

GRANT REQUEST FORM (GRF)

CEC-270 (Revised 02/13)

CALIFORNIA ENERGY COMMISSION

New Agreement ARV-13-032 (To be completed by CGL Office)

Division	Agreement Manager:	MS-	Phone
600 Fuels and Transportation Division	Lindsee Tanimoto	27	916-654-4566

Recipient's Legal Name	Federal ID Number
California EV Alliance	46-4690064

Title of Project
Bay Area Charge Ahead Project Two (BayCAP 2)

Term and Amount	Start Date	End Date	Amount
	7 / 1 / 2014	12 / 31 / 2016	\$ 474,052

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

Proposed Business Meeting Date	5 / 14 / 2014	<input type="checkbox"/> Consent	<input checked="" type="checkbox"/> Discussion
Business Meeting Presenter	Lindsee Tanimoto	Time Needed:	5 minutes

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

Proposed resolution approving Agreement ARV-13-032 with California EV Alliance for a \$474,052 grant to install 37 Level 2 electric chargers at 18 sites in the North and East Bay of the San Francisco Bay Area.

California Environmental Quality Act (CEQA) Compliance

1. 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 .
2. 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 Article 19: Sections 15301(b) and 15304(f). section number:
 Common Sense Exemption. 14 CCR 15061 (b) (3)
 Explain reason why Agreement is exempt under the above section:
 The project consists of minor alteration of existing facilities and/or mechanical equipment involving negligible or no expansion of use beyond that existing; including replacement or reconstruction of existing utility systems and/or facilities involving negligible or no expansion of capacity and/or minor alterations to land, including minor trenching and backfilling where surface is restored. All power will be provided from the existing electrical panel and the work includes installations of conduit, wiring, electrical connections and mounting equipment. Minor trenching may be required to bring power from local sources to proposed charging stations.
- b) Agreement **IS NOT** exempt. (Consult with the legal office to determine next steps.)
 Check all that apply
 Initial Study Environmental Impact Report
 Negative Declaration Statement of Overriding Considerations
 Mitigated Negative Declaration

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

Legal Company Name:	Budget
ABM	\$ 380,603
	\$
	\$

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

Legal Company Name:
Bay Area Climate Collaborative

GRANT REQUEST FORM (GRF)



Budget Information			
Funding Source	Funding Year of Appropriation	Budget List No.	Amount
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:	Richard Schorske			Name:	Richard Schorske		
Address:	769 Center Boulevard, #131			Address:	769 Center Boulevard, #131		
City, State, Zip:	Fairfax, CA 94930			City, State, Zip:	Fairfax, CA 94930		
Phone:	415-310-2407	Fax:	415-310-2407	Phone:	415-310-2407	Fax:	415-310-2407
E-Mail:	richards@dsnetwork.org			E-Mail:	richards@dsnetwork.org		

Selection Process Used	
<input checked="" type="checkbox"/> Competitive Solicitation	Solicitation #: PON-13-606
<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	Project Coordination and Design
3	X	EV Charger Installation
4		Media and Public Outreach
5		Demand Management System Demonstration
6		Data Collection and Analysis

KEY NAME LIST

Task #	Key Personnel	Key Subcontractor(s)	Key Partner(s)
1	Richard Schorske (CEVA) Rafael Reyes (BACC) Mike Harrigan (BACC)	Bay Area Climate Collaborative ABM	
2	Richard Schorske (EVCA) Rafael Reyes (BACC) Mike Harrigan (BACC) Cameron Funk (ABM)	ABM	
3	Cameron Funk (ABM)	ABM	Site Hosts (see narrative for complete list)
4	Rafael Reyes (BACC)	Bay Area Climate Collaborative	
5	Cameron Funk Mike DiNucci Richard Schorske Rafael Reyes	ABM ChargePoint	
6	Rafael Reyes Mike Harrigan Cameron Funk	Bay Area Climate Collaborative	

GLOSSARY

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

Term/ Acronym	Definition
ADA	Americans with Disabilities Act
CAM	Commission Agreement Manager
CPR	Critical Project Review
Energy Commission	California Energy Commission
EV	Electric Vehicle
FTD	Fuels and Transportation Division
O&M	Operations and Maintenance
PEV	Plug-in Electric Vehicle
Recipient	California EV Alliance

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), authorizes the Energy Commission to develop and deploy alternative and renewable fuels and advanced transportation technologies to help attain the state's climate change policies. AB 8 (Perea, Chapter 401, Statutes of 2013) authorizes the 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-13-606 to fund electric vehicle charging infrastructure in several categories that will support growth of electric vehicles as a conventional method of transportation and adoption of plug-in electric vehicles over a wide range of California's population and socio-economic classes. To be eligible for funding under PON-13-606, the projects must also be consistent with the Energy Commission's ARFVT Investment Plan, as updated annually. In response to PON-13-606, the California EV Alliance (Recipient) submitted application number 20, which was proposed for funding in the Energy Commission's Notice of Proposed Awards on April 4, 2014. PON-13-606 is hereby incorporated by reference into this Agreement in its entirety.

