

GRANT REQUEST FORM (GRF)

CEC-270 (Revised 02/13)

CALIFORNIA ENERGY COMMISSION

New Agreement ARV-14-056 (To be completed by CGL Office)

| Division | Agreement Manager: | MS- | Phone |
|---------------------------------------|--------------------|-----|--------------|
| 600 Fuels and Transportation Division | Jennifer Allen | 27 | 916-653-0291 |

| Recipient's Legal Name | Federal ID Number |
|--------------------------------|-------------------|
| Tahoe Regional Planning Agency | - |

| Title of Project |
|--|
| Tahoe-Truckee Regional Plug-In Electric Vehicle (PEV) Readiness Plan |

| Term and Amount | Start Date | End Date | Amount |
|-----------------|----------------|----------------|------------|
| | 06 / 30 / 2015 | 06 / 30 / 2018 | \$ 200,000 |

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

| | | | |
|--------------------------------|----------------|----------------------------------|--|
| Proposed Business Meeting Date | 05 / 13 / 2015 | <input type="checkbox"/> Consent | <input checked="" type="checkbox"/> Discussion |
| Business Meeting Presenter | Jennifer Allen | Time Needed: | 5 minutes |

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

Proposed resolution approving Agreement ARV-14-056 with the Tahoe Regional Planning Agency for a \$200,000 grant to develop a Tahoe-Truckee Regional PEV Readiness Plan through coordinated engagement with PEV partners and stakeholders. The plan will establish the existing conditions and identify the key needs in the Tahoe-Truckee region to prepare for and coordinate PEV infrastructure deployment. Toolkits and an outreach strategy will be developed to target key sectors.

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 15306 Information Collection section number:
 Common Sense Exemption. 14 CCR 15061 (b) (3)
 Explain reason why Agreement is exempt under the above section:
 This project will not cause any direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment because funding will only be used for planning and analysis activities and will not involve any construction, improvements, or enactment of zoning ordinances. The project will develop a regional plan that provides an assessment of the challenges and opportunities for the adoption of plug-in electric vehicles and the implementation of strategies developed in an existing regional readiness plan.
- 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 | \$ 55,000 |
| TBD | \$ 30,000 |
| TBD | \$ 100,000 |

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

| Legal Company Name: |
|---------------------|
| |
| |

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CALIFORNIA ENERGY COMMISSION



| Budget Information | | | |
|-----------------------------------|-------------------------------|----------------------|-----------|
| Funding Source | Funding Year of Appropriation | Budget List No. | Amount |
| ARFVTF | 13/14 | 601.118F | \$200,000 |
| Funding Source | | | \$ |
| R&D Program Area: | Select Program Area | TOTAL: | \$200,000 |
| Explanation for "Other" selection | | | |
| Reimbursement Contract #: | | Federal Agreement #: | |

| Recipient's Administrator/ Officer | | | | Recipient's Project Manager | | | |
|---|---|------|--------------|------------------------------------|---|------|--------------|
| Name: | John Hester | | | Name: | Karin Edwards | | |
| Address: | Tahoe Regional Planning Agency 128 Market Street | | | Address: | Tahoe Regional Planning Agency 128 Market Street | | |
| City, State, Zip: | Stateline, NV 89449 | | | City, State, Zip: | Stateline, NV 89449 | | |
| Phone: | 775-589-5219 | Fax: | 775-588-4527 | Phone: | 775-589-5258 | Fax: | 775-588-4527 |
| E-Mail: | jhester@trpa.org | | | E-Mail: | kedwards@trpa.org | | |

| Selection Process Used | | | |
|---|--|----------------------------|--|
| <input checked="" type="checkbox"/> Competitive Solicitation | | Solicitation #: PON-14-607 | |
| <input type="checkbox"/> First Come First Served Solicitation | | | |

