

CONTRACT REQUEST FORM (CRF)

CEC-94 (Revised 01/13)

CALIFORNIA ENERGY COMMISSION

A) New Agreement 600-14-002 (To be completed by CGL Office)

B) Division	Agreement Manager:	MS-	Phone
600 Fuels and Transportation Division	Leslie Baroody	27	916-654-4417

C) Contractor's Legal Name	Federal ID Number
Alternative Energy Systems Consulting, Inc	33-0596185

D) Title of Project
Technical and Policy Assistance for California's Statewide Zero-Emission Vehicle (ZEV) Infrastructure Plan

E) Term and Amount	Start Date	End Date	Amount
	9 / 10 / 2014	9 / 30 / 2017	\$ 249,999

F) Business Meeting Information			
<input type="checkbox"/> Operational agreement (see CAM Manual for list) to be approved by Executive Director			
<input type="checkbox"/> ARFVTP agreements under \$75K delegated to Executive Director.			
Proposed Business Meeting Date	9 / 10 / 2014	<input type="checkbox"/> Consent	<input checked="" type="checkbox"/> Discussion
Business Meeting Presenter	Leslie Baroody	Time Needed:	5 minutes
Please select one list serve. Transportation (General Trans / Petroleum Issues)			

Agenda Item Subject and Description
Proposed resolution approving Agreement [insert #] with Alternative Energy Systems Consulting, Inc. (AESC) for a \$249,999 contract to provide technical and policy assistance to the California Energy Commission in implementing the action items for which the Energy Commission is responsible in the Governor's 2013 Zero-Emission Vehicle (ZEV) Action Plan. Tasks will include development of a plan to guide deployment and funding of electric vehicle charging infrastructure and hydrogen fuel cell refueling stations.

G) California Environmental Quality Act (CEQA) Compliance
1. Is Agreement considered a "Project" under CEQA? <input checked="" type="checkbox"/> Yes (skip to question 2) <input type="checkbox"/> 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: <input type="checkbox"/> a) Agreement IS exempt. (Attach draft NOE) <input type="checkbox"/> Statutory Exemption. List PRC and/or CCR section number: _____ <input type="checkbox"/> Categorical Exemption. List CCR section number: _____ <input checked="" type="checkbox"/> Common Sense Exemption. 14 CCR 15061 (b) (3) Explain reason why Agreement is exempt under the above section: It can be seen with certainty that this project has no potential for causing a significant effect on the environment because it involves paper studies only. The work to be performed involves data collection, analysis, consulting, and creation of documents for submission to the Energy Commission, and does not involve construction or other similar work. <input type="checkbox"/> 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

H) List all subcontractors (major and minor) and equipment vendors: (attach additional sheets as necessary)				
Legal Company Name:	Budget	SB	MB	DVBE
Steven T. Kuykendall & Associates	\$ 17,499	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Echo-Factory	\$ 8,000	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	\$ 0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

I) List all key partners: (attach additional sheets as necessary)
Legal Company Name:
Steven K. Kuykendall & Associates
Echo-Factory



J) Budget Information			
Funding Source	Funding Year of Appropriation	Budget List No.	Amount
Funding Source	13-14	600.118C	\$249,999
Funding Source			\$
R&D Program Area:	Select Program Area	TOTAL:	\$249,999
Explanation for "Other" selection			
Reimbursement Contract #:		Federal Agreement #:	

K) Contractor's Administrator/ Officer				Contractor's Project Manager			
Name:	Ronald K Ishii, President			Name:	John Clint		
Address:	5927 Balfour Court, Suite 213			Address:	8555 Aero Drive, Suite 205		
City, State, Zip:	Carlsbad, CA 92008			City, State, Zip:	San Diego, CA 92123		
Phone:	760-931-2641	Fax:	760-438-5020	Phone:	858-560-7182	Fax:	858-560-7185
E-Mail:	rishii@aesc-inc.com			E-Mail:	jclint@aesc-inc.com		