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 Energy 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 Bay Area Charge Ahead Project was developed to support build-out of a robust region-wide charging network for Electric Vehicles (EVs), aligned with the Plug-in Electric Vehicle (PEV) Readiness Plan recently completed by the Bay Area Air Quality Management District under the oversight of the Bay Area EV Strategic Council. One of the current and future obstacles to PEV adoption is the fact that there is very little destination EV charger infrastructure available to PEV owners in the project area. This is having an impact on PEV drivers' willingness to use their vehicles for longer trips in the region that require recharging to return home.

Goals of the Agreement

The goals of this agreement are to:

- Develop a ubiquitous, convenient, sustainable, and well-maintained region-wide EV charger network
- Reduce greenhouse gas emissions and improve air quality
- Increase market penetration of PEVs

Objectives of the Agreement

The objectives of this Agreement are to cost-effectively achieve the following:

- Provide, install, and operate up to 74 PEV charging ports (37 EV chargers) at up to 21 key destination sites -- in locations that are easily

accessible to the public, safe, well-lit, well-maintained, and likely to be well-utilized.

- Coordinate with local and regional agencies and site owners to support regional plans for EV chargers and integrate with California's network of existing and planned sites.
- Train and support site hosts on siting, Americans with Disabilities Act (ADA) access, usage of station hardware and software, Operations and Maintenance (O&M), and pricing strategies to enable site hosts to generate adequate revenue to cover O&M costs, maximize station usage, reliability, and "up-time," and ensure customer convenience.
- Track and measure station adoption and utilization rates over the duration of the project.
- Track and calculate equivalent Greenhouse Gas emission reductions, air quality improvements, and gasoline displaced by grant funding, with special reference to air quality in disadvantaged communities.
- Analyze usage trends to plan future station locations in the region based on siting principles and data presented in the Bay Area PEV Readiness Plan.
- Demonstrate utilization of EV chargers in demand management applications that enable site hosts to minimize energy costs and manage grid impacts.
- Support the regional "Experience Electric" Campaign to grow PEV sales, achieving the regional goal of 100,000 EVs deployed by 2020.

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's 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 Commission Grants Officer, the Fuels and Transportation Division (FTD) biofuel 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 and submit and submit 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 and submit and submit 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's Products:

- Agenda and a list of expected participants
- Schedule for written determination
- Written determination

Recipient's Product:

- CPR Report(s)

Task 1.3: Final Meeting

The goal of this task is to close out 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 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 and submit a schedule for completing the closeout activities for this Agreement.

Recipient's 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 and submit 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 funds have been expended or if no work funded with match share has occurred before execution, then state this in the report. All pre-execution match expenditures must conform to the requirements in the Terms and Conditions of this Agreement.

Recipient's 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 and submit an Outline of the Final Report, if requested by the CAM.
- Prepare and submit 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.

Recipient's 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 and submit 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. If no match funds were part of the proposal that led to the Energy Commission awarding this Agreement and none have been identified at the time this Agreement starts, then state such in the letter. If match funds were a part of the proposal that led to the Energy Commission awarding this Agreement, then 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.

Recipient's 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 and submit 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.

Recipient's 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)
- A copy of each final approved permit (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.

Recipient's Products:

- Draft subcontracts
- Final subcontracts

TECHNICAL TASKS

TASK 2: PROJECT COORDINATION AND DESIGN

The goal of this task is to coordinate activities and communications among the project partners; review proposed EV charger locations (including ADA access); deploy site-level operation, maintenance, and use plans; and formulate and execute pricing policies for stations.

