

GRANT REQUEST FORM (GRF)

CEC-270 (Revised 10/2015)

CALIFORNIA ENERGY COMMISSION

New Agreement ARV-15-063 (To be completed by CGL Office)

| Division | Agreement Manager: | MS- | Phone |
|---------------------------------------|--------------------|-----|--------------|
| 600 Fuels and Transportation Division | Brian Fauble | 6 | 916-654-3974 |

| Recipient's Legal Name | Federal ID Number |
|------------------------|-------------------|
| ChargePoint, Inc. | 26-1080576 |

| Title of Project |
|---|
| Central California Express Corridor Project |

| Term and Amount | Start Date | End Date | Amount |
|-----------------|--------------|---------------|------------|
| | 5 / 1 / 2016 | 3 / 31 / 2019 | \$ 698,603 |

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

| | | | |
|--------------------------------|---------------|----------------------------------|--|
| Proposed Business Meeting Date | 4 / 13 / 2016 | <input type="checkbox"/> Consent | <input checked="" type="checkbox"/> Discussion |
| Business Meeting Presenter | Thanh Lopez | Time Needed: | 5 minutes |

Please select one list serve. Altfuels (AB118- ARFVTP)

Agenda Item Subject and Description

Proposed resolution approving Agreement ARV-15-063 with ChargePoint, Inc. for a \$698,603 grant to deploy eight electric vehicle charging stations (consisting of four DC fast chargers and four level 2 electric vehicle charging stations) at 4 sites between south of Sacramento to north of Wheeler Ridge along Interstate 5.



California Environmental Quality Act (CEQA) Compliance

1. Is Agreement considered a "Project" under CEQA?
 Yes (skip to question 2) No (complete the following (PRC 21065 and 14 CCR 15378)):
 Explain why Agreement is not considered a "Project":
 Agreement will not cause direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment because _____.

2. If Agreement is considered a "Project" under CEQA:
 a) Agreement **IS** exempt. (Attach draft NOE)
 Statutory Exemption. List PRC and/or CCR section number:

Categorical Exemption. List CCR section number: §15301 "Existing Facilities", §15303 "New Construction or Conversion of Small Structures", §15304 "Minor Alterations to Land"

Common Sense Exemption. 14 CCR 15061 (b) (3)
 Explain reason why Agreement is exempt under the above section:

Cal. Code Regs., tit. 14, sec. 15301 provides that projects which consist of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, and which involve negligible or no expansion of use beyond that existing at the time of the lead agency's determination, are categorically exempt from the provisions of the California Environmental Quality Act. This project involves installation of four electric vehicle direct current fast charging stations and four level 2 electric vehicle charging stations at four existing facilities. Specifically, the fast charging equipment to be installed is approximately the size of a payphone and the level two charging equipment is approximately the size of a parking meter. The existing facilities include three gas stations, and one hotel, all commercially zoned to serve the public. At all four existing sites, the electric vehicle charging stations will be installed on existing paved parking lots and connect to existing electrical panels. Therefore, the project falls within section 15301 and will not have a significant effect on the environment.

Cal. Code Regs., tit. 14, sec. 15303 provides that projects which consist of construction and location of limited numbers of new, small facilities or structures; installation of small new equipment and facilities in small structures; and the conversion of existing small structures from one use to another where only minor modifications are made in the exterior of the structure, are categorically exempt from the provisions of CEQA. This project consists of installation of new small equipment to the existing site. Specifically, the fast charging equipment to be installed is approximately the size of a pay phone and the level two charging equipment is the size of a parking meter. All the equipment will be installed in existing, paved parking lots. Therefore, the project falls within section 15303 and will not have a significant effect on the environment.

Cal. Code Regs., tit. 14, sect. 15304 provides that projects which consist of minor public or private alterations in the condition of land, water, and/or vegetation which do not involve removal of healthy, mature, scenic trees except for forestry and agricultural purposes are categorically exempt from the provisions of CEQA. In this project, minor trenching may be necessary to lay two-inch conduit from the existing electrical panel to the charging equipment, totaling approximately 2 cubic feet per foot of distance from the electrical panel, to connect the proposed new electric vehicle charging station equipment to an existing electrical supply panel. The trenching will take place on currently paved ground, will not involve the removal of any trees, and surface will be restored. Therefore, the project falls within section 15304 and will not have a significant effect on the environment.