L) Selection Process Used (For amendments, address amendment exemption or NCB, do not identify solicitation type of original agreement.)							
<input checked="" type="checkbox"/>	Solicitation	Select Type	Solicitation #:	IFB-14-601	# of Bids:	2	Low Bid? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes
<input type="checkbox"/>	Non Competitive Bid (Attach CEC 96)						
<input type="checkbox"/>	Exempt Select Exemption (see instructions)						

M) Contractor Entity Type	
<input checked="" type="checkbox"/>	Private Company (including non-profits)
<input type="checkbox"/>	CA State Agency (including UC and CSU)
<input type="checkbox"/>	Government Entity (i.e. city, county, federal government, air/water/school district, joint power authorities, university from another state)

N) Is Contractor a certified Small Business (SB), Micro Business (MB) or DVBE?		<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
If yes, check appropriate box:		<input checked="" type="checkbox"/> SB	<input type="checkbox"/> MB <input type="checkbox"/> DVBE

O) Civil Service Considerations	
<input type="checkbox"/>	Not Applicable (Agreement is with a CA State Entity or a membership/co-sponsorship)
<input type="checkbox"/>	Public Resources Code 25620, et seq., authorizes the Commission to contract for the subject work. (PIER)
<input checked="" type="checkbox"/>	The Services Contracted: <ul style="list-style-type: none"> <input type="checkbox"/> are not available within civil service <input type="checkbox"/> cannot be performed satisfactorily by civil service employees <input checked="" type="checkbox"/> are of such a highly specialized or technical nature that the expert knowledge, expertise, and ability are not available through the civil service system.
<input type="checkbox"/>	The Services are of such an: <ul style="list-style-type: none"> <input type="checkbox"/> urgent <input type="checkbox"/> temporary, or <input type="checkbox"/> occasional nature that the delay to implement under civil service would frustrate their very purpose.
Justification:	
Technical and policy assistance for implementing the Energy Commission action items in the Governor's 2013 Zero-Emission Action Plan require a high level of expertise not available in the civil service. The Governor's Office has deemed this project to be a very high priority in light of the increase in electric vehicles and the need to plan for infrastructure to meet the Governor's ZEV goals.	

P) Payment Method	
<input checked="" type="checkbox"/>	A. Reimbursement in arrears based on: <ul style="list-style-type: none"> <input type="checkbox"/> Itemized Monthly <input checked="" type="checkbox"/> Itemized Quarterly <input type="checkbox"/> Flat Rate <input type="checkbox"/> One-time
<input type="checkbox"/>	B. Advanced Payment
<input type="checkbox"/>	C. Other, explain:



Q) Retention

1. Is Agreement subject to retention? No Yes
 If Yes, Will retention be released prior to Agreement termination? No Yes

R) Justification of Rates

One-hundred percent of the evaluation criteria was made up of the cost score which awarded the highest points to the bidder with the lowest average loaded hourly rate (ALHR) and provided a good justification for their rates. The proposed Contractor had the lowest ALHR.

S) Disabled Veteran Business Enterprise Program (DVBE)

1. Exempt (Interagency/Other Government Entity)
 2. Meets DVBE Requirements DVBE Amount:\$ 0 DVBE %: 7%
 Contractor is Certified DVBE
 Contractor is Subcontracting with a DVBE: Steven T. Kuykendal & Associates
 3. Contractor selected through CMAS or MSA with no DVBE participation.
 4. Requesting DVBE Exemption (attach CEC 95)

T) Miscellaneous Agreement Information

1. Will there be Work Authorizations? No Yes
 2. Is the Contractor providing confidential information? No Yes
 3. Is the contractor going to purchase equipment? No Yes
 4. Check frequency of progress reports
 Monthly Quarterly Other...
 5. Will a final report be required? No Yes
 6. Is the Agreement, with amendments, longer than a year? If yes, why? No Yes
 The activities that need to be accomplished in the ZEV Action Plan extend beyond one year.