The Recipient shall:

- Prepare and execute contracts with project partners
- Meet monthly with project partners to track and evaluate project progress, goals, barriers, and project approach
- Review and approve EV charger locations

- Oversee EV charger installations with the master installation contractor.
- Develop O&M plans for up to 21 sites
- Formulate and execute pricing policies for stations, which includes the acceptance of credit cards
- Develop EV charger usage plans, including appropriate provision for open source protocols
- Ensure safety, shelter, access (including ADA access), and lighting requirements are met
- Enable signage

Recipient's Products:

- Contract with site hosts to own and maintain equipment
- Master installer contracts (includes EVSE procurement and maintenance)
- Installation plans for EV chargers
- Operation and maintenance plans
- Pricing policies
- Plan for EV charger utilization

[CPR WILL BE HELD IN THIS TASK. See Task 1.2 for details]

TASK 3: EV CHARGER INSTALLATION

The goal of this task is to install up to 37 dual port EV chargers totaling up to 74 charge ports at up to 21 sites in the project area. EV chargers will be installed that meet the following requirements:

- Networked Level 2 with J1772 connectors and up to 6.6 kW charge rates
- Sited and provisioned for public use in safe locations with 24/7 access, adequate lighting, shelter, signage, and ADA access
- Fully funded two-year maintenance plan in place and site host commitment to maintain charger in following years
- Credit card payment access
- Open standard protocol in place or option to revert to open standards
- Plan to optimize use of equipment
- Conformity with regional PEV Readiness Plan recommendations

Destination EV charger sites are located throughout the Bay Area region. The lead agency will work with the installation master contractor to ensure that installation is scheduled and completed in a timely and professional manner and to provision the stations after installations are completed. (Provisioning is an IT process that results in the stations being configured on the network and viewable on the nationwide station map at www.myChargePoint.net). A formal site survey for each identified installation location will be completed to determine the installation design, determine permitting needs, and facilitate generation of construction estimates (to ensure that the entire project is completed at the \$4500 per site installation).

The Recipient shall:

- Define and complete a site assessment with each site owner. Define key technical elements, determine optimal positioning, identify electrical source location (panel), measure wireless communication suitability, determine utility requirements, if any, and general arrangement of units for optimal usage convenience and safety.
- Work with site assessment and individual owners and contractors to determine necessary materials and equipment including:
 1. A description of items.
 2. Cost estimates and bids where necessary.
- Develop site installation plans.
- Select installers/electricians in the network
- Acquire all necessary permits to start construction at each location.
- Schedule commencement of installation activities upon completion of site host contract.
- Facilitate communication between contractor, site owner, and equipment supplier.
- Schedule delivery of EV charger to the installation site.
- Monitor progress of installation work.
- Provide technical support to contractor on an as needed basis.
- Provide provisioning service to finalize station setup after physical install.

Recipient's Products:

- Site assessments
- Site contracts
- Installation subcontracts
- Permits
- Site specific installation designs
- Site development designs
- Stations populated and viewable on Recargo website
- Reporting Template
- Formal site survey

[CPR WILL BE HELD IN THIS TASK. See Task 1.2 for details]

TASK 4: MEDIA AND PUBLIC OUTREACH

The goal of this task is to ensure maximum project exposure in the community, press and media.

The Recipient shall:

- Coordinate with regional agencies to announce the program and disseminate information on regional public access to EV chargers
- Work with the Energy Commission, site owners, regional agencies and the media to develop public relations plans and activities coincident with EV charger opening
- Contact media, schedule and attend media events

Recipient's Product:

- Outreach marketing materials (press releases, fliers, social media post templates)

TASK 5: DEMAND MANAGEMENT SYSTEM DEMONSTRATION

The goal of this task is to develop pilot tools for reducing site demand charges and assessing opportunity and strategy for integration into utility demand response programs.

The Recipient shall:

- Configure EVSE for utilization in smart charging and demand management program configurations at two demonstration sites with high potential for demand charges.
- Track energy utilization and cost data and include a case study on EV charger utilization for energy demand mitigation and demand response program participation in the final report.

Recipient's Products:

- Demand response implementation plan
- Demand response case study

Task 6: 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:

- Capacity of the new charging system (number of charging sessions and energy use in kilowatt-hours).
- Gallons of gasoline and/or diesel fuel displaced (with associated mileage information).
- Expected air emissions reduction, including:
 - Non-methane hydrocarbons,
 - Oxides of nitrogen,
 - Non-methane hydrocarbons plus oxides of nitrogen, and
 - Particulate matter.
- Specific jobs and economic development resulting from this project.
- Identify any current or planned use of renewable energy at the facility.
- 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.
- Collect data, information, and analysis described above and include in the Final Report.

