavators) and gasoline vehicles in your agency fleet.
2. A fueling summary of all diesel vehicles indicating the use of state or public fueling facilities.
3. A plan to procure biodiesel for state fueling facilities. Indicate if procurement will be done through state contract. For executive branch agencies the use of the established statewide diesel contract is mandated.
4. A short narrative explanation of how the vehicle fleets will be fueled with appropriate biodiesel blend.
5. Waiver Applications, if necessary, for any reasons that the agency can not meet the biodiesel requirements.

6. Frequently Asked Questions

Any questions not answered in this section should be addressed to the appropriate member of the Biofuel Implementation Team identified in the table in Section 2. If unsure, contact David Rand at DOER 617-727-4732 x40138 or david.rand@state.ma.us

a. What are biofuels?

The Commonwealth's biofuels initiative is promoting the use of two biofuels – biodiesel and E85.

Biodiesel (fatty acid alkyl esters) is a cleaner burning diesel replacement fuel made from natural, renewable sources such as new and used vegetable oils and animal fats (the statewide contract requires virgin Soy oil). Just like petroleum diesel, biodiesel operates in compression-ignition engines. Blends of up to 5% biodiesel (mixed with petroleum diesel fuels) can be used in nearly all diesel equipment and are compatible with most storage and distribution equipment (USDOE).

E85 is composed of 85 percent ethyl alcohol (ethanol) and 15 percent petroleum. E85 is designed for use in flexible fuel vehicles, referred to as "FFVs." A state requirement of the use of E85 is pending the strategic development of E85 fueling infrastructure.

b. Where do I get biofuels for my fleet vehicles?

Biodiesel is available on statewide contract ENE23.

State Contract Availability

Biodiesel is available on the statewide diesel contract ENE23. This contract is available for use by all eligible entities including executive agencies, colleges, authorities, and cities/towns. The contract has defined market based pricing for B5 and B20 blends. In addition, other blends can be negotiated with awarded vendors.

The contract has been awarded to two vendors with experience regarding bio-blended fuels:

<u>Zones 1-5</u> D. K. Burke 284 Eastern Avenue Chelsea, MA Contact: Joe Cote (617) 884-7800	<u>Zones 6-8</u> Alliance Energy 555 South Canal Street Holyoke, MA Contact: Steve Chase (413) 538-8000
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The current contract is in effect until July 31, 2008. Complete contract information is available on www.comm-pass.com under contract number ENE23. For additional information regarding this contract, contact:

Jim Ferri, Procurement Team Leader for Energy
Operations Services Division
(617) 720-3168
James.Ferri@osd.state.ma.us.

For those agencies that use public retail fueling facilities, biodiesel is available only at limited locations at this time. DOER is working with retailers to get more biodiesel refueling in place and will provide agencies with notification of sites where biodiesel is available. If biodiesel is not conveniently available to state vehicles using retail facilities, these vehicles will qualify for a waiver and should be documented in the Compliance Plan submitted to DOER.

At the present time E85 is not available in the Commonwealth. Fleet Administrators will be notified when it becomes available and locations where it may be obtained.

c. Which vehicles can I run on biodiesel?

For the most part all vehicles (on and off-road and marine) and equipment that currently run on diesel fuel will now be run on a 5% biodiesel blend. If you have questions regarding a specific vehicle please consult with your vehicle or engine manufacturer.

d. Will biodiesel damage my vehicles?

No, as long as the appropriate blend of biodiesel is used in vehicles with diesel engines there will be no adverse effects. The only recommendation is that in the event of a loss of power or other improper operating condition the fuel filters be checked first. Fuel filters may become plugged or restricted as the biodiesel will cause tank sediment to flow and clean tanks and lines.

e. Do I need to make any changes to my storage tanks, pumps or dispensers?

The current storage and dispensing equipment should be inspected prior to the first delivery of biodiesel (see Section 3).

As biodiesel has a tendency to act as a solvent, it may cause the release of deposits accumulated on tank walls and pipes from previous diesel fuel storage. The release of deposits may clog filters initially and precautions should be taken. Filters may need to be changed or cleaned prior to the second filling with biodiesel. Agencies should plan to have replacement filters on hand. Where dispensers use rubber seals or gaskets that are prone to corrosion, the use of biodiesel may lead to premature component failure and or leaks. If your storage equipment is old or you are uncertain as to its durability you may wish to have it cleaned and inspected.

f. What can I do if biodiesel is not available within a feasible distance?

If a fleet vehicle does not regularly fuel at a state fueling facility and no public biodiesel station is available in close proximity of your vehicle, the agency must submit a Waiver Application from the biofuel requirement with their Compliance Plan. Vehicles which typically fuel at state facilities but infrequently need to access public stations without biodiesel due to extenuating circumstances may do so without a waiver.

6. Other Resources

National Biodiesel Board <http://www.biodiesel.org>

National Biodiesel Accreditation Commission (BQ9000) <http://www.bq-9000.org>

U.S. Dept of Energy, Clean Cities Program <http://www.eere.energy.gov/cleancities/>

Dennis K. Burke, Inc., Chelsea, MA <http://www.burkeoil.com/>

Alliance Energy Services, Holyoke, MA <http://www.allianceenergycompany.com/>