

GRANT REQUEST FORM (GRF)

CEC-270 (Revised 02/13)

CALIFORNIA ENERGY COMMISSION

New Agreement ARV-13-033 (To be completed by CGL Office)

Division	Agreement Manager:	MS-	Phone
600 Fuels and Transportation Division	Thanh Lopez	27	916-954-4566

Recipient's Legal Name	Federal ID Number
California State University, Fresno Foundation	94-6003272

Title of Project
Combination Level 2 and DC FC Electric Vehicle Charging Stations in the San Joaquin Valley

Term and Amount	Start Date	End Date	Amount
	06 / 01 / 2014	12 / 31 / 2016	\$ 397,074

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

Proposed Business Meeting Date	05 / 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-13-033 with California State University, Fresno Foundation for a \$397,074 grant to deploy four workplace combination Level 2 and two DC fast charge electric vehicle charging stations. The charging stations will have six stalls consisting of four Level 2 chargers and two DC fast chargers. This agreement includes \$100,372 in match funding for a total agreement amount of \$497,446. (ARFVTP funding). Contact: Lindsee Tanimoto. (5 minutes)

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 section number: §15301 "Existing Facilities", §15302 "Replacement or Reconstruction", §15303 "New Construction or Conversion of Small Structures", §15304 "Minor Alterations to Land"
 Common Sense Exemption. 14 CCR 15061 (b) (3)
 Explain reason why Agreement is exempt under the above section:
 The project will install six electric vehicle charging stations in an existing parking lot. 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, boring and re-paving of existing street is needed to lay down the extra conduit. Thus, the project consists of reconstruction of existing utility systems or facilities at an existing parking lot, for the installation of small new equipment and facilities that may involve minor alterations to land, including minor trenching and backfilling where surface is restored.
- 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
TBD	\$ 219,200
	\$ 0
	\$ 0

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

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Legal Company Name:
N/A

Budget Information			
Funding Source	Funding Year of Appropriation	Budget List No.	Amount
ARFVTF	12/13	601.118E	\$397,074
Funding Source			\$
R&D Program Area:	Select Program Area	TOTAL: \$397,074	
Explanation for "Other" selection			
Reimbursement Contract #:		Federal Agreement #:	

Recipient's Administrator/ Officer				Recipient's Project Manager			
Name:	Cynthia Matson			Name:	Robert Boyd		
Address:	5200 N. Barton Avenue			Address:	5200 N. Barton Avenue		
City, State, Zip:	Fresno, CA 93710			City, State, Zip:	Fresno, CA 93710		
Phone:	559-278-2083	Fax:	559-278-2928	Phone:	559-278-2373	Fax:	559-278-7698
E-Mail:	cmatson@csufresno.edu			E-Mail:	robert_boyd@csufresno.edu		

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
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Exhibit A SCOPE OF WORK

TECHNICAL TASK LIST

Task #	CPR	Task Name
1	N/A	Administration
2		Planning and Design
3	X	Site Preparation
4		Installation
5		Public Outreach
6		Data Collection and Analysis

KEY NAME LIST

Task #	Key Personnel	Key Subcontractor(s)	Key Partner(s)
1	Bob Boyd, Associate Vice President, Fresno State Facilities Management	N/A	N/A
2 - 5	Bob Boyd, Associate Vice President, Fresno State Facilities Management	TBD	N/A
6	Bob Boyd, Associate Vice President, Fresno State Facilities Management	N/A	N/A

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
DC FC	Direct Current Fast Chargers
Energy Commission	California Energy Commission
Recipient	California State University, Fresno
FTD	Fuels and Transportation Division
PEV	Plug-in Electric Vehicle
SJV	San Joaquin Valley

BACKGROUND

Assembly Bill (AB) 118 (Núñez, Chapter 750, Statutes of 2007), created the Alternative and Renewable Fuel and Vehicle Technology Program (ARFVTP). The statute 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. AB 8 (Perea, Chapter 401, Statutes of 2013) re-authorizes the ARFVTP through January 1, 2024, and specifies that the

Energy Commission allocate up to \$20 million per year (or up to 20 percent of each fiscal year's funds) in funding for hydrogen station development until at least 100 stations are operational. The Energy Commission has an annual program budget of approximately \$100 million and provides financial support for projects that:

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 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 statute requires the Energy Commission to adopt and update annually an investment plan to determine funding priorities and opportunities and describe how program funding will be used to complement other public and private investments. The Energy Commission adopted its most recent investment plan on May 08, 2013. A link to the 2013-2014 Investment Plan Update for the Alternative and Renewable Fuel and Vehicle Technology Program (CEC-600-2012-008-CMF) can be found at <http://www.energy.ca.gov/2012publications/CEC-600-2012-008/CEC-600-2012-008-CMF.pdf>."

