

**Questions, Answers and Clarifications**  
**Electric Vehicle Charging Infrastructure Solicitation**  
**PON-13-606**

Alternative and Renewable Fuel and Vehicle Technology Program  
California Energy Commission  
December 18, 2013

<b>General Questions</b>	
Q.1	Under each category requirement the solicitation states, "The electric vehicle supply equipment must be able, at a minimum, to accept credit cards as payment for the electricity." Could you please let us know if the electric vehicle charging equipment needs to have a credit card reader on board the unit or is it acceptable that drivers are required to dial into a call center to make a credit card payment? Is this requirement that a credit card must be swiped at the EVSE, or would a phone service or smart phone application that uses a credit card fulfill this requirement? Do the specifics of the fees being required of users to pay to use the equipment have to be included in the plan?
A.1	<i>The Solicitation has been amended to read, "If payment is required, the electric vehicle supply equipment must be able, at a minimum, to accept credit cards as payment for the electricity."</i>  <i>If the publicly accessible charging equipment requires payment, there must be some mechanism for payment accessible to all users. Language is left open to allow proposer to determine mechanism they want to use. The requirement is not prescriptive. Please provide sufficient detail of the payment mechanism to allow evaluation.</i>  <i>This requirement is compliant with Senate Bill 454 (Corbett, Chapter 418, Statutes of 2013).</i>
Q.2	For publicly accessible chargers, does there have to be a fee option? If free charging is currently being offered, do we still have to layer on the expense of a credit card reader?
A.2	<i>The Solicitation has been amended to read, "If payment is required, the electric vehicle supply equipment must be able, at a minimum, to accept credit cards as payment for the electricity."</i>
Q.3	Under each category requirement, it states, "The electric vehicle supply equipment must use an open source protocol as a basic framework for purposes of network interoperability. Any proprietary protocol may additionally be superimposed on the system, provided the site owner is able to revert to the open protocol." Could you please let us know what open source protocol is recommended? Could you please also describe what constitutes "a basic framework for purposes of network interoperability"? What type of open source protocol is recommended? Do you want full open source protocol access to the units (to allow fault tracking and such) or just to a control unit?
A.3	<i>The Solicitation has been amended to replace "open source protocol" with "open standard protocol."</i>
Q.4	Can open source protocol be connected to a controller that then uses proprietary communication to the charging stations?
A.4	<i>The Solicitation has been amended to replace "open source protocol" with "open standard protocol." You may use proprietary communication, but the system should be able to revert to</i>

	<i>an open standard protocol.</i>
Q.5	Regarding EVSE's having to use open source protocol, do we have to be a networked EVSE?
A.5	<i>The Solicitation has been amended to replace "open source protocol" with "open standard protocol." There is no requirement that the provider be a networked EVSE.</i>
Q.6	Under Category IV for MUDS, the match requirement is 50% of requested funding, but under Category III for MUDs, the match requirement is only 10% of requested funding. Please explain the thought process on this.
A.6	<i>Category III is designed to encourage MUDs where all units are rentals. It anticipates situations where building management may not have funding available to install chargers and requires a small match. However, the maximum award and the total funding within that category is also limited.</i>
Q.7	Was the original intention to not have Level 1 charging in either workplace proposals?
A.7	<i>The Solicitation is amended to include Level 1 charging in all categories.</i>
Q.8	Both Category I and Category II workplace charging state in the PON "workplaces that do not currently have EVSE." The comments for the university question were different however. Please clarify what is meant by workplaces that do not currently have EVSE.
A.8	<i>The solicitation has been amended to more clearly state the intention of the section. For example, in a large parking area for a company that has several buildings, charging may be located close to one of the buildings. However, another building may use a different area of the parking lot with a different ingress. A charging site convenient to that ingress and building may be requested. The proposer should explain the situation in sufficient detail so that it is clear to the reviewer that the requested site is unique.</i>  <i>The intent is not to add more chargers at a workplace location where there are already chargers, but to establish new workplace charging locations.</i>
Q.9	Can a proposal include optional features? For example, would a proposal to install chargers on 2 sites with 6 chargers (3 per site) be considered separate proposals or just one proposal? Can a proposal say a site might benefit from 3 chargers or just 2 chargers?
A.9	<i>Applications must be for specific, discreet projects. An application cannot propose several potential combinations or variations of the same project. Applications will be evaluated and scored in their entirety based on the proposed project in the application.</i>
Q.10	Would prospective sites need estimates or are letters of support sufficient?
A.10	<i>The proposer will need sufficient information to fulfill the budget sheet requirements. Projects documenting costs through actual estimates may score higher under the Project Budget criterion.</i>
Q.11	For the maintenance plan under Category I, should that be a standalone document or part of the narrative? Should the maintenance plan be for the length of time of the grant application? Who should be responsible for the plan? The manufacturer, site owner, or both?
A.11	<i>The maintenance plan may be part of the narrative, but should be described in sufficient detail to allow the reviewer to evaluate the plan. The maintenance plan may only be enforced during the term of the agreement, but should be written to have a life beyond the term of the agreement. Please refer to the scoring criteria for the solicitation.</i>
Q.12	Under Category I, is a University a non-profit or public agency?
A.12	<i>A public university is a public agency.</i>

