**New Agreement**  ARV-16-016  (To be completed by CGL Office)

<table>
<thead>
<tr>
<th>Division</th>
<th>Agreement Manager</th>
<th>MS-</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>600 Fuels and Transportation Division</td>
<td>LINDSEE TANIMOTO</td>
<td>6</td>
<td>916-654-4566</td>
</tr>
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</table>

**Recipient's Legal Name**  Monterey Bay Unified Air Pollution Control District  94-2301821

**Title of Project**  Monterey Bay EV Acceleration Project

**Term and Amount**

<table>
<thead>
<tr>
<th>Start Date</th>
<th>End Date</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>6/1/2017</td>
<td>12/31/2019</td>
<td>$289,942</td>
</tr>
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</table>

**Business Meeting Information**

- ARFVTP agreements $75K and under delegated to Executive Director.
- Proposed Business Meeting Date: 4/12/2017
  - Consent: ☒
  - Discussion: ☒
- Business Meeting Presenter: Sharon Purewall
- Time Needed: 5 minutes

**Agenda Item Subject and Description**

Proposed resolution approving Agreement ARV-16-016 with Monterey Bay Unified Air Pollution Control District for a $289,942 grant to implement an updated Zero Emission Vehicle regional readiness plan. Implementation activities will include site planning for electric vehicle (EV) chargers and efforts to increase public awareness and adoption of EVs, and will be targeted in disadvantaged communities within the Monterey region.

**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 [placeholder].

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:
     - Common Sense Exemption. 14 CCR 15061 (b) (3)
     - Explain reason why Agreement is exempt under the above section:
       - The project involves planning, coordination, and outreach activities and does not result in physical changes to the environment. No physical construction will occur as part of this project. Rather, the outreach activities funded under this project include, for example, public “ride and drives” and interaction with Monterey Bay area fleet managers to promote EVs. This project has no potential for causing a significant environmental impact, and therefore is categorically exempt under Cal. Code Regs., tit. 14, § 15061(b)(3).
   - ☐ b) Agreement IS NOT exempt. (Consult with the legal office to determine next steps.)
     - Check all that apply:
       - Initial Study
       - Mitigated Negative Declaration
       - Negative Declaration
       - Environmental Impact Report
       - Statement of Overriding Considerations

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

<table>
<thead>
<tr>
<th>Legal Company Name</th>
<th>Budget</th>
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<tr>
<td>REACH Strategies</td>
<td>$50,000</td>
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<tr>
<td>EV Alliance</td>
<td>$70,000</td>
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<tr>
<td>Energy Solutions</td>
<td>$60,000</td>
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**List all key partners:** (attach additional sheets as necessary)

Legal Company Name:

- ReCargo, ChargePoint, Plantronics.
- Cities of Santa Cruz, Monterey, and Salinas.
## Budget Information

<table>
<thead>
<tr>
<th>Funding Source</th>
<th>Funding Year of Appropriation</th>
<th>Budget List No.</th>
<th>Amount</th>
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<tr>
<td>ARFVTP</td>
<td>15/16</td>
<td>601-118H</td>
<td>$289,942</td>
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<tr>
<td>Funding Source</td>
<td></td>
<td></td>
<td>$</td>
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<td>Funding Source</td>
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<tr>
<td>Funding Source</td>
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<td>$</td>
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<td>Funding Source</td>
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R&D Program Area: Select Program Area

**TOTAL:** $289,942

**Explanation for “Other” selection**

Reimbursement Contract #: Federal Agreement #:

## Recipient's Administrator/Officer

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>City, State, Zip</th>
<th>Phone</th>
<th>Fax</th>
<th>E-Mail</th>
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</thead>
<tbody>
<tr>
<td>Alan Romero</td>
<td>24580 Silver Cloud Court</td>
<td>Monterey, CA 93940</td>
<td>831-718-8030</td>
<td>831-647-8501</td>
<td><a href="mailto:aromero@mbuapcd.org">aromero@mbuapcd.org</a></td>
</tr>
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</table>

## Recipient's Project Manager

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>City, State, Zip</th>
<th>Phone</th>
<th>Fax</th>
<th>E-Mail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alan Romero</td>
<td>24580 Silver Cloud Court</td>
<td>Monterey, CA 93940</td>
<td>831-718-8030</td>
<td>831-647-8501</td>
<td><a href="mailto:aromero@mbuapcd.org">aromero@mbuapcd.org</a></td>
</tr>
</tbody>
</table>