Recipient's Product:

- Final Report including data collection information and analysis

EXHIBIT A-1

Schedule of Products and Due Dates

Task Number	Task Name	Product(s)	Due Date
1.1	Attend Kick-off Meeting		
		Updated Schedule of Products	7/15/2014
		Updated List of Match Funds	7/15/2014
		Updated List of Permits	7/15/2014
1.2	Critical Project Review (CPR)		
		CPR Report	6/30/2015
1.3	Final Meeting		
		Written documentation of meeting agreements	6/30/2016
		Schedule for completing closeout activities	6/30/2016
1.4	Monthly Progress Reports		
		Monthly Progress Reports	The 10th calendar day of each month during the approved term of this Agreement
1.5	Final Report		
		Outline of Final Report (if requested)	2/29/2016
		Draft Final Report	5/2/2016
		Final Report	6/30/2016
1.6	Identify and Obtain Match Funds		
		Match fund commitment letters	8/1/2014
		Letters 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 funds
1.7	Identify and Obtain Required Permits		
		Letter documenting the permits or stating that no permits are required	6/30/2015
		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
		A copy of each approved final permit (if applicable)	Within 10 days of receiving each final permit
1.8	Obtain and Execute Subcontracts		
		Draft subcontracts	15 days prior to the scheduled execution date
		Final subcontracts	9/30/2014

EXHIBIT A-1

2	Project Coordination and Design	
	Agreement with site hosts to own and maintain equipment	12/30/2014
	Master installer contracts (includes EVSE procurement and maintenance)	12/30/2014
	Installation plans for charging stations	12/30/2014
	Operation and maintenance plans	12/30/2014
	Pricing policies	12/30/2014
	Charging station usage plan	12/30/2014
3	EV Charger Installation	
	Site Assessments	8/29/2014
	Site Development Plans	10/31/2014
	Site Agreements	12/31/2014
	Installation Subcontracts	2/27/2015
	Site Specific Installation Plans	4/30/2015
	Permit Package	6/30/2015
	Construction	11/30/2015
	Station Activation	12/31/2015
	Viewable on Website	12/31/2015
Reporting Template	12/31/2015	
4	Media and Public Outreach	
	Outreach Marketing Materials (press releases, fliers, social media post templates)	6/30/2015
5	Demand Management System Demonstration	
	Demand Response Implementation Plan	12/30/2015
	Demand Response Case Study	6/30/2015
6	Data Collection and Analysis	
	Data collection information and analysis (included in Final Report) – to include site utilization data and results of Demand Response and Reservation System demo	N/A

EXHIBIT A-1

EXHIBIT A-1



Award Number: ARV-13-0XX

Date: 4 / 4 / 2014

Note: The Energy Commission Project Managers Manual includes detailed instructions on how to complete this section, with examples of grants that are “Projects” and are not “Projects”. When the Project Manager is completing this section, if questions arise as to the appropriate answers to the questions below, please consult with the Energy Commission attorney assigned to review grants or loans for your division.

1. Is grant/loan considered a “Project” under CEQA? Yes (skip to question #2) No (continue with question #1)

Please complete the following: [Public Resources Code (PRC) 21065 and 14 California Code of Regulations (CCR) 15378]:

Explain why the grant/loan is **not** considered a “Project”? The grant/loan will not cause a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment because grant/loan involves:

2. If grant/loan is considered a “Project” under CEQA: (choose either **IS** or **IS NOT**)

Grant/loan **IS** exempt:

Statutory Exemption: (List PRC and/or CCR section numbers) _____

Categorical Exemption: (List CCR section number) Article 19: Sections 15301(b) and 15304 (f)

Common Sense Exemption. (14 CCR 15061(b)(3))

Explain reason why the grant/loan is exempt under the above section:

This project will install 37 Level 2 chargers at 18 sites in the North and East Bay of the San Francisco Bay Area.

All power will be provided from the existing electrical panel and the work includes installations of conduit, wiring, electrical connections and mounting equipment. Minor trenching may be required to bring power from local sources to proposed charging stations. Thus, the project consists of minor alteration of existing facilities and/or mechanical equipment involving negligible or no expansion of use beyond that existing; including replacement or reconstruction of existing utility systems and/or facilities involving negligible or no expansion of capacity and/or minor alterations to land, including minor trenching and backfilling where surface is restored.

Please attach draft Notice of Exemption (NOE). Consult with the Energy Commission attorney assigned to your division for instructions on how to complete the NOE.