Q.13	For Category I, if a charger serves multiple purposes, do we need to identify a primary purpose?
A.13	<i>No primary purpose is required for Category I. A charger may serve multiple purposes. However, describe the multiple purposes in adequate detail for the reviewer.</i>
Q.14	The solicitation states that a charger must be Level 2 or DC fast charger. Is it possible to not include DC Fast charging?
A.14	<i>Any combination of any or all Level 1, Level 2, or DC fast chargers is allowable.</i>
Q.15	In the Solicitation, the last bullet under Destination Charging on page 9 states, "The Applicant must include a plan to optimize the use of the charging site to allow more than one EV to use the charging equipment beyond a reasonable period of time." What do you mean by this statement?
A.15	<i>Since these are public chargers, applicant must provide some plan to allow optimum usage and include in the plan some method to alert vehicle owners when others are waiting to use the chargers.</i>
Q.16	As a UC, it sounds like there has been a pre-negotiated agreement that would cover all UC campuses?
A.16	<i>There are pre-negotiated terms and conditions. The statement of work, budget, and other portions of the agreement are not pre-negotiated. As stated on page 8 of the solicitation, the pre-negotiated terms and conditions are applicable to the University of California and national laboratories. If used, the portions of the pre-negotiated terms and conditions will be changed to replace references to Public Interest Energy Research Program with references to the Alternative and Renewable Fuel and Vehicle Technology Program.</i>
Q.17	Is a parking lot that is only available to employees during daytime business hours, but is available to the general public during evening hours and weekends considered publicly accessible?
A.17	<i>In order to be considered publicly accessible, the public cannot be restricted to only certain days and hours. The applicant can use Category II where some restrictions apply to use. The proposal should clearly describe the situation so the reviewer can correctly evaluate the situation.</i>
Q.18	In cases where public access to EVSE is required, is a parking lot that requires a permit for a fee eligible provided the general public can purchase a permit?
A.18	<i>Yes.</i>
Q.19	Is it likely that there will be another round of funding next year?
A.19	<i>There are funds currently identified for electric vehicle charging in the draft of the Investment Plan for 2014-15. Staff does not know when the next solicitation will take place or what the focus will be of any future solicitation.</i>
Q.20	Can funding be used on federal land located in California?
A.20	<i>Yes.</i>
Q.21	Will there be any geographic minimums?
A.21	<i>No.</i>
Q.22	Will there be set aside for Environmental Justice (EJ) areas or Disadvantaged Communities?
A.22	<i>No.</i>