## Selection Process Used

- [X] First Come First Served Solicitation
- [ ] Competitive Solicitation

Solicitation #: GFO-16-601

## The following items should be attached to this GRF

1. Exhibit A, Scope of Work ✗ Attached
2. Exhibit B, Budget Detail ✗ Attached
3. CEC 105, Questionnaire for Identifying Conflicts ✗ Attached
4. Recipient Resolution N/A ✗ Attached
5. CEQA Documentation N/A ✗ Attached

Agreement Manager Date Office Manager Date Deputy Director Date
## TECHNICAL TASK LIST

<table>
<thead>
<tr>
<th>Task #</th>
<th>CPR</th>
<th>Task Name</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td>Administration</td>
</tr>
<tr>
<td>2</td>
<td></td>
<td>EVSE Site Planning</td>
</tr>
<tr>
<td>3</td>
<td></td>
<td>PEV Awareness</td>
</tr>
<tr>
<td>4</td>
<td>X</td>
<td>EVSE Local Code Adoption</td>
</tr>
<tr>
<td>5</td>
<td></td>
<td>E-Fleet Accelerator</td>
</tr>
<tr>
<td>6</td>
<td></td>
<td>Data Collection &amp; Analysis</td>
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## KEY NAME LIST

<table>
<thead>
<tr>
<th>Task #</th>
<th>Key Personnel</th>
<th>Key Subcontractor(s)</th>
<th>Key Partner(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Alan Romero</td>
<td>EV Alliance, REACH Strategies, Energy Solutions (all providing program services)</td>
<td>N/A</td>
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<tr>
<td>2</td>
<td>Alan Romero</td>
<td>N/A</td>
<td>ReCargo &amp; ChargePoint</td>
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<tr>
<td>3</td>
<td>Kirk Brown</td>
<td>REACH Strategies</td>
<td>Plantronics, City of Santa Cruz</td>
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<tr>
<td>4</td>
<td>Ed Pike</td>
<td>Energy Solutions</td>
<td>Cities of Monterey, Salinas, Santa Cruz</td>
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<tr>
<td>5</td>
<td>Richard Schorske</td>
<td>EV Alliance</td>
<td>N/A</td>
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<tr>
<td>6</td>
<td>Alan Romero</td>
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</table>

## GLOSSARY

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

<table>
<thead>
<tr>
<th>Term/ Acronym</th>
<th>Definition</th>
</tr>
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<tbody>
<tr>
<td>ARFVTP</td>
<td>Alternative and Renewable Fuel and Vehicle Technology Program</td>
</tr>
<tr>
<td>CalGreen</td>
<td>California Green Building Code, Part 11 of Title 24</td>
</tr>
<tr>
<td>CAM</td>
<td>Commission Agreement Manager</td>
</tr>
<tr>
<td>CAO</td>
<td>Commission Agreement Officer</td>
</tr>
<tr>
<td>CPR</td>
<td>Critical Project Review</td>
</tr>
<tr>
<td>Term/Acronym</td>
<td>Definition</td>
</tr>
<tr>
<td>--------------</td>
<td>------------</td>
</tr>
<tr>
<td>E-Bus</td>
<td>100% Battery electric bus</td>
</tr>
<tr>
<td>E-Truck</td>
<td>100% Battery electric truck</td>
</tr>
<tr>
<td>EV</td>
<td>Electric Vehicle</td>
</tr>
<tr>
<td>Energy Commission</td>
<td>California Energy Commission</td>
</tr>
<tr>
<td>EVSE</td>
<td>Electric Vehicle Supply Equipment</td>
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<tr>
<td>FTD</td>
<td>Fuels and Transportation Division</td>
</tr>
<tr>
<td>MBARD</td>
<td>Monterey Bay Air Resources District</td>
</tr>
<tr>
<td>MBUAPCD</td>
<td>Monterey Bay Unified Air Pollution Control District (used interchangeably with MBARD)</td>
</tr>
<tr>
<td>PEV</td>
<td>Plug-in Electric Vehicle</td>
</tr>
<tr>
<td>Recipient</td>
<td>Monterey Bay Unified Air Pollution Control District</td>
</tr>
</tbody>
</table>

**Background:**

Assembly Bill (AB) 118 (Núñez, Chapter 750, Statutes of 2007), created the Alternative and Renewable Fuel and Vehicle Technology Program (ARFVTP). The statute authorizes the California Energy Commission (Energy Commission) to develop and deploy alternative and renewable fuels and advanced transportation technologies to help attain the state’s climate change policies. AB 8 (Perea, Chapter 401, Statutes of 2013) re-authorizes the ARFVTP through January 1, 2024, and specifies that the Energy Commission allocate up to $20 million per year (or up to 20 percent of each fiscal year’s funds) in funding for hydrogen station development until at least 100 stations are operational.

