

GRANT REQUEST FORM (GRF)

CEC-270 (Revised 02/13)

CALIFORNIA ENERGY COMMISSION

New Agreement ARV-13-043 (To be completed by CGL Office)

Division	Agreement Manager:	MS-	Phone
600 Fuels and Transportation Division	Darren Nguyen	27	916-654-5144

Recipient's Legal Name	Federal ID Number
Silicon Valley Leadership Group Foundation DBA Bay Area Climate Collaborative	91-2140464

Title of Project
Bay Area Charge Ahead Project One (BayCap1)

Term and Amount	Start Date	End Date	Amount
	6 / 18 / 2014	12 / 31 / 2016	\$ 491,290

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

Proposed Business Meeting Date	6 / 18 / 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-13-043 with Silicon Valley Leadership Group Foundation DBA Bay Area Climate Collaborative for a \$491,290 grant to purchase and install Level 2 electric vehicle chargers in destination locations throughout the Bay Area to support the adoption and use of Electric Vehicles.

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 15301 section number:
 Common Sense Exemption. 14 CCR 15061 (b) (3)
 Explain reason why Agreement is exempt under the above section:
 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.
- b) Agreement **IS NOT** exempt. (Consult with the legal office to determine next steps.)
 Check all that apply
- | | |
|---|---|
| <input type="checkbox"/> Initial Study | <input type="checkbox"/> Environmental Impact Report |
| <input type="checkbox"/> Negative Declaration | <input type="checkbox"/> Statement of Overriding Considerations |
| <input type="checkbox"/> Mitigated Negative Declaration | |

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

Legal Company Name:	Budget
ABM	\$ 406,402
EV Alliance	\$ 10,000
	\$ 0

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

Legal Company Name:

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Budget Information			
Funding Source	Funding Year of Appropriation	Budget List No.	Amount
ARFVTF			\$
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:	Mike Herrigan			Name:	Mike Harrigan		
Address:	2001 Gateway Place, Suite 101E			Address:	2001 Gateway Place, Suite 101E		
City, State, Zip:	San Jose, Ca 95110			City, State, Zip:	San Jose, Ca 95110		
Phone:	669-444-0611	Fax:	419-593-5553	Phone:	669-444-0611	Fax:	419-593-5553
E-Mail:	mharrigan@baclimate.org			E-Mail:	mharrigan@baclimate.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 Meeting	Task Name
1		Administration
2	X	Equipment Procurement, Project Coordination, and Design
3	X	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	Rafael Reyes (Recipient) Mike Harrigan (Recipient)	EV Communities Alliance ABM	
2	Rafael Reyes (Recipient) Mike Harrigan (Recipient) Cameron Funk (ABM)	ABM	
3	Cameron Funk	ABM	Site Hosts (see narrative for complete list)
4	Rafael Reyes (Recipient)		
5	Cameron Funk Mike DiNucci	ABM ChargePoint (a subcontractor to ABM)	
6	Rafael Reyes Mike Harrigan Cameron Funk		

GLOSSARY

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

Term/ Acronym	Definition
ARFVT	Alternative and Renewable Fuel and Vehicle Technology Program
BayCAP	Bay Area Charge Ahead Project
Recipient	Bay Area Climate Collaborative
CAM	Commission Agreement Manager
Energy Commission	California Energy Commission
CPR	Critical Project Review
FTD	Fuels and Transportation Division

Term/ Acronym	Definition
GHG	Greenhouse Gas
O&M	Operations and Maintenance
PEV	Plug-in Electric Vehicle

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:

- 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 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 (PEV) 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 updated annually. In response to PON-13-606, the Recipient submitted application number 25, 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

Since the passage of AB 32, counties, municipalities, and regional public agencies have sought ways to reduce Greenhouse Gas (GHG) Emissions across all key sectors of the economy, especially the transportation sector, which accounts for approximately 53% of regional emissions. In support of these emissions reduction goals, the Bay Area Charge Ahead Project (BayCAP) was developed to support build-out of a robust region-wide charging network for PEVs, aligned with the PEV Readiness Plan recently completed under the oversight of the Bay Area EV Strategic Council and the Bay Area Air Quality Management District. The Readiness Plan indicates that there is an immediate need for 1,000-2,000 more publicly accessible charge ports in the region in the 2014-15 period to accommodate the rapid growth in PEVs (now numbering approximately 15,000 -- and expected to reach more than 35,000 in 2015 and 100,000+ by 2020.)