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 |
|----------------------------|------------|
| Black & Veatch | \$ 332,293 |
| Southern California Edison | \$ 20,000 |
| | \$ |

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

GRANT REQUEST FORM (GRF)



Legal Company Name:

Budget Information

| Funding Source | Funding Year of Appropriation | Budget List No. | Amount |
|-----------------------------------|-------------------------------|----------------------|-----------|
| ARFVTP | 14/15 | 601.118G | \$698,603 |
| Funding Source | | | \$ |
| R&D Program Area: | Select Program Area | TOTAL: \$698,603 | |
| Explanation for "Other" selection | | | |
| Reimbursement Contract #: | | Federal Agreement #: | |

| Recipient's Administrator/ Officer | | | | Recipient's Project Manager | | | |
|------------------------------------|-------------------------------|------|-----|-----------------------------|----------------------------|------|-----|
| Name: | Dedrick Roper | | | Name: | Rory Moore | | |
| Address: | 254 East Hacienda Avenue | | | Address: | 254 East Hacienda Avenue | | |
| City, State, Zip: | Campbell, CA 95008 | | | City, State, Zip: | Campbell, CA 95008 | | |
| Phone: | 408-841-4585 | Fax: | - - | Phone: | 408-841-4530 | Fax: | - - |
| E-Mail: | dedrick.roper@chargepoint.com | | | E-Mail: | rory.moore@chargepoint.com | | |

Selection Process Used

Competitive Solicitation
 First Come First Served Solicitation
 Solicitation #: GFO-15-601

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 checked="" type="checkbox"/> N/A | <input 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 | Installations |
| 3 | | Outreach and Training |
| 4 | | Data Collection and Analysis |

GLOSSARY

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

| Term/ Acronym | Definition |
|---------------------------|---|
| AB | Assembly Bill |
| AC | Alternating Current |
| ADA | Americans with Disabilities Act |
| ARFVTP | Alternative and Renewable Fuel and Vehicle Technology Program |
| CAM | Commission Agreement Manager |
| CCS | Combined Charging System |
| CHAdEMO | CHAdEMO is the trade name of a quick charging method for battery electric vehicles delivering up to 62.5 kW of high-voltage direct current via a special electrical connector. |
| CPR | Critical Project Review |
| DC | Direct Current |
| Disadvantaged Communities | Disadvantaged Communities as identified in the California Communities Environmental Health Screening Tool: CalEnviroScreen Version 2.0 (CalEnviroScreen 2.0) as developed by the Office of Environmental Health Hazard Assessment in the California Environmental Protection Agency. http://oehha.ca.gov/ej/ces2.html |
| Dual Standard | Having both CHAdEMO and SAE CCS charging standards |
| EV | Electric Vehicle |
| FTD | Fuels and Transportation Division |
| I-5 | Interstate 5 |
| kW | Kilowatt |
| kWh | Kilowatt-hour |
| Recipient | ChargePoint |

| Term/ Acronym | Definition |
|------------------|---------------------------------|
| SAE | Society of Automotive Engineers |
| V | Volt |

Background

Assembly Bill (AB) 118 (Núñez, Chapter 750, Statutes of 2007), created the 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-authorized the ARFVTP through January 1, 2024, and specified 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 ARFVT Program has an annual budget of approximately \$100 million and provides financial support for projects that:

- Reduce California’s use and dependence on petroleum transportation fuels and increase the use of alternative and renewable fuels and advanced vehicle technologies.
- Produce sustainable alternative and renewable low-carbon fuels in California.
- Expand alternative fueling infrastructure and fueling stations.
- Improve the efficiency, performance and market viability of alternative light-, medium-, and heavy-duty vehicle technologies.
- Retrofit medium- and heavy-duty on-road and non-road vehicle fleets to alternative technologies or fuel use.
- Expand the alternative fueling infrastructure available to existing fleets, public transit, and transportation corridors.
- Establish workforce training programs and conduct public outreach on the benefits of alternative transportation fuels and vehicle technologies.

The Energy Commission issued solicitation GFO-15-601 to fund projects that will install Direct Current (DC) fast charging stations on Interstate 5 (I-5), State Route 99 (SR 99), and along United States Highway 101 (US-101) from San Jose traveling south in California to Buellton. To be eligible for funding under GFO-15-601, the projects must also be consistent with the Energy Commission’s ARFVTP Investment Plan updated annually. In response to GFO-15-601, ChargePoint, Inc. (Recipient) submitted application number 13, which was proposed for funding in the Energy Commission’s Notice of Proposed Awards on February 16, 2016. Recipient’s application # 13 and GFO-15-601 are hereby incorporated by reference into this Agreement in their entirety.

