California Energy Commission
October 19, 2026 Business Meeting
Backup Materials for Los Angeles County Metropolitan Transportation Authority (LA Metro)

The following backup materials for the above-referenced agenda item are available in this PDF packet as listed below:

1. Proposed Resolution
2. Grant Request Form
3. Scope of Work

CALIFORNIA ENERGY COMMISSION

PROPOSED RESOLUTION: Los Angeles County Metropolitan Transportation Authority (LA Metro)

RESOLUTION NO: 26-1019-XX

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

RESOLVED, that the CEC approves Agreement ZVI-26-007 with Los Angeles County Metropolitan Transportation Authority for a $5,608,000 grant. This project will install 10 electric vehicle (EV) direct current fast charging ports and 22 Level 2 EV charging ports across two sites in Los Angeles to support local transportation agencies' transition to electric buses and non-revenue fleet vehicles, while also helping meet transportation needs associated with the 2028 Olympic and Paralympic Games in Los Angeles. This project supports an existing competitive award under Section 5307 of the Urbanized Area Formula apportioned to Los Angeles UZA Carbon Reduction Program; and

FURTHER BE IT RESOLVED, that the Executive Director or their designee shall execute the same on behalf of the CEC.

APPROVED AND ADOPTED this 19 day of October 2026, by the following vote:

AYE:
NAY:
ABSENT:
ABSTAIN:

CERTIFICATION

The undersigned Secretariat to the CEC does hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly approved and adopted by affirmative vote of the CEC at a meeting held on October 19, 2026.

Kim Todd
Secretariat

STATE OF CALIFORNIA
CALIFORNIA ENERGY COMMISSION

CEC-270 (Revised 01/2026)

GRANT REQUEST FORM (GRF)

A. New Agreement Number

IMPORTANT: New Agreement # to be completed by Contracts, Grants, and Loans Office.

New Agreement Number: ZVI-26-007

B. Division Information

1. Division Name: Fuels and Transportation
2. Agreement Manager: Jessie Powell
3. MS-: Not applicable
4. Phone Number: 279-226-1149

C. Recipient's Information

1. Recipient's Legal Name: Los Angeles County Metropolitan Transportation Authority (LA Metro)

D. Title of Project

Title of project: LA Metro Transportation Electrification

E. Term and Amount

1. Start Date: 10/19/2026
2. End Date: 03/31/2029
3. Amount: $5,608,000

F. Business Meeting Information

1. Are the ARFVTP agreements $75K and under delegated to Executive Director? No
2. The Proposed Business Meeting Date: 10-19-2026
3. Consent or Discussion? Consent
4. Business Meeting Presenter Name: Jessie Powell
5. Time Needed for Business Meeting: Not applicable
6. The email subscription topic is: Clean Transportation Program

Project Description:

Los Angeles County Metropolitan Transportation Authority. Proposed resolution approving agreement ZVI-26-007 with Los Angeles County Metropolitan Transportation Authority for a $5,608,000 grant, and adopting staff's recommendation that this action is exempt from CEQA. This project will install 10 electric vehicle (EV) direct current fast charging ports and 22 Level 2 EV charging ports across two sites in Los Angeles to support local transportation agencies' transition to electric buses and non-revenue fleet vehicles, while also helping meet transportation needs associated with the 2028 Olympic and Paralympic Games in Los Angeles. This project supports an existing competitive award under Section 5307 of the Urbanized Area Formula apportioned to Los Angeles UZA Carbon Reduction Program. (GGRF Funding) Contact: Jessie Powell

G. California Environmental Quality Act (CEQA) Compliance

1. **Is Agreement considered a "Project" under CEQA?**
   Yes

   If yes, skip to question 2.

If no, complete the following (PRC 21065 and 14 CCR 15378) and 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: If Agreement is considered a "Project" under CEQA skip to question 2. Otherwise, provide explanation.

2. If Agreement is considered a “Project” under CEQA answer the following questions.

a) Agreement **IS** exempt?

Yes

Statutory Exemption?

No

If yes, list PRC and/or CCR section number(s) and separate each with a comma. If no, enter “None” and go to the next question.

PRC section number: None

CCR section number: None

Categorical Exemption?

Yes

If yes, list CCR section number(s) and separate each with a comma. If no, enter “None” and go to the next question.

CCR section number: Cal. Code Regs., tit. 14, section 15301

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 existing or former use are categorically exempt from the provisions of the California Environmental Quality Act (CEQA). This project will involve the installation of 32 EV charger ports in a paved lot at two maintenance, operations, and transportation yards in Los Angeles. The chargers will be used to charge electric buses. This installation will be a minor alteration to an existing facility with negligible or no expansion beyond the existing or former use of the facility and will not have a significant effect on the environment. This project therefore falls under categorical exemption listed in CEQA Guidelines Section 15301.