Goals of the Agreement

The goals of this agreement are to:

- Develop a ubiquitous, convenient, sustainable, and well-maintained region-wide PEV 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 provision PEV charging ports in 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 PEV charging and integrate with California's network of existing and planned stations.
- Train and support site hosts on siting, Americans with Disabilities Act access, usage of station hardware and software, 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 to ensure customer convenience.
- Track and measure station adoption and utilization rates over the duration of the project.

- Track and calculate equivalent GHG 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 in the Bay Area PEV Readiness Plan.
- Demonstrate utilization of Level 2 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's Product:

- Kick-Off Meeting Agenda

Task 1.2: Critical Project Review (CPR) Meetings

CPR meetings are scheduled at the completion of Tasks 2 & 3 and others may be scheduled as needed.

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) electric 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 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 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, 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, and 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)

- Letter(s) for new match funds
- Letter that match funds were reduced

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
- Updated list of permits as they change during the term of the Agreement
- Updated schedule for acquiring permits as changes occur during the term of the Agreement
- A copy of each final approved permit

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 EQUIPMENT PROCUREMENT, PROJECT COORDINATION, AND DESIGN

The goal of this task is to finalize the project design for the following 28 charging station installation sites, determine all necessary parts, tools and, equipment, and to procure the required electric vehicle charging equipment and schedule delivery of equipment to each site, to coordinate activities and communications among the project partners, deploy site-level operation, maintenance, and use plans, and formulate and execute pricing policies for stations. The 28 potential charging station sites identified as of the commencement date of this grant agreement are:

1. 1 W. Campbell Ave., Campbell, CA 95008
2. 77 Harrison Ave, Campbell, CA 95008
3. 10400 Torre Ave, Cupertino, CA 95014
4. 10185 N. Stelling Ave, Cupertino, CA 95014
5. Cupertino Saich Way Station, Saich Way. Cupertino, CA 95014
6. Cupertino Main Street, Vallco Pkway, Cupertino, CA 95014
7. 110 E. Main Street, Los Gatos, CA 95030
8. Los Gatos Downtown Parking Lot, Gray's Lane at Boone Lane, Los Gatos, CA 95032
9. 41 Miles Ave, Los Gatos, CA 95030
10. 930 University Ave, Los Gatos, CA 95032
11. 701 Laurel Street, Menlo Park, CA 94025
12. Menlo Park Downtown Plaza II, Oak Grove Ave, Menlo Park, CA 94025
13. Menlo Park Downtown Parking Plaza V, Santa Cruz Ave, Menlo Park, Ca 94025
14. 850 California Street, Mountain View, CA 94041
15. 520 Webster Street, Palo Alto, Ca 94301
16. 528 High Street, Palo Alto, Ca 94301
17. 9850 Cabrillo Hwy North, San Mateo, CA 94019
18. 555 County Center, San Mateo, Ca 94063
19. 620 Airport Dr, San Mateo, CA 94070
20. 655 Knight Way, Stanford, CA 94305
21. Stanford The Oval, End of Palm Drive, Stanford, CA 94305
22. 285 Panama Street, Stanford, Ca 94305
23. 401 Quarry Road, Stanford, Ca 94304
24. Stanford Parking Structure 6, Wilbur Way, Stanford, CA 94305
25. 456 West Olive Avenue, Sunnyvale, CA 94086
26. 550 East Remington Drive, Sunnyvale, CA 94087
27. Sunnyvale Downtown, South Frances Street at Evelyn, Sunnyvale, CA 94086
28. 665 West Olive Avenue, Sunnyvale, CA 94086

Site changes: Any change of one or more of the above-identified charging station sites to a new or different proposed site, other than a “non-significant change” in sites as defined below, must be effectuated through a mutually-acceptable formal contract amendment approved at a duly-noticed Energy Commission Business Meeting.