The ARFVTP 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.

On October 17, 2016, the California Energy Commission (Energy Commission) released a Grant Solicitation and Application Package entitled “Zero Emission Vehicle (ZEV) Regional Readiness and Planning Solicitation” under the ARFVTP. This first-come, first-served grant
solicitation was an offer to fund projects that support new and existing planning efforts for zero-emission vehicles (battery-electric vehicles and hydrogen fuel cell electric vehicles, and including plug-in hybrid electric vehicles). In response to GFO-16-601, the Recipient submitted application #4 which was proposed for funding in the Energy Commission’s Notice of Proposed Awards on January 12, 2017. GFO-16-601 and Recipient’s application 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 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

The challenge to be addressed by the Monterey Bay Electric Vehicle (EV) Acceleration Project is the slow uptake of plug-in electric vehicles (PEVs) in the Monterey Bay region, including medium- and heavy-duty e-buses and e-trucks. This challenge is due largely to a high initial purchase price of EVs, limited range, limited consumer awareness, inconvenient and limited public EV charging, and limited availability of models in key vehicle segments (including trucks and buses). The purpose of this Agreement is to significantly accelerate EV uptake by incorporating several new market and technology factors with timely regional and state investments.

The new market factors include the imminent introduction of mass-market-priced battery electric vehicle (BEVs) with over 200 miles of range (e.g., Chevy Bolt and Tesla Model 3); the introduction of e-trucks and e-buses that are cost-competitive with fossil-fueled vehicles on a total cost of ownership basis; and the gradual deployment of new fast charging technologies at the 150KW+ level, which will significantly improve charging convenience and effective driving range. The Recipient will leverage these trends by increasing PEV awareness (especially via “ride and drive” events), aligning regional investment in charging networks with emerging fleet needs and the comprehensive electrification of passenger and goods movement; and providing support to large cities for adoption of building codes mandating electric vehicle supply equipment (EVSE) stub-outs to enable inexpensive future growth in charging infrastructure in commercial and residential buildings.

Goals of the Agreement

The goals of this Agreement are to: 1) Promote consumer awareness and adoption of PEVs; 2) Develop a public charge network enabling convenient all-electric travel region-wide; 3) Develop pre-wiring mandates for EVSE stub-outs above CalGreen minimums; 4) Promote fleet adoption of PEVs and electrification of transit and goods movement. Anticipated actions to promote these goals include but are not limited to:

- Providing PEV-focused green car shows and “ride and drive” events.
- Providing site assessment and site coordination to expand the Monterey Bay EV charging network to help meet charging needs of light-, medium-, & heavy-duty vehicles.
• Assisting key cities to develop and adopt upgraded building codes to require expanded EVSE stub-outs in existing and new construction.
• Developing fleet electrification plans and EVSE siting plans.

**Objectives of the Agreement:**
The objectives of this Agreement are to:

- Provide enhanced PEV awareness and adoption by means of PEV-focused events (at a minimum, 4 events with more than 3,000 participants, including over 600 PEV Ride and Drive participants).
- Provide expanded regional charging infrastructure siting assessments (at a minimum, 40 new EVSE ports serving light-duty fleet vehicles, as well as medium- and heavy-duty e-buses and e-trucks where feasible and appropriate).
- Assist the cities of Salinas, Monterey, & Santa Cruz to develop and adopt upgraded building codes requiring expanded EVSE stub-outs in new residential and commercial construction and major remodels.
- Develop fleet vehicle electrification plans (at minimum 10 major fleets).
- Develop fleet EVSE siting plans (at minimum 10 major fleets).

**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 (CPR) (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 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.

Meeting participants include the CAM and the Recipient and may include the Commission Agreement Officer (CAO), 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 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 CAO, 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 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 CAM will determine the appropriate meeting participants.

The administrative portion of the meeting shall be a discussion with the CAM and the CAO 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 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 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 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, 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 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:

  o 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 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:

- Letter describing the subcontracts needed, or stating that no subcontracts are required
- Draft subcontracts
- Final subcontracts

TECHNICAL TASKS

TASK 2: EVSE SITE PLANNING

The goal of this task is to conduct work that will help ensure successful installation of EV charging stations in Monterey, Santa Cruz, and San Benito counties. Site planning activities will enable access for both consumer and fleet vehicles, including light-duty vehicles; e-trucks; and e-buses.