The 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 ARFVTP Investment Plan updated annually. In response to PON-13-606, the Recipient submitted application #18, 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 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 San Joaquin Valley (SJV) lags behind the rest of the state in all aspects of electric vehicle development as well as air quality and environmental justice. The market is severely under-developed, particularly in terms of consumer knowledge and electric vehicle infrastructure. At the February 2013 meeting of the SJV Plug-In Electric Vehicle Coordinating Council, members identified the lack of public knowledge of plug-in electric vehicles (PEVs) and charging infrastructure as the most important barrier to electric vehicle development in the SJV. Other barriers identified included zoning and parking rules, training and education for municipal staff and electrical contractors, and lack of dealership knowledge. The financial challenges in the region require the need for external funding. The SJV region has felt keenly the effects of the prolonged recession, and public funding has been cut to the point that the funds available to municipalities need to be dedicated to essential services (e.g., public safety, sanitation). There are three Level 2 charging stations in the region: one at the SJV Air Pollution Control District; one at the Nissan dealership in Fresno; and one at the Nissan dealership in Clovis. All of these factors combine to produce limited results. The lack of consumer knowledge and electric vehicle charging infrastructure in the SJV undermines consumer confidence in electric vehicle ownership, spikes consumer range anxiety, and dampens growth of electric vehicle ownership.

Goal of the Agreement:

The goal of this Agreement is to deploy charging infrastructure at a prime location in the San Joaquin Valley region (workplace, destination, corridor) to expand the electric vehicle charging network in the region. This will extend the range of PEVs and zero emission miles driven, and further support the adoption and growth of PEVs in the San Joaquin Valley region.

Objectives of the Agreement:

The objectives of this Agreement is to install two combination DC fast charge and four Level 2 electric vehicle charging stations at California State University, Fresno's (Fresno State) campus parking lot located at 5421 N. Maple Avenue, Fresno California 93740. This will be the first major and combination electric vehicle charging station in the Fresno-Clovis metropolitan area and will help lead academic institutions in the San Joaquin Valley in contributing to the zero emission vehicle market expansion.

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 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 Commission Agreement Manager (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) electric vehicle team 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 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.

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. 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.

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 PLANNING AND DESIGN

The goal of this task is to complete the planning and design for the installation of PEV charging stations necessary to complete the project.

The Recipient shall:

- Conduct a site analysis of the existing site to identify any electrical sources, evaluate existing electrical infrastructure and any required enhancements.
- Prepare all construction documents necessary for the installation of the electric vehicle charging stations including, but not limited to electrical design diagrams that include load calculations and additional loads to existing infrastructure, drawings of PEV charging station locations, and developing a final list of equipment and materials needed for the completion of the project including any safety and disconnect equipment necessary.

Products:

- Copies of building plans and drawings

TASK 3 SITE PREPARATION

The goal of this task is to prepare the site location for the installation of the electric vehicle charging stations.

The Recipient shall:

- Conduct all work necessary to prepare the site for the installation of the electric vehicle charging stations including, but not limited to pre-construction activities such as fencing and securing construction yard, ordering materials, contracting with electric contractors to trench wire and conduit.
- Prepare and submit a site preparation report documenting the readiness of the site for equipment installation and a summary of all work necessary to prepare the site for installation.

Product:

- Report documenting the process to prepare the site for the installation of charging stations

[CPR WILL OCCUR DURING THIS TASK. SEE TASK 1.2 FOR DETAILS]

TASK 4 INSTALLATION

The goal of this task is to order all equipment necessary to complete the project and complete the installation of the electric vehicle charging station equipment.

The Recipient shall:

- Place an order for all equipment and parts needed to install the electric vehicle charging stations.
- Conduct all work necessary to complete installation of electric vehicle charging station equipment and signage at each approved site.
- Perform necessary checks of the equipment prior to start-up, address any findings and take corrective actions.
- Troubleshoot any issues identified.
- Perform start-up and commission electric vehicle charging stations into service.
- Maintain electric vehicle charging station equipment in service during the duration of the agreement period.

Products:

- Copies of completed equipment and parts order forms
- Photographs showing each complete installation at each site location

TASK 5 PUBLIC OUTREACH

The goal of this task is to develop a public outreach website to increase workplace and/or local public knowledge of PEVs and charging infrastructure.

The Recipient shall:

- Develop and launch a public outreach website in Fresno State's Traffic Department that will provide PEV information including, but not limited to:
 - General PEV and charging infrastructure information.
 - Resources (such as statewide electric vehicle charging station locators).
 - Information for incentive programs and sites.

- Consumer-oriented aids.
- Provide electric vehicle development and education to the Fresno State campus community and appropriate community organizations.
- Promote newly installed chargers on the public outreach website and through announcements in multiple forms of social media through Fresno State's Communications Department.

Products:

- URL to live public website
- Printouts of public outreach web pages created in Fresno State's Traffic Department created showing electric vehicle charging station details

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 a data collection test plan for collecting project data during the term of the agreement, including, but not limited to determining what type of data will be collected, how the data will be collected, and how the data will be analyzed.
- Troubleshoot any issues identified.
- Collect a minimum of 6 months of throughput, usage, and operations data from the project including, but not limited to:
 - Capacity and actual use of the new charging system (including number of charging sessions and energy use in kilowatt-hours per station per given time period).
 - Gallons of gasoline and/or diesel fuel displaced (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
 - Specific jobs and economic development resulting from this project.
- Identify any current and 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.