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

Problem Statement:

One of the most important strategies encouraging the widespread adoption of the Electric Vehicle (EV) by the general public is the deployment of an extensive charging infrastructure, particularly along high-visibility highway corridors such as Interstate 5 (I-5). In 2013 the Governors of California, Washington, Oregon, and British Columbia signed an agreement to, among other things, build a network of Direct Current (DC) fast charging stations located every 25 to 50 miles along I-5 and other major roadways. California still has many gaps between DC fast charging stations on I-5 that continue to hinder the widespread adoption of EVs by failing to increase EV driver's range confidence with charging infrastructure.

Goals of the Agreement:

The goal of this agreement is to provide easy public access to DC fast charging and level 2 charging stations along Interstate 5 from south of the City of Sacramento to north of Wheeler Ridge (the "Corridor") to allow EV drivers to travel the entire length of the Corridor.

Objectives of the Agreement:

The objectives of this Agreement are to:

- Install, at each of four sites along the corridor:
 - One networked, dual-connector, single active port, 50-kW DC fast charge station with both CHAdeMO and Society of Automotive Engineers (SAE) Combined Charging System (CCS) connectors
 - One networked, dual-port J1772-compliant Level-2 charger
 - One expansion stub out that will include 2-inch minimum spare conduit run with pull robe that is sized, installed, and located per the National Electrical Code for future installation of wiring supporting up to a 480 Volt (V) Alternating Current (AC), 4-wire, 125 kilowatt (kW) load
 - Lighting
 - Security monitoring equipment
 - Highway and trailblazer signage
- Install the following at the designated "Showcase Site(s)":
 - One dashboard with meter
- Coordinate with the Regional EV Coordinating Council to hold site ribbon-cuttings and release press and media notifications announcing the availability of new EV Charging and EVSE training to first responders.
- Perform outreach to stakeholders about station commissioning and the West Coast Electric Highway.

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 Commission Agreement Officer (CAO), and a representative of the Energy Commission Accounting Office. The Recipient shall bring their Project Manager, Agreement Administrator, Accounting Officer, and any others determined necessary by the Recipient or specifically

requested by the CAM to this meeting.

- Discuss the following administrative and technical aspects of this Agreement:
 - Agreement Terms and Conditions
 - Critical Project Review (Task 1.2)
 - Match fund documentation (Task 1.6) No reimbursable work may be done until this documentation is in place
 - Permit documentation (Task 1.7)
 - Subcontracts needed to carry out project (Task 1.8)
 - The CAM's expectations for accomplishing tasks described in the Scope of Work
 - An updated Schedule of Products and Due Dates
 - Monthly Progress Reports (Task 1.4)
 - Technical Products (Product Guidelines located in Section 5 of the Terms and Conditions)
 - Final Report (Task 1.5)

Recipient Products:

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

CAM Product:

- Kick-Off Meeting Agenda

Task 1.2 Critical Project Review (CPR) Meetings

CPRs provide the opportunity for frank discussions between the Energy Commission and the Recipient. The goal of this task is to determine if the project should continue to receive Energy Commission funding to complete this Agreement and to identify any needed modifications to the tasks, products, schedule or budget.

The CAM may schedule CPR meetings as necessary, and meeting costs will be borne by the Recipient.

A CPR Meeting is scheduled to be held after the completion of Task 2 and additional CPR meeting may be scheduled if necessary.

Meeting participants include the CAM and the Recipient and may include the Commission Agreement Officer, the Fuels and Transportation Division (FTD) program 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 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 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.

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.

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.

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.

Products:

- A letter regarding match funds or stating that no match funds are provided
- Copy(ies) of each match fund commitment letter(s) (if applicable)
- Letter(s) for new match funds (if applicable)
- Letter that match funds were reduced (if applicable)

Task 1.7 Identify and Obtain Required Permits

The goal of this task is to obtain all permits required for work completed under this Agreement in advance of the date they are needed to keep the Agreement schedule on track.

Permit costs and the expenses associated with obtaining permits are not reimbursable under this Agreement. Although the Energy Commission budget for this task will be zero dollars, the Recipient shall budget match funds for any expected expenditures associated with obtaining permits. Permits must be identified in writing and obtained before the Recipient can make any expenditure for which a permit is required.