| The following items should be attached to this GRF | | | |
|---|--|---|--|
| 1. Exhibit A, Scope of Work | | <input checked="" type="checkbox"/> | Attached |
| 2. Exhibit B, Budget Detail | | <input checked="" type="checkbox"/> | Attached |
| 3. CEC 105, Questionnaire for Identifying Conflicts | | <input checked="" type="checkbox"/> | Attached |
| 4. Recipient Resolution | | <input checked="" type="checkbox"/> N/A | <input type="checkbox"/> Attached |
| 5. CEQA Documentation | | <input type="checkbox"/> N/A | <input checked="" type="checkbox"/> Attached |

| | | | | | |
|----------------------------|---------------|-------------------------|---------------|--------------------------|---------------|
| _____ Agreement Manager | _____ Date | _____ Office Manager | _____ Date | _____ Deputy Director | _____ Date |
|----------------------------|---------------|-------------------------|---------------|--------------------------|---------------|

Exhibit A SCOPE OF WORK

TECHNICAL TASK LIST

| Task # | CPR | Task Name |
|--------|-----|--|
| 1 | | Administration |
| 2 | | Tahoe-Truckee PEV Coordinating Council (PEVCC) |
| 3 | X | PEV Assessment |
| 4 | | Sector Specific Toolkits and Outreach Strategy |
| 5 | | Tahoe-Truckee Regional PEV Readiness Plan |

GLOSSARY

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

| Term/ Acronym | Definition |
|------------------|--|
| ARFVTP | Alternative and Renewable Vehicle and Technology Program |
| CAM | Commission Agreement Manager |
| CPR | Critical Project Review |
| FTD | Fuels and Transportation Division |
| PEV | Plug-in Electric Vehicle |
| PEVCC | Plug-in Electric Vehicle Coordinating Council |
| Recipient | Tahoe Regional Planning Agency |
| TRPA | Tahoe Regional Planning Agency |

Background

Assembly Bill 118 (Núñez, Chapter 750, Statutes of 2007), created the Alternative and Renewable Fuel and Vehicle Technology (ARFVT) Program. The statute, subsequently amended by AB 109 (Núñez Chapter 313, Statutes of 2008), authorizes the Energy Commission to develop and deploy alternative and renewable fuels and advanced transportation technologies to help attain the state's climate change policies. 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-14-607 to fund Zero Emission Vehicle Readiness activities. To be eligible for funding under PON-14-607, the projects must also be consistent with the Energy Commission's ARFVT Investment Plan updated annually. In response to PON-14-607, the Recipient submitted application number 10, which was proposed for funding in the Energy Commission's Notice of Proposed Awards on March 17, 2015, and is incorporated by reference to this Agreement in its entirety.

In the event of any conflict or inconsistency between the terms of the Solicitation and the terms of the Recipient's Application, the Solicitation shall control. In the event of any conflict or inconsistency between the Recipient's Application and the terms of the Energy Commission's Award, the Energy Commission's Award shall control. Similarly, in the event of any conflict or inconsistency between the terms of this Agreement and the Recipient's Application, the terms of this Agreement shall control.

Problem Statement

The Tahoe-Truckee Region is a popular place to live, work, and visit located between Sacramento and Reno on I-80 and between Sacramento and Carson City on Hwy 50. The Tahoe-Truckee Region is made up of two states (California and Nevada), six counties (El Dorado, Placer, Nevada, Douglas, Washoe, and Sierra), one city (South Lake Tahoe), and one town (Town of Truckee). The region only has about 77,000 full-time residents but sees an influx of approximately 11 million total annual visitors, with about 6.5 million driving from the Bay Area and Sacramento/Tahoe corridor regions. Tahoe-Truckee also has a high number of second homes; in some Tahoe communities, second homeownership is 70%. The Tahoe-Truckee region is heavily influenced by trends in the Sacramento and Bay Area regions.

The Tahoe-Truckee Region is not just a tourist destination. The Region is strategically located on the 'electric highway' (a key stop on the I-80 and 50 corridors) and is a gateway to the Northern and Eastern Sierra regions. Because of its location, the Tahoe-Truckee Region is a PEV corridor, gateway, and destination – making it unique in its PEV infrastructure needs. Not only does the region need to make PEV travel within the region convenient and efficient, it also needs to ensure that visitors and second-homeowners – whose ownership of PEVs in the Bay Area and Sacramento regions is increasing - can get to Truckee-Tahoe in their PEVs. Putting Tahoe-Truckee on the PEV map would also open up large areas of the Sierra Nevada and North-Eastern California that are currently inaccessible to PEVs. Once equipped with a Regional PEV Readiness Plan to direct and ensure strategic and effective outreach and infrastructure development, the Tahoe-Truckee Region could play a key role in getting more Californians to drive PEVs.