U) The following items should be attached to this CRF (as applicable)

- | | | |
|---|---|--|
| 1. Exhibit A, Scope of Work | <input type="checkbox"/> N/A | <input checked="" type="checkbox"/> Attached |
| 2. Exhibit B, Budget Detail | <input type="checkbox"/> N/A | <input checked="" type="checkbox"/> Attached |
| 3. CEC 96, NCB Request | <input checked="" type="checkbox"/> N/A | <input type="checkbox"/> Attached |
| 4. CEC 30, Survey of Prior Work | <input checked="" type="checkbox"/> N/A | <input type="checkbox"/> Attached |
| 5. CEC 95, DVBE Exemption Request | <input checked="" type="checkbox"/> N/A | <input type="checkbox"/> Attached |
| 6. CEQA Documentation | <input checked="" type="checkbox"/> N/A | <input type="checkbox"/> Attached |
| 7. Resumes | <input type="checkbox"/> N/A | <input checked="" type="checkbox"/> Attached |
| 8. CEC 105, Questionnaire for Identifying Conflicts | | <input checked="" type="checkbox"/> Attached |

 Agreement Manager Date Office Manager Date Deputy Director Date

Exhibit A Scope of Work

TASK LIST

Task #	Task Name
1	Agreement Management
2	Statewide DC Fast Charger Analysis
3	Recommendations on Statewide Plug-in Electric Vehicle Infrastructure Strategic Actions
4	ZEV Communications Plan and Consumer Awareness Materials
5	Disseminate ZEV Information on Regional Readiness Grants and Hydrogen Refueling Station Deployment
6	Advise the Energy Commission on the Pacific Coast Collaborative

ACRONYMS/GLOSSARY

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

Acronym	Definition
Analysis	DC Fast Charger Analysis
CCM	Commission Contract Manager
Contractor	Alternative Energy Systems Consulting, Inc.
DC	Direct Current
NREL	National Renewable Energy Laboratory
PCC	Pacific Coast Collaborative
PEV	Plug-in Electric Vehicle
ZEV	Zero-Emission Vehicle

BACKGROUND/PROBLEM STATEMENT

The Governor's *2013 Zero-Emission Vehicle (ZEV) Action Plan* identifies specific actions that require the Energy Commission to (1) consider infrastructure needs of interregional corridors, (2) encourage cohesiveness among regional plans, and (3) provide guidance on high-priority locations for infrastructure, such as near airports and public transportation.

The Energy Commission has contracted with the National Renewable Energy Laboratory (NREL) through Agreement 600-11-002, issued on September 13, 2012, to assist with analysis and implementation of the Alternative and Renewable Fuel and Vehicle Technology Program topics, including electric vehicle supply equipment infrastructure planning. In May 2014, NREL submitted the *California Statewide Plug-In Electric Vehicle Infrastructure Assessment* ("NREL Assessment") which contains the Energy Commission's conclusions, recommendations, and intentions with respect to

plug-in electric vehicle (PEV) infrastructure development. This assessment can be accessed at www.energy.ca.gov/2014publications/CEC-600-2014-003.pdf.

This report did not prescribe detailed plans for infrastructure deployment, but introduced two scenarios that provide a basis for projecting future statewide charging infrastructure deployment needed to support one million PEVs by 2020. Using this assessment as a basis, there is a need to develop an actionable plan that will prioritize charging locations and guide regional PEV infrastructure planning and other stakeholder actions.

The Energy Commission issued Invitation for Bid IFB-14-601 on July 3, 2014. In response, Alternative Energy Systems Consulting, Inc. ("Contractor") submitted application number 2 on August 6, 2014. Both IFB-14-601 and Contractor's application are hereby incorporated by reference into this contract in their entirety.

OBJECTIVES OF THE AGREEMENT

The Contractor shall provide technical and policy assistance to the Energy Commission in completing the deliverables listed in IFB-14-601, including supporting the Commission's work under the ZEV Action Plan.

FORMAT/REPORTING REQUIREMENTS

Deliverables/Reports

When creating reports, the Contractor shall use and follow, unless otherwise instructed in writing by the Commission Contract Manager (CCM), the latest version of the Consultant Reports Style Manual published on the Energy Commission's website:

http://www.energy.ca.gov/contracts/consultant_reports/index.html

Each final deliverable shall be delivered as one original, reproducible, 8 ½" by 11", camera-ready master in black ink. Illustrations and graphs shall be sized to fit an 8 ½" by 11" page and readable if printed in black and white.