The Recipient shall:

- Prepare and submit a letter documenting the permits required to conduct this Agreement and submit it to the CAM at least 2 working days prior to the kick-off meeting. If there are no permits required at the start of this Agreement, then state

such in the letter. If it is known at the beginning of the Agreement that permits will be required during the course of the Agreement, provide in the letter:

- A list of the permits that identifies the:
 - Type of permit
 - Name, address and telephone number of the permitting jurisdictions or lead agencies
- The schedule the Recipient will follow in applying for and obtaining these permits
- Discuss the list of permits and the schedule for obtaining them at the kick-off meeting and develop a timetable for submitting the updated list, schedule and the copies of the permits. The implications to the Agreement if the permits are not obtained in a timely fashion or are denied will also be discussed. If applicable, permits will be included as a line item in the Progress Reports and will be a topic at CPR meetings.
- If during the course of the Agreement additional permits become necessary, provide the appropriate information on each permit and an updated schedule to the CAM.
- As permits are obtained, send a copy of each approved permit to the CAM.
- If during the course of the Agreement permits are not obtained on time or are denied, notify the CAM within 5 working days. Either of these events may trigger an additional CPR.

Products:

- Letter documenting the permits or stating that no permits are required
- A copy of each approved permit (if applicable)
- Updated list of permits as they change during the term of the Agreement (if applicable)
- Updated schedule for acquiring permits as changes occur during the term of the Agreement (if applicable)
- A copy of each final approved permit (if applicable)

Task 1.8 Obtain and Execute Subcontracts

The goal of this task is to ensure quality products and to procure subcontractors required to carry out the tasks under this Agreement consistent with the Agreement Terms and Conditions and the Recipient's own procurement policies and procedures. It will also provide the Energy Commission an opportunity to review the subcontracts to ensure that the tasks are consistent with this Agreement, and that the budgeted expenditures are reasonable and consistent with applicable cost principles.

The Recipient shall:

- Manage and coordinate subcontractor activities.
- Submit a draft of each subcontract required to conduct the work under this Agreement to the CAM for review.
- Submit a final copy of the executed subcontract.

- If Recipient decides to add new subcontractors, then the Recipient shall notify the CAM.

Products:

- Draft subcontracts
- Final subcontracts

TECHNICAL TASKS

TASK 2 INSTALLATIONS

TASK 2.1 Pre-Construction and Engineering

The goal of this task is to coordinate pre-construction and installation activities among all project partners for each of the following 4 sites. The 4 charging sites are:

| | Site Location | Dual Standard DC Fast Charger | Dual Port J1772 Station |
|----|--|--------------------------------------|--------------------------------|
| 1. | 140 Lathrop Road, Lathrop, CA 95330 | 1 | 1 |
| 2. | 12754 California 33, Gustine, CA 95322 | 1 | 1 |
| 3. | 24505 West Dorris Avenue, Coalinga, CA 93210 | 1 | 1 |
| 4. | 20662 Tracy Avenue, Buttonwillow, CA 93206 | 1 | 1 |

Site Changes: Any change of one or more of the above identified charging stations sites to a new or different proposed site must be effectuated through a contract amendment.

The Recipient shall:

- Finalize site host agreements for each of the 4 sites.
- Submit to the CAM a Site Assessment of each of the 4 sites, which shall include but not be limited to necessary site preparation activities.
- Finalize and submit Site Drawings and Installation Plan for each of the proposed sites.
- Procure materials for construction.
- Verify safety, shelter, Americans with Disabilities Act (ADA) access, signage and lighting requirements are met.
- Coordinate site kick-off meetings with hosts, suppliers, subcontractors and local authorities that have jurisdiction for each site.
- Meet with project partners to track and evaluate project progress, goals, barriers, and project approach.
- Inform Caltrans of intent to install stations at proposed sites.
- Prepare and submit to the CAM a Written Notification of Readiness to Begin Installation that declares each site is completed with preconstruction and engineering activities and ready to move forward with the installations.

Products:

- Agreements with Site Hosts

- Site Assessments
- Site Drawings and Installation Plans
- Written Notification of Readiness to Begin Installation

TASK 2.2 Site Preparation & Equipment Installation

The goal of this task is to conduct site preparation and equipment installation of the networked chargers, and stub-out wiring for each of the 4 sites.