Furthermore, transportation is one of the largest emitters of greenhouse gases in the region. The region has a goal of a 15% reduction in GHG emissions by 2020. Building out the region's PEV infrastructure will go a long way to getting us closer to the overall reduction target.

The rise in PEVs is already being experienced in Tahoe-Truckee – charging stations are popping up all over the region, from a Tesla Super Charging station in Truckee (equipped with 6 fast charging stations), to new charging stations at local resorts, to new charging stations in hotels and casinos around Lake Tahoe. Local residents are starting to purchase PEVs and local utilities are testing PEV's in their fleets. The announcement of the Tesla Giga Factory in Reno has also added to the local buzz about PEVs.

The current demand for PEV infrastructure within and through the region is obvious. The challenge is that it is occurring in an ad hoc and uncoordinated fashion. Additionally, the infrastructure to enable convenient travel to/from and within the region is limited. Finally, the region lacks accurate, region-specific data and market analysis on PEVs. Putting the Tahoe-Truckee region and the I-80 and Hwy 50 corridors on the map as a PEV-ready region could greatly benefit the economy and environment of both the local communities, surrounding regions, and could fill in a key gap in California's 'electric highway'.

Finally, because of its small permanent resident population that also supports a destination, corridor, and gateway, a Tahoe-Truckee PEV Plan could be replicated not only in other rural regions, but also in other tourist destinations that are popular with California's large metro areas.

Goal of the Agreement

The goal of the Project is to make the Tahoe-Truckee Region 'PEV-ready' by developing a Tahoe-Truckee Regional PEV Readiness Plan that identifies, reduces and resolves barriers to the widespread deployment of private and public PEV infrastructure, in part, by leveraging previous PEV efforts inside and outside the region and bringing outside expertise into the region.

Objectives of the Agreement

- Create a venue for stakeholder coordination and to gain input from key stakeholders on the Plan and implementation of the Plan;
- Assess the current state of PEV in the region with regard to funding and incentives available, policies and training programs in place, and available data on PEV infrastructure;

- Identify PEV gaps (infrastructure, policy, funding, and training);
- Develop region-specific data on future PEV use;
- Create sector-specific toolkits;
- Address the identified needs and challenges in the Plan; and
- Develop an outreach strategy to facilitate the implementation of the Plan.

PROJECT TASKS

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 Products:

- Updated Schedule of Products
- Updated List of Match Funds
- Updated List of Permits

Commission Agreement Manager 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 Commission Agreement Manager 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) 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 Commission Grants Office Officer, and the Commission Agreement Manager. 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 Commission Agreement Manager.
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 Commission Agreement Manager will determine the appropriate meeting participants.
The administrative portion of the meeting shall be a discussion with the Commission Agreement Manager 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 Commission Agreement Manager 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 Commission Agreement Manager 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 Commission Agreement Manager if during the course of the Agreement additional match funds are received.
- Notify the Commission Agreement Manager 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 Commission Agreement Manager 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 Commission Agreement Manager.
- As permits are obtained, send a copy of each approved permit to the Commission Agreement Manager.
- If during the course of the Agreement permits are not obtained on time or are denied, notify the Commission Agreement Manager 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 Commission Agreement Manager 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 TAHOE-TRUCKEE PEV COORDINATING COUNCIL

The goal of this task is to create a regional PEV Coordinating Council. The PEVCC will be a coordinating body for PEV stakeholders in the region and in adjacent regions to discuss challenges and best practices, interface with other regional groups, offer peer-to-peer exchange, and provide input on the Plan.

The Recipient shall:

- Coordinate, lead, facilitate, and staff a regional PEV Coordinating Council.
- Meet quarterly.