Grant/loan **IS NOT** exempt. The Project Manager needs to consult with the Energy Commission attorney assigned to your division and the Siting Office regarding a possible initial study.

Notice of Exemption

To: Office of Planning and Research
P.O. Box 3044, Room 113
Sacramento, CA 95812-3044

From: CA Energy Commission
Fuels and Transportation Division
Emerging Fuels and Technology Office
1516 Ninth Street
Sacramento, CA 95814

County Clerk
County of: _____

Project Title: **Bay Area Charge Ahead Project Two**
Project Applicant: **California EV Alliance**

Project Locations:

1. 370 E. L Street, Benicia, CA, 94510
- 2.

Description of Nature, Purpose and Beneficiaries of Project:

The proposed project will install 37 electric chargers at 18 sites in the North and East Bay of the San Francisco Bay Area.

The transportation sector is the biggest contributor to California's GHG emissions and accounts for approximately 40 percent of these emissions. As documented throughout numerous California policy and regulatory materials, increased use of zero-emission vehicles (ZEV) provide multiple benefits in addition to reducing GHG emissions, such as reducing conventional pollutants, operating quietly and cleanly, allowing home refueling and lowering operating and fuel costs. As such, California Governor's Executive Order B-16-2012 orders that the California Air Resources Board, the California Energy Commission, the Public Utilities Commission and other relevant agencies work with the Plug-in Electric Vehicle Collaborative and the California Fuel Cell Partnership to achieve, among other benchmarks, the following:

By 2015, the State's major metropolitan areas will be able to accommodate ZEVs, each with infrastructure plans and streamlined permitting; and by 2020, the State's infrastructure will be able to support up to one million ZEVs.

Name of Public Agency Approving Project: **CA Energy Commission**

Name of Person or Agency Carrying Out Project: **California EV Alliance**

Exempt Status: **(check one):**

- Ministerial (Sec. 21080(b)(1); 15268);
- Declared Emergency (Sec. 21080(b)(3); 15269(a));
- Emergency Project (Sec. 21080(b)(4); 15269(b)(c));

x Categorical Exemption. Article 19: Sections 15301(b) and 15304(f).

- Statutory Exemptions. State code number:

Reasons why project is exempt: This project will install 37 electric chargers at 18 sites in the San Francisco Bay Area.

All power will be provided from the existing electrical panel and the work includes installations of conduit, wiring, electrical connections and mounting equipment. Minor trenching may be required to bring power from local sources to proposed charging stations. Thus, the project consists of minor alteration of existing facilities and/or mechanical equipment involving negligible or no expansion of use beyond that existing; including replacement or reconstruction of existing utility systems and/or facilities involving negligible or no expansion of capacity and/or minor alterations to land, including minor trenching and backfilling where surface is restored.

Lead Agencies:

1.

If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project?
Yes No

Signature: _____ Date: _____ Title: _____

Signed by Responsible Agency Signed by Applicant Date Received for
filing at OPR: _____

Authority cited: Sections 21083 and 21110, Public Resources Code.

Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.

To: Office of Planning and Research
 PO Box 3044, Room 113
 Sacramento, CA 95812-3044

From: California Energy Commission
 1516 Ninth Street, MS-27
 Sacramento, CA 95814

Project Title: Bay Area Charge Ahead Project Two (BayCAP 2)

Project Location – Specific:

Project Location	Address	City	ZIP	County
	370 E. L Street	Benicia	94510	Solano
Berkeley Marina	201 University Avenue	Berkeley	94710	Alameda
Oxford Parking Garage	2165 Kittredge Street	Berkeley	94720	Alameda
Telegraph/Channing Parking Garage	2450 Durant Avenue	Berkeley	94704	Alameda
Central Park Boathouse	40000 Paseo Padre Parkway	Fremont	94538	Alameda
Between Fremont Bl. And State St.	3000 Capitol Avenue	Fremont	94538	Alameda
	20301 Skywest Drive	Hayward	94541	Alameda
Downtown Parking Garage	122 Estudillo Avenue	San Leandro	94577	Alameda
Water Pollution Control Plant	3000 Davis Street	San Leandro	94577	Alameda
	1304 Oak Avenue	St. Helena	93574	Napa
	1325 Railroad Avenue	St. Helena	93574	Napa
Soscol Gateway Transit Center	625 Burnell Street	Napa	94559	Napa
Community Center Parking Lot	4516 Washington Street	Yountville	94599	Napa
Yountville Park and Ride	Solano Ave. and California Dr.	Yountville	94599	Napa
Hamilton Landing	6 Hamilton Landing	Novato	94949	Marin
	100 Keller Street	Petaluma	94952	Sonoma
Luchessi Community Center	320 North McDowell Bl.	Petaluma	94954	Sonoma
Prince Park	2301 East Washington St.	Petaluma	94954	Sonoma

Description of Project:

Project will install 37 Level 2 electric chargers at 18 sites in the North and East Bay of the San Francisco Bay Area.