Q.23	Would solarizing EVCs, tracking the load that they place on the grid be fundable along with Category I or III?
A.23	<i>No.</i>
Q.24	How do we handle installation with regard to disabled access? I understand the requirements are not yet set and that there is at least one lawsuit for noncompliance.
A.24	<i>All projects funded under this solicitation must comply with all applicable federal, state, and local laws, regulations, and ordinances, including disability access. The funding recipient is responsible for ensuring compliance which may include, at a minimum, consulting with an attorney in interpreting applicable law.</i>
Q.25	Is marketing and outreach of the site an allowable administrative cost?
A.25	<i>No.</i>
Q.26	Is it mandatory for the non-profit organization to directly operate the charging services equipment? Or is it acceptable for the non-profit organization to contract the operation to a for-profit entity? Is there any restriction on the terms of such contracts, for example on the amount contracted for the services?
A.26	<i>No. Non-profit organizations may contract the operation of the charging equipment to a for-profit subcontractor. Major subcontractors (those exceeding \$100,000 or 25% of grant amount) require additional budget details. Please see the solicitation and Terms and Conditions for complete subcontractor requirements.</i>
Q.27	Does the same answer apply to discrete services related to the charging equipment, e.g., maintenance?
A.27	<i>Yes.</i>
Q.28	For MUDs that are tenant owned, parking spaces are usually assigned, so there will be a challenge here. There are centralized costs that apply to all parking spaces that need to be addressed. If the project that is being funded is common to many parking spaces, is that eligible? In a project where the spaces are assigned, can the PON be applied to a panel for parking spaces instead of just one in particular?
A.28	<i>The charging equipment must not be located in parking spaces that are assigned to specific units. The solicitation was amended to allow the charging station to be located on property adjacent to the MUD property. This may provide another option.</i>
Q.29	Are there any restrictions on the disposition of profits generated from charging services provided by equipment purchased with CEC funds?
A.29	<i>No.</i>
Q.30	Would it be acceptable to transfer title of the equipment to a for-profit entity after the formal project period comes to an end?
A.30	<i>Disposition of equipment purchased with Energy Commission funding will be determined at the end of the formal grant period. Typically, if equipment continues to be utilized for the original purpose of the grant agreement, then the recipient may be allowed to retain the equipment or transfer title of the equipment if necessary.</i>
<b>Eligible Projects</b>	
Q.31	If the California State Parks apply for funding to install EVSE on park units, are we limited to 3 applications? Is the requirement three applications per applicant?
A.31	<i>The Solicitation has been amended to remove the 3 applications per applicant restriction.</i>

Q.32	On the eligibility table it states there are no restrictions under the MUD category. However, later in the solicitation under the MUD category it suggests that public agencies can't apply and that only the property manager or owner can apply. Can a public agency apply?
A.32	<i>Categories III and IV have no restrictions regarding eligible applicants. For Categories I and II, non-profit organizations and public agencies may apply with an appropriate letter of support or partnership. The solicitation was amended to allow the charging station to be located on property adjacent to the MUD property.</i>
Q.33	Regarding performance for MUDs, are you looking strictly for usage data or customer feedback?
A.33	<i>For categories III and IV, the intent of the category is to provide deployment with a case study. It is up to the applicant to determine what will be used for the case study.</i>
Q.34	The current solicitation requires Level 2 and/or DC fast charging for workplace situations. Experience in the PEV community shows that Level 1 charging is a cost effective option for workplace charging. Could Level 1 charging also qualify for workplace situations? Can Level 1 charging be used in Category II - workplaces without public access? Please clarify in which categories it is acceptable to have Level 1 charging.
A.34	<i>The Solicitation is amended to include Level 1 charging in all categories.</i>
Q.35	Would mixed use cases qualify under Category I workplace charging criteria, where Level 2 and Level 1 chargers are bundled, with only the Level 2 chargers being publicly accessible? This case may include managed charging between the set of Level 1 and Level 2 chargers.
A.35	<i>The Solicitation is amended to include Level 1 charging in all categories.</i>
Q.36	In a location currently with Level 2 chargers, we would like to expand the location with a DC Fast Charger. Is that eligible? Or does the site have to have no chargers in place?
A.36	<i>The solicitation has been amended to more clearly state the intention of the section. For example, in a large parking area for a company that has several buildings, charging may be located close to one of the buildings. However, another building may use a different area of the parking lot with a different ingress. A charging site convenient to that ingress and building may be requested. The proposer should explain the situation in sufficient detail so that it is clear to the reviewer that the requested site is unique.</i>  <i>The intent is not to add more chargers at a workplace parking area where charging currently exists, but to establish new workplace charging areas.</i>
Q.37	Under Category I, would a shopping center qualify as a unique urban destination site?
A.37	<i>Yes.</i>
Q.38	Can a private business open its chargers for public use for Category II funding?
A.38	<i>Yes. Category II does not restrict the applicant to private charging only, it just provides a category to allow the situation to exist.</i>
Q.39	Would unassigned parking spaces in a Hotel open to guests or employee parking be considered workplace charging with public access?
A.39	<i>If employees have equal access to the parking spots, it may be considered workplace charging. In order to be considered publicly accessible, the public cannot be restricted to only certain days and hours. The applicant can use Category II where some restrictions apply to use. The proposal should clearly describe the situation so the reviewer can correctly evaluate the situation.</i>