The Recipient shall:

- Identify at least 40 EV charging sites suitable for the installation of an estimated 100 Level 2 charging ports and 30 Direct Current Fast Charging ports that will enable utilization by light-duty fleet vehicles, as well as medium- and heavy-duty fleet vehicles (where feasible and appropriate).
- Determine suitability of sites for fleet vehicles, including E-Trucks and E-Buses.
- Determine costs for site development.

Products:

- EVSE site plans with E-Fleet elements
- Reports on site utilization
- Monitoring reports on charging station installations

TASK 3: PEV Awareness

The goal of this task is to increase broad public awareness of PEVs and stimulate increased PEV adoption, especially through “ride and drive” activities in high-profile locations. “Ride and drive” activities are demonstrated to be effective in enabling conversion to sales. Data on sales conversion will be tracked in area dealerships.

The Recipient shall:

- Secure at a minimum four “ride and drive” sites (2 corporate/workplace sites and 2 community/public sites).
- Secure auto manufacture partners and EV partners.
- Prepare event venues including, food, refreshments, signage, and informational materials.
- Manage all legal requirements, promotion, and staffing.
- Introduce employees and corporate hosts to incentives and various resources.
Collect pre-test drive, post-test drive, and a 3 month follow up survey to gauge consumer perceptions, propensity to purchase, and conversion to sales.

Products:

- Site host commitment letters
- Event materials
- Informational and promotional materials
- Report on events
- Report on survey findings

**TASK 4: EVSE Local Code Adoption**

The goal of this task is to provide a Monterey Bay Area model code adoption package that exceeds minimum CALGreen standards. Once upgraded codes are adopted, this activity will:

- double the number of PEV ready parking spaces in multi-family and nonresidential housing in participating municipalities;
- provide a model for the entire region as well as other jurisdictions in California and nationally;
- reduce PEV electrical infrastructure costs by up to an order of magnitude due to proper plans, pre-installed conduit, and properly sized electrical systems; and
- increase PEV adoption.

The Recipient will support local code adoption by demonstrating the local benefits of model codes, evaluating local policy options, preparing a local code adoption package, and supporting staff and elected leaders in the code adoption process. These tasks are outlined in further detail below.

**Task 4.1: Demonstrate Local Benefits of Model Code Adoption and Evaluate Policy Options**

The goal of this subtask is to educate local government policy makers about costs and benefits of adopting local PEV infrastructure building codes and precedents available at the state and local level.

**The Recipient shall:**

- Present information about CALGreen mandatory state-wide minimum code requirements including gaps such as the exemption of multifamily buildings with between 3 and 17 units. This information will be provided in writing and presented via in-person meetings to policy-makers in Monterey, Salinas, and Santa Cruz.
- Provide information about opportunities to adopt local government enhancements and precedents based on codes adopted in other cities.
- Facilitate an informal multi-agency working group of local government project partners including Monterey, Salinas, and Santa Cruz to develop a recommended policy option for building codes to best meet local circumstances and policies. This process will address multifamily and non-residential building types, and include PEV infrastructure “readiness” options including both conduit and electrical panel capacity only, as well as including full electrical circuits in new infrastructure.
• Use the PEV Infrastructure Cost-Effectiveness Model to demonstrate the costs and benefits of the model code option recommended by the multi-agency working group, and potentially also one or two alternatives.
• Estimate the quantity of additional PEV-Ready spaces that would result from the policy option(s) under consideration, including Monterey, Salinas, and Santa Cruz.
• Provide a summary report of the above policy options and analysis.

Products:
  • Code Options Presentation and Briefing for Monterey, Salinas, and Santa Cruz
  • Cost-Effectiveness Report and Briefing for Monterey, Salinas, and Santa Cruz

Task 4.2: Prepare Monterey Bay Area Model Code Adoption Package

The goal of this task is to develop a Monterey Bay Area model code adoption package based on the modeling results and also the policy option selected by local governments via the multi-agency working group. The package is expected to at least double the number of parking spaces served by PEV charging infrastructure in multi-family and nonresidential buildings. Adopting the same model code in multiple jurisdictions will streamline adoption and facilitate implementation for local government staff and builders.