Electronic File Format

The Contractor shall deliver an electronic copy (CD ROM or memory stick or as otherwise specified by the CCM) of the full text in a compatible version of Microsoft Word (.doc).

The following describes the accepted formats of electronic data and documents provided to the Energy Commission as contract deliverables and establishes the computer platforms, operating systems and software versions that will be required to review and approve all software deliverables.

- Data sets shall be in Microsoft (MS) Access or MS Excel file format.
- PC-based text documents shall be in MS Word file format.
- Documents intended for public distribution shall be in PDF file format, with the native file format provided as well.

- Project management documents shall be in MS Project file format.

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Software Application Development

If this scope of work includes any software application development, including but not limited to databases, websites, models, or modeling tools, contractor shall utilize the following standard Application Architecture components in compatible versions:

- Microsoft ASP.NET framework (version 3.5 and up) Recommend 4.0
- Microsoft Internet Information Services (IIS), (version 6 and up) Recommend 7.5
- Visual Studio.NET (version 2008 and up) Recommend 2010
- C# Programming Language with Presentation (UI), Business Object and Data Layers
- SQL (Structured Query Language)
- Microsoft SQL Server 2008, Stored Procedures Recommend 2008 R2
- Microsoft SQL Reporting Services Recommend 2008 R2
- XML (external interfaces)

Any exceptions to the Software Application Development requirements above must be approved in writing by the Energy Commission Information Technology Services Branch.

TASK 1- AGREEMENT MANAGEMENT

Task 1.1 Kick-off Meeting

The goal of this task is to establish the lines of communication and procedures for implementing this Agreement.

The Contractor shall:

- Attend a “kick-off” meeting with the CCM, the Contracts Officer, and a representative of the Accounting Office. The meeting will be held in Sacramento, CA and the CCM will designate the specific location. The Contractor shall include their Project Manager, Contracts Administrator, Accounting Officer, and others designated by the CCM in this meeting. The administrative and technical aspects of this Agreement will be discussed at the meeting.
- If necessary, prepare an updated Schedule of Deliverables based on the decisions made in the kick-off meeting.

The CCM shall:

- Arrange the meeting including scheduling the date and time.
- Provide an agenda to all potential meeting participants prior to the kick-off meeting.

Deliverables:

- An Updated Schedule of Deliverables (if applicable)

Task 1.2 Invoices

The Contractor shall:

- Prepare invoices for all reimbursable expenses incurred performing work under this Agreement in compliance with the Exhibit B of the Terms and Conditions of the Agreement. Invoices shall be submitted with the same frequency as progress reports (task 1.4). Invoices must be submitted to the Energy Commission's Accounting Office.

Deliverables:

- Invoices

Task 1.3 Manage Subcontractors

The goal of this task is to ensure quality products, to enforce subcontractor Agreement provisions, and in the event of failure of the subcontractor to satisfactorily perform services, recommend solution to resolve the problem.

The Contractor shall:

- Manage and coordinate subcontractor activities. The Contractor is responsible for the quality of all subcontractor work and the Energy Commission will assign all work to the Contractor. If the Contractor decides to add new subcontractors, they shall 1) comply with the Terms and Conditions of the Agreement, and 2) notify the CCM who will follow the Energy Commission's process for adding or replacing subcontractors.

Task 1.4 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.

The Contractor shall:

- Prepare progress reports which summarize all Agreement activities conducted by the Contractor 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 within 15 calendar days after the end of the reporting period. The CCM will provide the format for the progress reports.

Deliverables:

- Monthly Progress Reports

Task 1.5 Final Report

The goal of this task is to prepare a comprehensive written Final Report that describes the original purpose, approach, results and conclusions of the work completed under this Agreement. The Final Report shall be prepared in language easily understood by the public or layperson with a limited technical background.

The Final Report must be completed before the termination date of the Agreement in accordance with the Schedule of Deliverables.

The Final Report shall be a public document. If the Contractor has obtained confidential status from the Energy Commission and will be preparing both a public and a confidential version of the Final Report, the Contractor shall perform the following subtasks for both the public and confidential versions of the Final Report.