Q.40	We would like to install EV charging stations for our motor pool to be utilized by County vehicles. Just to clarify, would this fall under Category II?
A.40	<i>If employees have equal access to the parking spots, it may be considered workplace charging. In order to be considered publicly accessible, the public cannot be restricted to only certain days and hours. The applicant can use Category II where some restrictions apply to use. The proposal should clearly describe the situation so the reviewer can correctly evaluate the situation.</i>
Q.41	Can agencies such as SACOG "re-grant" funds from the CEC and make a call for proposals to our local jurisdictions?
A.41	<i>No. Funds cannot be re-granted.</i>
Q.42	Is the funding restricted to charging for autos or can commercial vehicles charge as well?
A.42	<i>Commercial vehicles can charge as well as long as the category requirements in the solicitation are met.</i>
Q.43	Are there any restrictions regarding equipment that funding can be applied to? For example, can the funding be applied to all installation costs, including conduit, trenching, and in some cases transformers?
A.43	<i>There are no restrictions to funding equipment associated with the project. Installation costs, conduit, trenching, and transformers would be considered equipment only if a single item costs \$5,000 or over and had a useful life of at least one year. Otherwise, they would be considered materials or supplies. Installation may be considered a subcontract if a sub-agreement is conducted for the work.</i>
<b>Eligible Applicants</b>	
Q.44	Under Category I, it says "workplaces that do not currently have electric vehicle supply equipment are eligible." The same is listed under Category II for workplaces. However, in the workshop I heard that workplaces that do have some existing EVSEs can apply. Can you please clarify if workplaces that have existing limited charging can apply under either Category I or Category II?
A.44	<i>The solicitation has been amended to more clearly state the intention of the section. For example, in a large parking area for a company that has several buildings, charging may be located close to one of the buildings. However, another building may use a different area of the parking lot with a different ingress. A charging site convenient to that ingress and building may be requested. The proposer should explain the situation in sufficient detail so that it is clear to the reviewer that the requested site is unique.</i>  <i>The intent is not to add more chargers at a workplace parking area where charging currently exists, but to establish new workplace charging areas.</i>
Q.45	Our University is quite large and spread out over 2200 acres. We do have a few EVSEs that were just installed in only one location. Does that disqualify us from applying for workplace charging with public access?