The Recipient shall:

- Utilize the Site Drawings and Installation Plans (Task 2.1) for each of the 4 charging station sites to install charging stations.
- Purchase all equipment.
- Utilize the Site Assessments to prepare each of the 4 charging station sites for installations.
- Schedule delivery of, and receive, charging systems to the 4 sites.
- Inform CalTrans of installation schedule to initiate preparation of highway signage.
- Install at each site charging equipment that meets the following specifications:
 - Sited and provisioned for public use in safe locations with 24/7 access, adequate lighting, shelter, signage, and ADA access
 - Five-year, pre-paid, parts and service maintenance plan
 - Credit card payment access
 - Remote diagnostics and remote start capabilities
 - One expansion stub out at each of the 4 sites that will include 2-inch minimum spare conduit run with pull robe that is sized, installed, and located per the National Electrical Code for future installation of wiring supporting up to a 480V AC, 4-wire, 125kW load
 - Display screens protected from malfunction due to condensation and normal local area weather conditions
 - Total actual charges for the use of electricity presented on the display screens and within the ChargePoint mobile app
 - DC fast charging equipment shall include dual connector, single port, CHAdeMO and SAE CCS connectors
 - Level 2 charging equipment will have two Level 2 SAE J1772 connectors
 - 480V 3-phase power availability and adequate transformer capacity to serve installed charging stations, if available at site
- Coordinate utility interconnection, service drop, transformer sizing, service activation and billing.
- Create and submit a Signage Report documenting required trailblazing, way-finding and on-site signage that includes a clearly posted toll-free phone number for 24/7 customer support.
- Install signage in accordance with Signage Report, local jurisdictions' requirements, and CalTrans requirements.
- Inform CalTrans that trailblazer signage has been installed.
- With CalTrans, install highway and off-ramp signage.
- Develop Written Training Materials for the charging station equipment at each site, which may include, but is not limited to, how to operate the equipment; how to troubleshoot the equipment, and who to contact for specific needs.

- Deliver Written Training Materials for the charging station equipment each to Site Host.
- Provide training to site hosts based on the Written Training Materials.
- Perform final inspections and make adjustments if needed.
- Commission each system by verifying the installation meets the Site Drawings and Installation Plan (Task 2.1) and overall requirements of solicitation GFO-15-601.
- Integrate each charging station site with the ChargePoint network by confirming that each station is viewable on the nationwide station map at www.chargepoint.com.
- Prepare and submit to the CAM, the Written Notification of Intent to Operate that declares installation for the sites have been completed and are ready to be brought online, activated and available to the public for use.

Products:

- Signage Report
- Written Training Materials
- Written Notification of Intent to Operate

Task 2.3 INSTALLATION OF INNOVATIONS AT SHOWCASE SITE(S)

The goal of this task is to review the 4 installation sites and identify and select at least one site to become a “Showcase Site” on the Corridor that will include the additional installation of a dashboard and meter.

The Recipient shall:

- Purchase and install Showcase Site(s) equipment.
- Install dashboard and meter
- Engineer system integration of all equipment at Showcase Site(s).
- Deliver Written Training Materials for the dashboard and meter to each of the Showcase Site(s) host(s).
- Provide training to site host(s).
- Prepare and submit to the CAM a Written Notification of Intent to Operate Showcase Site(s).

Products:

- Written Training Materials
- Written Notification of Intent to Operate Showcase Site(s)

TASK 2.4 STATION MANAGEMENT AND MAINTENANCE

The goal of this task is to manage and maintain each of the 4 DCFC stations and 4 SAE J1772 level 2 charging stations for a minimum period of 5 years from the date of commissioning for each of the proposed DCFC and Level 2 chargers.

The Recipient shall:

- Finalize and submit Station Management and Maintenance Plans for all of the 4 sites that may include, but are not limited to, troubleshooting help, warranty information, emergency plans, and contact information for assistance.
- Formulate and execute Payment Guidelines for all stations at each of the 4 sites, which include the ability to bill charging to a credit card.

- Execute 5-year complete Maintenance Agreement for each charge station that includes, but is not limited to all parts, labor, travel, logistics and support to keep stations and associated equipment operational during the 5-year commissioning period.
- Maintain charging stations at all proposed sites.
- Provide 24/7 customer service.

Products:

- Station Management and Maintenance Plans
- Payment Guidelines
- Maintenance Agreements

A CPR Meeting is scheduled to be held after the completion of this task and additional CPR meetings may be scheduled if necessary.

Task 3 COMMUNICATIONS

Task 3.1 Rural & Disadvantaged Communities

The goal of this task is to offer, communicate, and market innovative additional value-add services to rural and disadvantaged communities that will support widespread and more equitable adoption of EVs.