Task 1.5.1 Final Report Outline

The Contractor shall:

- Prepare and submit a draft outline of the Final Report for review and approval. The CCM will provide written comments to the Contractor on the draft outline. The Contractor shall review the comments and discuss any issues with the recommended changes with the CCM.
- Prepare and submit the final outline of the Final Report, incorporating CCM comments.

Deliverables:

- Draft Outline of the Final Report
- Final Outline of the Final Report

Task 1.5.2 Final Report

The Contractor shall:

- Prepare the draft Final Report for this Agreement.
- Submit the draft Final Report for review and comment. The CCM will provide written comments to the Contractor. The Contractor shall review the comments and discuss any issues with the recommended changes with the CCM.
- Prepare and submit the Final Report, incorporating CCM comments.

Deliverables:

- Draft Final Report
- Final Report

Task 1.6 Final Meeting

The goal of this task is to discuss closeout of this Agreement and review the project.

The Contractor shall:

- Meet with Energy Commission staff prior to the term end date of this Agreement. The meeting will be held in Sacramento, CA and the CCM will designate the specific location. This meeting will be attended by the Contractor Project Manager and the CCM. The CCM will determine any additional appropriate meeting participants. The administrative and technical aspects of Agreement closeout will be discussed at the meeting.
- Present findings, conclusions, and recommended next steps (if any) for the Agreement, based on the information included in the Final Report.
- Prepare a written document of meeting agreements and unresolved activities.
- Prepare a schedule for completing the closeout activities for this Agreement, based on determinations made within the meeting.

Deliverables:

- Written documentation of meeting agreements
- Schedule for completing closeout activities

TECHNICAL TASKS

Task 2 Statewide Direct Current (DC) Fast Charger Analysis

The goal of this task is to develop a DC Fast Charger Analysis to assist the Energy Commission with identifying charging infrastructure gaps in interregional and interstate highway corridors and propose DC fast charger deployment strategies for future Energy Commission funding.

The Contractor shall:

- Meet with Energy Commission staff, Regional PEV Readiness leadership, NREL staff, relevant academic institution experts, the Governor's Office and others as necessary to develop the basis for the Statewide DC Fast Charger Analysis.
- The Analysis must identify additional need for intra- and inter-regional DC fast chargers given various scenarios of battery range and consumer demand in the California PEV market. The Analysis will, at a minimum:
 - 1) Include identification of highway corridors and potential sites for DC Fast Charger deployment based on varying electric vehicle battery ranges and levels of electric vehicle deployment by

2015, 2018 and 2021. Specific DC fast-charger sites will be recommended for 2015 only.

- 2) Be accomplished in coordination with the Energy Commission's PEV Planning Regions, NREL and U.C. Davis Institute for Transportation Studies.
 - 3) Assess the business case for DC fast chargers in California and opportunities to mitigate electricity demand charges.
 - 4) Identify where government funding support is recommended for new fast chargers.
- Submit a draft Statewide DC Fast Charger Analysis for review and comment to the Energy Commission staff.
 - Solicit input on the Statewide DC Fast Charger Analysis, including leading a workshop for key stakeholders.
 - Submit a final Statewide DC Fast Charger Analysis.

Deliverables:

- Outline of draft Statewide DC Fast Charger Analysis including DC fast charger business case assessment, deployment strategies and funding recommendations.
- Submit for approval by the Energy Commission agenda for Stakeholder Workshop on draft Statewide DC Fast Charger Analysis.
- Final Statewide DC Fast Charger Analysis.

Task 3 Recommendations on Statewide Plug-in Electric Vehicle Infrastructure Strategic Actions

The goal of this task is to develop Recommendations on Statewide PEV Infrastructure Strategic Actions (Recommendations) to guide deployment and funding of PEV infrastructure in order to meet the goals of the Governor's Executive Order B-16-2012 and ZEV Mandate.