A.45	<p><i>The solicitation has been amended to more clearly state the intention of the section. For example, in a large parking area for a company that has several buildings, charging may be located close to one of the buildings. However, another building may use a different area of the parking lot with a different ingress. A charging site convenient to that ingress and building may be requested. The proposer should explain the situation in sufficient detail so that it is clear to the reviewer that the requested site is unique.</i></p> <p><i>The intent is not to add more chargers to areas where charging currently exists, but to establish new workplace charging areas.</i></p>
Q.46	The County has 101,000 employees and occupies 2600+ buildings. Some are leased. Can we submit requests for our leased facilities if we obtain agreements with the facilities' owners?
A.46	Yes.
Q.47	Can you more clearly define Application and Applicant with an example? I assume an Applicant can have multiple applications. Is each application a project or can an application be a group of projects that have some common aspect such as type of destination?
A.47	<i>An applicant is a unique entity within a category that may submit one or more applications. An application may contain one or more projects. The total amount of funding requested in an application must be for at least the minimum amount stated under Maximum Award Amount and Funding Cap on page 5 of the solicitation. The maximum award within each category will not exceed the amount shown on the same page.</i>
Q.48	Do you know if an outside entity can apply for the CEC EV grants on behalf of State Parks?
A.48	<i>Category I applicants must be a non-profit organization or public agency. Categories II, III, and IV have no restrictions on the applicant type.</i>
Q.49	Are non-profit charters eligible to apply?
A.49	<i>Yes. The purpose of the non-profit as stated in the charter should apply to the requirements of this solicitation.</i>
Q.50	Are there any restrictions on the ability of the non-profit applicant to contract with the other for-profit members?
A.50	No.
Q.51	Is a non-profit organization chartered specifically for this project acceptable? Or is it necessary for the non-profit organization to have a period of existence that extends at least from a particular date in the past? Would it be acceptable to charter a non-profit organization specifically for this project and wind it down when the project comes to an end? (Note that a specifically chartered entity could be set up in a way that facilitates assumption of the liability associated with the public offer of EV charging services.)
A.51	<i>Yes. The purpose of the non-profit as stated in the charter should apply to the requirements of this solicitation.</i>
<b>Partnership Requirements</b>	
Q.52	If a public entity partners with a supplier or if a public agency partners with EVSE operators/installers, would we still have to go through the competitive procurement process? If a subcontractor is named as a partner in the application and will be providing match, would we still have to go through a bid process? Does the applicant need to have a service provider already chosen to partner with when applying?

A.52	<i>If a public entity partners with a supplier and wins the award, the public entity and the partners are considered to have been competitively chosen via the solicitation process. The partners would be listed in the budget as subcontracts. Any entity (supplier) that was not specifically identified in the proposal would be considered a new subcontractor that will require some competitive mechanism to be chosen.</i>
Q.53	If a city has so many departments that would like to apply, are each of those departments eligible to apply, or does the city have to apply? If there are 6 regional offices, can we submit an application for each location? Is it acceptable to have multiple agencies combined to submit an application jointly? For a corridor DCFC grant, could a non-profit or Air District apply as a lead applicant with installs in multiple cities, with both public and private partners? Under category 3 or 4 for multiple locations, can it be done under one application or separate applications?
A.53	<i>One entity must be the prime, be able to sign the agreement, and take responsibility for ensuring the project is done. The applicant may break up or combine their projects as long as they adhere to the minimum requirements identified in the Maximum Award Amount and Funding Cap table on page 5 of the solicitation.</i>
Q.54	For Category II, if the workplace is a business park that has multiple owners, does one owner have to be identified as the owner responsible for shared parking spaces? The situation is multiple owners with multiple parking spaces being shared.
A.54	<i>There must be one entity that can legally enter into an agreement on behalf of the business park.</i>
<b>Match Funding</b>	
Q.55	Can match funding come from the EV service provider or through station usage fees? Is property value applicable as a source of match funding? Do manufacturer's rebate and incentives qualify as match?
A.55	<i>Anything that will be used for the project and may be assigned a value for the budget sheets may be used as match as long as the funding is not from a California Energy Commission award. Match funding must be reasonable, documentable, and allocable to the proposed project and be incurred within the approved term of the agreement. Since the intent of this solicitation is to install electric charging infrastructure, station usage fees may not become available until after the grant project is complete, and therefore would not be eligible as match share funding.</i>
Q.56	We cannot understand match fund required. Please explain.
A.56	<i>"Match funding" or "match share" means cash or in-kind (non-cash) contributions provided by the Applicant/Recipient, subcontractors, or other parties that will be used in performance of the proposed project and must not be funding from a California Energy Commission award. Match share percentage is calculated according to the table under Match Funding Requirements on page 13 of PON-13-606. All match share expenditures must conform to the Terms and Conditions of this solicitation and the resulting agreement. Please see Attachment 08 Exhibit C General Grant Terms and Conditions.</i>
Q.57	Regarding the budget - permits and insurance must be included as match. Please clarify.