The Recipient shall:
  • Provide a Model Code Adoption Package, including 1) code language; 2) a model adoption ordinance and 3) example staff report including the information provided under Task 4.1 to justify the adoption of the model code. The Model Code Adoption Package shall also include findings for local governments to use when submitting the codes to the California Building Standards Commission for acceptance as local government code amendments.
  • Respond to inquiries from city staff at Monterey, Salinas, and Santa Cruz to support code adoption by elected council members.

Products:
  • Model Code Adoption Package (including code language)

[CPR WILL BE HELD IN THIS TASK. See Task 1.2 for details]

TASK 5: E-Fleet Accelerator

The goal of this task is to accelerate deployment of PEVs in major fleets, and increase fleet access to EV charging infrastructure, with an emphasis on medium- and heavy-duty e-trucks and e-buses.

The Recipient shall:
  • Identify leading Monterey Bay Area fleet operators with the highest potential for electrification of trucks, buses, and light-duty vehicles.
  • Provide high-level PEV educational presentations to at least 20+ major fleet managers.
  • Develop fleet transition plans for at least 10 major fleets to identify the economic, operational, environmental, and customer benefits of electrification.
• Identify sites for L2 and fast chargers in optimum locations to match fleet duty cycles of major fleets adopting PEVs in 2017-2019. For purposes of this Project, a “major fleet” is defined as one with 10 vehicles or more.

• Provide at least 10 major fleets each with an EVSE Siting Plan, to include: 1) a description of technologies needed to meet current and future fleet needs in the 2017 – 2023 period, taking into account emerging battery and charger technologies 2) identification of existing, planned, and needed charging infrastructure to meet fleet duty cycles; 3) sources of funding for charging infrastructure; 4) business models to reduce energy costs and increase potential grid services revenues from smart or managed charging (V1G) strategies; 5) strategies to eliminate or mitigate utility demand charges.

• Provide information to fleet managers on available regional, state, and federal, and private financing for EV fleet vehicles and infrastructure.

• Develop Report on E-fleet Acceleration, to include: 1) analysis of the economic, operational, environmental, and customer benefits of electrification; 2) key challenges to accelerated electrification and solutions to address these barriers; 3) summary of fleet-specific challenges and opportunities based on the individual fleet transition reports developed for at least ten major fleets as defined above.

Products

• List of Monterey Bay Area fleet operators with highest potential for electrification of trucks, buses, and light-duty vehicles

• Materials for PEV educational presentations (including information on financing and incentives)

• At least 10 fleet transition plans

• Report on at least 10 site plans for L2 and fast chargers in locations to match fleet duty cycles

• Report on E-Fleet Acceleration

TASK 6: Data Collection & Analysis

The goal of this task is to collect EV and EVSE data from the project and to analyze that data for economic and environmental impacts. Impact areas will include, (but not be limited to) PEV adoption rates, EVSE deployment and siting, air emissions and GHG impacts, economic development, and renewable energy impact.

The Recipient shall:

• Develop a data collection plan that addresses EVSE siting and utilization, PEV deployment; gasoline savings, air emissions, and greenhouse gas emission impacts, and use of renewable energy at EVSE facilities.

• Collect six (6) months of data from the project including:
  o Number of EVSE sites planned and coordinated by MBUAPCD during the grant period.
  o Number of PEVs deployed in the Monterey Bay region during the grant period.
Number of gallons of gasoline and/or diesel fuel displaced by PEVs deployed during the project period.

Expected air emissions and greenhouse gas emissions reduction from PEVs deployed during the project period.

Number of PEVs procured by major fleets during the project period.

Economic development impacts resulting from this project.

Current and planned use of renewable energy at EVSE facilities deployed by MBARD during the project period.

• Compare project performance and expectations provided in the proposal to Energy Commission with actual project performance and accomplishments.

Products

• Information will be included in the Final Report
RESOLUTION NO: 17-0412-7b

STATE OF CALIFORNIA

STATE ENERGY RESOURCES
CONSERVATION AND DEVELOPMENT COMMISSION

RESOLUTION - RE: MONTEREY BAY UNIFIED AIR POLLUTION CONTROL DISTRICT

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-16-016 from GFO-16-601 with Monterey Bay Unified Air Pollution Control District for a $289,942 grant to implement an updated Zero Emission Vehicle regional readiness plan. Implementation activities include site planning for electric vehicle (EV) chargers and efforts to increase public awareness and adoption of EVs that target disadvantaged communities within the Monterey region; 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 12, 2017.

AYE: [List of Commissioners]
NAY: [List of Commissioners]
ABSENT: [List of Commissioners]
ABSTAIN: [List of Commissioners]

Cody Goldthrite,
Secretariat