The Contractor shall:

- Gather, review, and summarize existing information on specific future actions the State, local government, utilities, and private sector could take to advance deployment of PEV infrastructure in the State. Information sources will include, but are not limited to:
 - Energy Commission Integrated Energy Policy Report workshops and the Statewide PEV Infrastructure Workshop, and regional and local PEV infrastructure workshops

- The Energy Commission PEV Regional Plans (see Exhibit A-2)
- The NREL Assessment
- The Air Resources Board infrastructure workshops and report
- Conduct follow up meetings, workshops, and one-on-one discussions with government agency representatives, industry stakeholders, researchers, and others, to further clarify action ideas, help determine feasibility of proposed actions, and help identify implementation steps.
- Based on the information gathered, develop draft recommendations on specific priority actions, implementation steps, and milestones for tracking progress that the State should take over the next 5-year period to advance PEV infrastructure deployment.
- Conduct one or more meetings with senior government agency representatives to share and discuss draft recommendations.
- Based on feedback from meetings with senior government agency representatives, develop a draft set of recommendations for Energy Commission review.
- Using the information gathered in the initial steps above, write Recommendations, which will include
 - 1) Recommendations for removing barriers to multi-unit dwelling and workplace charging infrastructure deployment,
 - 2) Strategies and actions for addressing charging congestion in metropolitan areas,
 - 3) Strategies and actions for increasing PEV driver range confidence and electric miles driven,
- Submit a draft and then final Recommendations for review

Deliverables:

- Draft recommendations that may be considered for the Strategic Actions
- Workshop agendas, including discussion questions, on the Recommendations
- Outline and schedule of completion of Recommendations.
- Draft of Recommendations
- Final Recommendations

Task 4 ZEV Communications Plan and Consumer Awareness Materials

The goal of this task is to create a communications plan and materials on 1) the availability of ZEVs and their benefits to consumers, fleets, and auto dealerships; and 2) the Energy Commission’s goals and actions in implementing the ZEV Action Plan and the Recommendations for Statewide PEV Infrastructure Strategic Actions. This communications plan will be used internally by Energy Commission staff, as well as circulated to the general public as appropriate. ZEVs include battery-electric vehicles, plug-in hybrid electric vehicles, extended range electric vehicles and fuel-cell electric vehicles.

The Contractor shall:

- Identify the Energy Commission's goals and actions for implementing the ZEV Action Plan and the Recommendations for Statewide PEV Infrastructure Strategic Actions
- Create an outline of a communications plan and supporting materials to 1) communicate the availability of ZEVs, their benefits to consumers, fleets and auto dealerships and 2) the Energy Commission's goals and actions in implementing the ZEV Action Plan and the Recommendations for Statewide PEV Infrastructure Strategic Actions
- Develop a communications plan and supporting materials.
- Submit a draft of the communications plan and materials for review.
- Submit a final communications plan and materials.

Deliverables:

- List of goals and actions for implementing the ZEV Action Plan and the Recommendations for Statewide PEV Infrastructure Strategic Actions
Outline of a of a communications plan and supporting materials to 1) communicate the availability of ZEVs, their benefits to consumers, fleets and auto dealerships and 2) the Energy Commission's goals and actions in implementing the ZEV Action Plan and the Recommendations for Statewide PEV Infrastructure Strategic Actions
- Draft of the communications plan and materials
- Final communications plan and materials

Task 5 Disseminate ZEV Information on Regional Readiness Grants and Hydrogen Refueling Station Deployment

The goal of this task is to compile relevant information from the Energy Commission's Regional Readiness Grants and prepare summary communication materials in the form of a report, white paper, brochure, webpage, or other appropriate media. Dissemination of information on ZEVs and ZEV infrastructure will help to attain cohesiveness among regional plans. These materials will be used internally by Energy Commission staff, as well as circulated to the Regional Readiness grantees and the public, as appropriate.

The Contractor shall:

- Review all regional PEV readiness plans and hydrogen refueling station deployment plans.
- Prepare an outline of the report, white paper, brochure, webpage or other appropriate media material for review.
- Prepare the report, white paper, brochure, webpage or other appropriate media material.