The Recipient shall:

- Perform site visits of all 28 installation sites.
- Develop the final list of equipment needed for the project and place an order for all equipment and parts needed to install the electric vehicle charging stations at each of the 28 locations
- Draft and finalize the project design for each location
- Develop an installation schedule for the order of installations for each location.
- Prepare, submit and execute agreements with project partners.
- Meet monthly with project partners to track and evaluate project progress, goals, barriers, and project approach.
- Oversee charging station installations with the master installation contractor.
- Develop operation and maintenance plans for 21 sites.
- Formulate and execute pricing policies for stations, which includes the acceptance of credit cards.
- Develop charging station usage plans, including appropriate provision for open source protocols.
- Ensure safety, shelter, access, and lighting requirements are met.
- Enable signage.

Recipient's Products:

- Copies of completed equipment and parts order forms
- Final project designs for each of the 28 locations
- Installation schedule for each of the 28 locations
- Operation and maintenance plans
- Pricing policies
- Charging station usage plan

[CPR will be held at the completion of this task. See Task 1.2 for details]

TASK 3: CHARGER INSTALLATION

The goal of this task is to install 39 dual port Level 2 destination charging stations at up to 28 sites in the project area.

The Recipient shall:

- Deploy approved installers/electricians in the network.
- Schedule commencement of installation activities upon completion of site owner agreement.
- Facilitate communication between contractor, site owner, and equipment supplier.

- 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:

-
- Charger installation report
- Photographs of operational stations

[CPR will be held at the completion of 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 charging stations.
- Work with site owners, regional agencies and the media to develop public relations plans and activities coincident with station opening.
- Contact media, schedule, and attend media events.

Recipient's Products:

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

TASK 5: DEMAND MANAGEMENT SYSTEM DEMONSTRATION

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

The Recipient shall:

- Configure chargers for utilization in smart charging and demand Management program configurations at two demonstration sites with high potential for demand charges.
- Develop demand response implementation plan
- Track energy utilization and cost data and provide a case study on charger utilization for energy demand mitigation and demand response program participation.

Recipient 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 a plan for data collection.
- Troubleshoot any issues identified.
- Collect 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 given time period).
 - 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:

- Data collection information and analysis will be included in the Final Report.

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

**RESOLUTION REGARDING: GRANT AWARD
to
SILICON VALLEY LEADERSHIP GROUP FOUNDATION DBA BAY AREA CLIMATE
COLLABORATIVE UNDER PON-13-606**

WHEREAS Silicon Valley Leadership Group Foundation DBA Bay Area Climate Collaborative (BACC) has applied to the State Energy Resources Conservation and Development Commission (Energy Commission) for a grant under PON-13-606 to install up to 39 electric vehicle (EV) chargers at up to 28 sites in the 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; and

WHEREAS the Energy Commission has reviewed the proposed project and finds that the project consists of minor alteration of existing facilities and/or 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. 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 the proposed electric vehicle chargers;

THEREFORE BE IT RESOLVED the Energy Commission finds that the project is exempt from the California Environmental Quality Act, within the meaning of the categorical exemptions set forth in California Code of Regulations, Title 14, Chapter 3, Sections 15301 (Existing Facilities), 15303 (New Construction or Conversion of Small Structures), and 15304 (Minor Alterations to Land); and

BE IT FURTHER RESOLVED that the Energy Commission approves Grant Agreement ARV-13-043 with the BACC, for \$491,290.00, to install up to 39 EV chargers for PEVs at up to 28 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 June 18, 2014:

AYE: [*List Commissioners*]

NAY: [*List Commissioners*]

ABSENT: [*List Commissioners*]

ABSTAIN: [*List Commissioners*]

*Harriet Kallemeyn,
Secretariat*