Products:

- PEVCC mission statement, charter, defined goals and defined domains of activities for coalition members
- PEVCC Membership List
- Agendas
- Schedule of Meetings and Topics to Cover
- Table of Barriers Identified and Addressed

TASK 3 ALTERNATIVE FUEL READINESS ASSESSMENT

The goal of this task is to conduct a PEV Assessment (Assessment) to inform the development of the Regional PEV Readiness Plan (Plan).

The Recipient shall:

- Procure subcontractor through a competitive bidding process to conduct PEV Assessment which will include the following tasks.
 - Describe the planning region, status of PEVs and charging infrastructure in the region, barriers to PEV adoption, and strategies to advance PEV adoption.
 - Review existing policies, programs, plans, studies, training programs, and outreach activities/events.
 - Identify existing and potential funding opportunities, incentives, and rebates.
 - Collect data on PEVs in the Tahoe-Truckee region.
 - Collect data on PEVs in adjacent regions.
 - Survey key stakeholders.
 - Leverage existing plans, efforts, and data sources.
 - Evaluate the current state of PEV readiness and identifying potential areas of improvement as well as tangible best practices developed throughout the Tahoe-Truckee region, California, and the world.
 - Address the following areas: zoning and parking, streamlining permitting and inspection, building codes, training and education, outreach to local businesses and residents, and funding.
 - Estimate number of PEVs for the planning period in the region.

Products:

- Existing Conditions Report
- PEV Gap Analysis
- PEV Assessment

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

TASK 4 SECTOR-SPECIFIC TOOLKITS AND OUTREACH STRATEGY

The goal of this task is to provide resources for key sectors that play a role in PEV readiness in the Tahoe-Truckee region.

The Recipient shall:

- Procure subcontractor through a competitive bidding process.
- Develop “toolkits” to support the use of PEV and PEV infrastructure. The toolkit shall provide stakeholders with funding strategies, best practices, available training, and outreach materials.
- Develop and deploy an outreach strategy to aid in the dissemination of the toolkits and implementation of the Plan.

Products:

- Sector-Specific PEV “Toolkits”
- Outreach Strategy

TASK 5 TAHOE-TRUCKEE REGIONAL PEV READINESS PLAN

The goal of this task to develop a PEV Readiness Plan for the Tahoe-Truckee region. The Plan will provide a comprehensive approach to increasing destination, gateway, workplace, and corridor PEV by fleets and individuals in the Tahoe-Truckee region, in addition to giving visitors the ability to travel to and within the region with their PEVs.

The Recipient shall:

- Procure subcontractor through a competitive bidding process.
- Develop plan that will provide a comprehensive approach to increasing destination, gateway, workplace, and corridor PEV by fleets and individuals in the Tahoe-Truckee region, in addition to giving visitors the ability to travel to and within the region with their PEVs.
 - Include targets for PEVs and the associated air quality benefits that would support the region's sustainability goals as outlined in the TRPA's Sustainable Communities Strategy and Sustainability Action Plan.
- Host public workshop.

Products:

- PEV Readiness Plan Outline
- Draft PEV Readiness Plan
- Public Workshop Agenda and Meeting Materials
- Final PEV Readiness Plan

STATE OF CALIFORNIA

STATE ENERGY RESOURCES
CONSERVATION AND DEVELOPMENT COMMISSION

RESOLUTION - RE: TAHOE REGIONAL PLANNING AGENCY

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

RESOLVED, that the Energy Commission approves Agreement ARV-14-056 from PON-14-607 with the **Tahoe Regional Planning Agency** for a **\$200,000** grant to develop a Tahoe-Truckee Regional PEV Readiness Plan through coordinated engagement with PEV partners and stakeholders. The plan will establish the existing conditions and identify the key needs in the Tahoe-Truckee region to prepare for and coordinate PEV infrastructure deployment; 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 May 13, 2015.

AYE: [List of Commissioners]

NAY: [List of Commissioners]

ABSENT: [List of Commissioners]

ABSTAIN: [List of Commissioners]

Harriet Kallemeyn,
Secretariat