Deliverables:

- Outline of report, white paper, brochure, webpage or other appropriate media material
- Draft of report, white paper, brochure, webpage or other appropriate media material
- Final report, white paper, brochure, webpage or other appropriate media material

Task 6 Advise the Energy Commission on the Pacific Coast Collaborative

The goal of this task is to advise the Energy Commission on a strategy and action items to fulfill California's role in the PCC. The Pacific Coast Action Plan on Climate and Energy calls for California to transition to clean modes of transportation; adopt and maintain low carbon fuel standards; take action to expand the use of zero-emission vehicles (aiming for 10 percent of new vehicle purchases in public and private fleets to be ZEVs by 2016); and support emerging markets and innovation for alternative fuels in commercial trucks, buses, rail, ports, and marine transportation.

The Contractor shall:

- Develop a list of strategies and action items to fulfill California's role in the PCC.

Deliverables:

- Draft list of strategies and action items to fulfill California's role in the PCC
- Final list of strategies and action items to fulfill California's role in the PCC

SCHEDULE OF DELIVERABLES AND DUE DATES

Task Number	Deliverable	Due Date
1.1	Updated Schedule of Deliverables	September 19, 2014
1.2	Invoices	With progress reports
1.4	Quarterly Progress Reports	Quarterly
1.5.1	<ul style="list-style-type: none"> • Draft Outline of the Final Report • Final Outline of the Final Report 	November 6, 2015 December 4, 2015
1.5.2	<ul style="list-style-type: none"> • Draft Final Report • Final Report 	January 15, 2016 February 5, 2016
2.1	Outline of draft Statewide DC Fast Charger Analysis	September 30, 2014
2.2	Agenda for Stakeholder Workshop on draft DC Fast Charger Analysis	October 6, 2014
2.3	Final Statewide DC Fast Charger Analysis	November 7, 2014
3.1	Draft Recommendations that may be considered for the Strategic Actions	December 12, 2014
3.2	Workshop agenda, including discussion questions, on the Strategic Plan	December 19, 2014
3.3	Outline and schedule of completion of Recommendations	January 9, 2015
3.4	Draft Statewide Recommendations	February 20, 2015
3.5	Final Statewide Recommendations	April 24, 2015
4.1	List of goals and actions for implementing the ZEV Action Plan and the Recommendations for Statewide PEV Infrastructure Strategic Actions	February 20, 2015
4.2	Outline of communications plan and supporting materials to 1) communicate the availability of ZEVs, their benefits to consumers, fleets and auto dealerships and 2) the Energy Commission's goals and actions in implementing the ZEV Action Plan and Recommendations for the Statewide PEV Infrastructure Strategic Actions	March 6, 2015
4.3	Draft of the communications plan and materials	March 27, 2015
4.4	Final communications plan and materials	April 17, 2015
5.1	Outline of report, white paper, brochure, webpage or other appropriate media material	October 24, 2014
5.2	Draft of report, white paper, brochure, webpage or other appropriate media material	November 14, 2014
5.3	Final report, white paper, brochure, webpage or other appropriate media material	January 9, 2015
6.1	Draft list of strategies and action items to fulfill	November 21, 2014

	California's role in the PCC	
6.2	Final list of strategies and action items to fulfill California's role in the PCC	January 16, 2015

DRAFT

RESOLUTION NO:

STATE OF CALIFORNIA

**STATE ENERGY RESOURCES
CONSERVATION AND DEVELOPMENT COMMISSION**

RESOLUTION - RE: ALTERNATIVE ENERGY SYSTEMS CONSULTING, INC.

RESOLVED that the State Energy Resources Conservation and Development Commission (Energy Commission) adopts the staff CEQA findings contained in the Agreement Request Form; and

FURTHER BE IT RESOLVED that the Energy Commission approves Agreement 600-14-002 with **Alternative Energy Systems Consulting, Inc.** for **\$249,999** to develop a Statewide Strategic Plan to guide the deployment and funding of electric vehicle charging station (EVCS) infrastructure in order to meet the goals of the Governor's Executive Order B-16-2012 and Zero-Emission Vehicles (ZEV) Action Plan; and

FURTHER BE IT RESOLVED that the Executive Director or his/her designee shall execute the same 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 September 10, 2014.

AYE: [List of Commissioners]

NAY: [List of Commissioners]

ABSENT: [List of Commissioners]

ABSTAIN: [List of Commissioners]

Harriet Kallemeyn,
Secretariat