The transportation sector is the biggest contributor to California’s GHG emissions and accounts for approximately 40 percent of these emissions. As documented throughout numerous California policy and regulatory materials, increased use of zero-emission vehicles (ZEV) provide multiple benefits in addition to reducing GHG emissions, such as reducing conventional pollutants, operating quietly and cleanly, allowing home refueling and lowering operating and fuel costs. As such, California Governor’s Executive Order B-16-2012 orders that the California Air Resources Board, the California Energy Commission, the Public Utilities Commission and other relevant agencies work with the Plug-in Electric Vehicle Collaborative and the California Fuel Cell Partnership to achieve, among other benchmarks, the following:

- By 2015, the State’s major metropolitan areas will be able to accommodate ZEVs, each with infrastructure plans and streamlined permitting; and
- By 2020, the State’s infrastructure will be able to support up to one million ZEVs.

Name of Public Agency Approving Project: California Energy Commission

Name of Person or Agency Carrying Out Project: California EV Alliance

Exempt Status: (check one)

- Ministerial (Sec. 21080(b)(1); 15268);
- Declared Emergency (Sec. 21080(b)(3); 15269(a));
- Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- Categorical Exemption. State type and section number §15301 (b) – “Existing Facilities”
Section 15303 (c) – New Construction
§15304 (f) – “Minor Alterations to Land”
- Statutory Exemptions. State code number. _____
- Common Sense Exemption. 15061(b)(3)

Reasons why project is exempt:

All power will be provided from the existing electrical panel and the work includes installations of conduit, wiring, electrical connections and mounting equipment. Minor trenching may be required to bring power from local sources to proposed charging stations. Thus, the project consists of minor alteration of existing facilities and/or mechanical equipment involving negligible or no expansion of use beyond that existing; including replacement or reconstruction of existing utility systems and/or facilities involving negligible or no expansion of capacity and/or minor alterations to land, including minor trenching and backfilling where surface is restored.

Responsible Agency

Contact Person: Lindsee Tanimoto Area code/Telephone/Ext: 916/654-4566

Has a Notice of Exemption been filed by the public agency approving the project? Yes No

Signature: _____ Date: _____ Title: Energy Commission Spec. II

- Signed by Responsible Agency
- Signed by Applicant

Date received for filing at OPR: _____

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

RESOLUTION REGARDING: GRANT AWARD

to

CALIFORNIA EV ALLIANCE under PON-13-606

WHEREAS the State Energy Resources Conservation and Development Commission (Energy Commission) is considering whether to approve ARV-13-032 with the California EV Alliance to install up to 37 electric vehicle (EV) chargers at up to 18 sites in the North and East Bay of the San Francisco Bay Area; and

WHEREAS the proposed EV chargers will expand the Plug-in Electric Vehicle (PEV) charging network in the Bay Area, helping to extend the range of PEVs and increase the number of zero emission miles driven; and further supporting the adoption and growth of PEVs in the Bay Area;

THEREFORE BE IT RESOLVED that the Energy Commission finds that the project consists of minor alteration of existing facilities and mechanical equipment involving negligible or no expansion of use beyond that existing; minor alterations to land, including minor trenching and backfilling where surface is restored; and new construction or conversion of small structures falling within the categorical exemptions of the California Environmental Quality Act expressed in California Code of Regulations, Title 14, Chapter 3, Sections 15301, 15303, and 15304; and

BE IT FURTHER RESOLVED that the Energy Commission approves Grant Agreement ARV-13-032 with the California EV Alliance, for **\$474,052**, to install up to 37 EV chargers for PEVs at up to 18 sites; and

BE IT FURTHER RESOLVED that this document authorizes the Executive Director or his/her designee to execute the grant agreement 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 May 14, 2014:

AYE: *[List Commissioners]*

NAY: *[List Commissioners]*

ABSENT: *[List Commissioners]*

ABSTAIN: *[List Commissioners]*

*Harriet Kallemeyn,
Secretariat*