A.57	<i>Permit costs and the expenses associated with obtaining permits are not reimbursable by the Energy Commission. The Applicant/Recipient shall budget match funds for any expected expenditures associated with obtaining permits. Refer to Attachment 08 Exhibit C General Grant Terms and Conditions.</i>
Q.58	Can we use other funding to leverage the project, i.e. NRG funding?
A.58	<i>Yes, provided the other funding is not from a California Energy Commission Award.</i>
<b>CEQA</b>	
Q.59	If CEQA is required in the process, sometimes it is difficult to get local agencies to write a letter in such a short time frame. What if we can't obtain a letter in time to submit the application?
A.59	<i>Applicants must complete and submit Attachment 07 with their applications. If CEQA is not complete at the time of application, recipients are required to complete the CEQA process within 60 days of the Notice of Proposed Awards (NOPA).</i>
Q.60	Do the case studies for Categories 3 and 4 require CEQA in the proposal or can CEQA be part of the study?
A.60	<i>Applicants must complete and submit Attachment 07 with their applications. If CEQA is not complete at the time of application, recipients are required to complete the CEQA process within 60 days of the Notice of Proposed Awards (NOPA). Yes, CEQA compliance can be included as part of the case study.</i>
<b>Evaluation Criteria</b>	
Q.61	Can we see scoring for all applications after the process is done?
A.61	<i>The Notice of Proposed Awards (NOPA) will be posted on the website and have scores for all proposals unless disqualified. A copy of any proposal and the associated score sheet may be requested from the Grants and Loans Office after the NOPA is posted.</i>
Q.62	Under the evaluation criteria it states, "the proposed project results in a greater benefit-cost number as defined as the expected amount of GHG reduction per dollar of Energy Commission funding requested." What does the CEC expect in terms of this benefit-cost number? How will the CEC compare the benefit-cost numbers across applicants?
A.62	<i>There is no set formula for the benefit-cost. Please provide sufficient detail in the proposal so that the reviewer can identify the components used for the calculations and replicate the calculations.</i>
Q.63	For Category I, will the CEC favor large, regional collaborative projects over smaller, stand-alone projects? For instance, if a small city has a public access workplace charging project - would it be better for them to collaborate with a regional project rather than do a small, stand-alone project for Category I?
A.63	<i>The scoring criteria specify how each application will be evaluated. The proposer must determine what type of collaboration, if any, will benefit their project based on the scoring criteria.</i>

Q.64	Under the evaluation criteria, it is stated that the charging site must have "signage that clearly identifies the area to an approaching driver from any ingress." Can you please clarify this statement? Does "any ingress" refer to the four cardinal directions, or does it mean that if a parking lot has eight entrances, it must have signage at all eight entrance locations?
A.64	<i>If an electric vehicle enters from any of the eight entrances, there should be signage that allows a driver to easily locate the charging station.</i>
<b>Administrative</b>	
Q.65	Are there page limitations for this RFP?
A.65	<i>Yes, addendum #1 includes an application page limitation of 75 pages maximum. Please refer to addendum #1 for details.</i>
Q.66	Will you be posting the Pre-application workshop slide presentation with the PON announcement on the CEC's website?
Q.66	<i>The workshop slides and PON announcement can be found on the Energy Commission's website. Please go to: <a href="http://www.energy.ca.gov/contracts/transportation.html#PON-13-606">http://www.energy.ca.gov/contracts/transportation.html#PON-13-606</a>.</i>
Q.67	What is the extent of the final report? How long would it need to be?
A.67	<i>There is no set limit on the length of the final report. The final report has to be sufficient to convey the results of the project. The final report template can be found on the Energy Commission website at: <a href="http://www.energy.ca.gov/contracts/consultant_reports/index.html">http://www.energy.ca.gov/contracts/consultant_reports/index.html</a>.</i>