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	8/1/2014
		Updated List of Match Funds	8/1/2014
		Updated List of Permits	8/1/2014
		Kick-Off Meeting Agenda (CEC)	Commission
1.2	Critical Project Review Meetings	CPR Report	8/10/2015
		1st CPR Meeting Agenda and a list of expected participants (CEC)	Commission
		Schedule for written determination (CEC)	Commission
		Written determination (CEC)	Commission
1.3	Final Meeting	Written documentation of meeting agreements	6/1/2016
		Schedule for completing closeout activities	6/15/2016
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	Final Outline of the Final Report	2/1/2016
		Draft Final Report	3/1/2016
		Final Report (no less than 60 days before the end term of the agreement)	4/1/2016
1.6	Identify and Obtain Match Funds	A letter regarding match funds or stating that no match funds are provided	8/1/2014
		Copy(ies) of each match fund commitment letter(s) (if applicable)	8/1/2014
		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 funds
1.7	Identify and Obtain Required Permits	Letter documenting the permits or stating that no permits are required	8/1/2014
		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
		A copy of each approved final permit (if applicable)	Within 10 days of receiving each final permit

Exhibit A-1

1.8 Obtain and Execute Subcontracts	Letter describing the subcontracts needed, or stating that no subcontracts are required	8/15/2014
	Draft subcontracts	15 days prior to the scheduled execution date
	Final subcontracts	Within 10 days of execution
2 Planning and Design	Copies of all required permits to complete work	1/15/2015
	Copies of building plans and drawings	12/31/2014
3 Site Preparation	Site Preparation Report	5/1/2015
4 Installation	Copies of completed equipment and parts order forms	7/30/2015
	Photographs showing each complete installation at each site location	8/31/2015
5 Public Outreach	URL to live public website	10/1/2015
6 Data Collection and Analysis	Data collection information and analysis will be included in the Final Report per Task 1.5	N/A

Exhibit A-1

Exhibit A-1

To: Office of Planning and Research
1400 Tenth Street, Room 113
PO Box 3044
Sacramento, CA 95812-3044

From: California Energy Commission
Emerging Fuels & Technologies Office
1516 Ninth Street, MS-27
Sacramento, CA 95814

Project Title: Combination Level 2 and DC FC Electric Vehicle Charging Stations in the San Joaquin Valley

Project Location – Specific: California State University, Fresno: 5241 N. Maple Avenue, Fresno, CA 93740

Project Location – City: Fresno Project Location – County: Fresno

Description of Project:

California State University, Fresno will deploy workplace combination Level 2 and direct current (DC) fast chargers for electric vehicles at Parking Lot V on campus. The charging stations will have six stalls consisting of four Level 2 charging stations and two DC fast chargers.

Name of Public Agency Approving Project: California Energy Commission

Name of Person or Agency Carrying Out Project: California State University, Fresno Foundation

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
- Statutory Exemptions. State code number.
- Common Sense Exemption. 15061(b)(3)

§15301 "Existing Facilities",
§15302 "Replacement or Reconstruction",
§15303 "New Construction or Conversion of
Small Structures",
§15304 "Minor Alterations to Land"

Reasons why project is exempt:

The project will install six electric vehicle charging stations in an existing parking lot. 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 reconstruction of existing utility systems or facilities at an existing parking lot, for the installation of small new equipment and facilities that may involve minor alterations to land, including minor trenching and backfilling where surface is restored.

Responsible Agency

Contact Person: Thanh Lopez **Area code/Telephone/Ext:** 916-654-3929

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

Signature: _____ **Date:** _____ **Title:** Energy Analyst

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 STATE UNIVERSITY, FRESNO FOUNDATION UNDER PON-13-606

WHEREAS the State Energy Resources Conservation and Development Commission (Energy Commission) is considering whether to approve Grant Award # ARV-13-033 with the California State University, Fresno Foundation to deploy workplace direct current (DC) fast chargers and Level 2 electric vehicle charging stations at the campus' Parking Lot V; and

WHEREAS the proposed electric vehicle charging stations would expand the electric vehicle charging network in the San Joaquin Valley region, help to extend the range of plug-in electric vehicles, increase the number of zero emission vehicle miles driven, and further support the adoption and growth of plug-in electric vehicles in the San Joaquin Valley region;

THEREFORE BE IT RESOLVED that the Energy Commission determines that the proposed project falls within the categorical exemptions of CEQA Guidelines, Title 14 California Code of Regulations, sections 15301, 15302, 15303 and 15304; and

BE IT FURTHER RESOLVED that Energy Commission approves **Grant Award # ARV-13-033** with California State University, Fresno Foundation for **\$397,074.00**; 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*