The Recipient shall:

- Prepare and submit a ChargePoint University Installation Training Certification Plan.
- Offer full scholarships to veterans, residents, and businesses in rural or disadvantaged communities in ChargePoint University's Installation Training Certification Program.
- In collaboration with the regional plug-in electric vehicle coordinating council, offer training material or workshops for Emergency and First Responders in rural and disadvantaged jurisdictions.
- Offer EV101 Workshops to target local rural and disadvantaged communities along the corridor, to build awareness for EV and promote economic and environmental benefits of EV to prospective consumers.
- Package, target and implement a California Rural and Disadvantaged Community Marketing Plan to communicate innovations in EV availability and finance directed to disadvantaged communities, including:
 - Federal and State EV incentives
 - Options for businesses in rural and disadvantaged communities to finance electric vehicle charging stations
 - Options for residents in rural and disadvantaged communities to purchase discount home-based EV charging systems

Products:

- ChargePoint University Installation Training Certification Plan
- California Rural and Disadvantaged Community Marketing Plan

Task 3.2 Community Outreach and Marketing

The goal of this task is to implement an outreach and education campaign to communicate the

siting and placement of new EV infrastructure and the historic importance of the West Coast Electric Highway program.

The Recipient shall:

- Prepare and submit a Commissioning Event Plan that may include, but is not limited to, details on ribbon-cutting events.
- Plan and hold ribbon-cutting events.
- Prepare and submit a Communication Plan that includes, but is not limited to, outreach to local, regional, and national stakeholders, press releases, social media, and news stories, to communicate the siting of new EV infrastructure to local and regional communities.
- At the corridor showcase site(s), distribute communication tools highlighting innovations and benefits of renewable energy and energy storage technologies.
- Execute and submit a Branding Agreement with West Coast Electric Highway.
- Prepare and submit a West Coast Electric Highway Interpretive Signage Design Plan.
- Install West Coast Electric Highway Interpretive Signage.
- Communicate to local and regional fleet operators the availability of DC fast charging infrastructure and the plans for additional EV infrastructure.
- Integrate marketing materials supporting the West Coast Electric Highway in ChargePoint's website, social media and other communication materials.

Products:

- Commissioning Event Plan
- Communication Plan
- Branding Agreement with West Coast Electric Highway
- West Coast Electric Highway Interpretive Signage Design Plan

Task 4 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, to compare project goals and objectives with actual results and to include the data and analysis in the Final Report. Recipient will include a characterization and evaluation of the role of the corridor and charging station in meeting the objectives of California's Electric Charging Highway Corridor.

The Recipient shall:

- Develop and submit a data collection plan.
- Collect 6 months of throughput, usage, and operations data from the project, such as the following:
 - Number of charging events (actual and/or estimated) for each charger over a defined period of time
 - Amount of electricity (actual, averaged, and/or estimated) used per charging event over a defined period of time
 - Types of users (such as local drivers, commuters, long-distance travelers)
 - Estimated cumulative miles driven per defined period of time
 - Charging availability (charging units connected to a vehicle vs. time of day)

- Charging demand (aggregated electricity demand vs. time of day)
- Plug time, disconnect time, length of time charging, length of time connected, kW provided; per charging event and aggregate
- Gallons of gasoline and/or diesel fuel displaced and greenhouse gas reduction
- Troubleshoot any issues that occurred during the planning of the charging sites, installation of the charging stations, and operation (including maintenance issues) of the chargers.
- Provide a quantified estimate of the project's carbon intensity values for life-cycle greenhouse gas emissions and the methodology used to provide estimate.
- Compare any expectations provided in the proposal to Energy Commission with actual project performance and accomplishments.

Products:

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

STATE OF CALIFORNIA

STATE ENERGY RESOURCES
CONSERVATION AND DEVELOPMENT COMMISSION

RESOLUTION - RE: CHARGEPOINT, INC.

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

RESOLVED, that the Energy Commission approves Agreement ARV-15-063 from GFO-15-601 with ChargePoint, Inc. for a \$698,603 grant to deploy eight electric vehicle charging stations (consisting of four DC fast chargers and four level 2 electric vehicle charging stations) at four sites between south of Sacramento to north of Wheeler Ridge along Interstate 5; 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 April 13, 2016.

AYE: [List of Commissioners]

NAY: [List of Commissioners]

ABSENT: [List of Commissioners]

ABSTAIN: [List of Commissioners]

Cody Goldthrite,
Secretariat