The project will not impact an environmental resource of hazardous or critical concern where designated, precisely mapped, and officially adopted pursuant to law by federal, state, or local agencies; does not involve any cumulative impacts of successive projects of the same type in the same place that might be considered significant; does not involve unusual circumstances that might have a significant effect on the environment; will not result in damage to scenic resources within a highway officially designated as a state scenic highway; the project site is not included on any list compiled pursuant to Government Code section 65962.5; and the project will not cause a substantial adverse change in the significance of a historical resource. Therefore, none of the exceptions to categorical exemptions listed in CEQA

Guidelines section 15300.2 apply to this project, and this project will not have a significant effect on the environment.

Common Sense Exemption? 14 CCR 15061 (b) (3)

No

If yes, explain reason why Agreement is exempt under the above section. If no, enter "Not applicable" and go to the next section.

Not applicable

b) Agreement **IS NOT** exempt.

IMPORTANT: consult with the legal office to determine next steps.

No

If yes, answer yes or no to all that applies. If no, list all as "no" and "None" as "yes".

Additional Documents	Applies
Initial Study	No
Negative Declaration	No
Mitigated Negative Declaration	No
Environmental Impact Report	No
Statement of Overriding Considerations	No
None	Yes

H. Is this project considered "Infrastructure"?

Yes

I. Subcontractors

List all Subcontractors listed in the Budget (s) (major and minor). Insert additional rows if needed. If no subcontractors to report, enter "No subcontractors to report" and "0" to funds. **Delete** any unused rows from the table

Subcontractor Legal Company Name	CEC Funds	Match Funds
No subcontractors to report	$0	$0

J. Vendors and Sellers for Equipment and Materials/Miscellaneous

List all Vendors and Sellers listed in Budget(s) for Equipment and Materials/Miscellaneous. Insert additional rows if needed. If no vendors or sellers to report, enter "No vendors or sellers to report" and "0" to funds. **Delete** any unused rows from the table.

Vendor/Seller Legal Company Name	CEC Funds	Match Funds
No vendors or sellers to report	$0	$0

K. Key Partners

List all key partner(s). Insert additional rows if needed. If no key partners to report, enter "No key partners to report." **Delete** any unused rows from the table.

Key Partner Legal Company Name
No key partners to report

L. Budget Information

Include all budget information. Insert additional rows if needed. If no budget information to report, enter "N/A" for "Not Applicable" and "0" to Amount. **Delete** any unused rows from the table.

Funding Source	Funding Year of Appropriation	Budget List Number	Amount
Greenhouse Gas Reduction Fund	2025-26	601.5HDI	$5,608,000

TOTAL Amount: $5,608,000

R&D Program Area: Not applicable

Explanation for "Other" selection: Not applicable

Reimbursement Contract #: Not applicable

Federal Agreement #: Not applicable

M. Recipient's Contact Information

3. Recipient's Administrator/Officer

Name: Stephanie Wiggens

Address: One Gateway Plaza

City, State, Zip: Los Angeles, CA 90012

Phone: 213-922-7555

E-Mail: swiggens@metro.net

4. Recipient's Project Manager

Name: Douglas Tohom

Address: One Gateway Plaza

City, State, Zip: Los Angeles, CA 90012

Phone: (213) 922-2241

E-Mail: TohomD@metro.net

N. Selection Process Used

There are three types of selection process. List the one used for this GRF.

Selection Process	Additional Information
Competitive Solicitation #	Not applicable
First Come First Served Solicitation #	Not applicable
Other	Other, see below

Senate Bill 105 (Chapter 104, Statutes of 2025), as amended by Assembly Bill 107 (Chapter 5, Statutes of 2026) provisional language (SEC. 14. Item 3360-101-3228, Provision 1, (a))

"The commission may add these funds to existing competitively awarded agreements if existing competitive agreements are consistent with the use of funds described in Provision 1 of this item." This work relates to an existing competitively awarded Los Angeles Urbanized Area (UZA) Carbon Reduction Program project.

O. Attached Items

1. List all items that should be attached to this GRF by entering "Yes" or "No".

Item Number	Item Name	Attached
1	Exhibit A, Scope of Work/Schedule	Yes
2	Exhibit B, Budget Detail	Yes
3	CEC 105, Questionnaire for Identifying Conflicts	Yes
4	Recipient Resolution	No
5	Awardee CEQA Documentation	No

Approved By

Individuals who approve this form must enter their full name and approval date in the MS Word version.

Agreement Manager: Jessie Powell

Approval Date: 10/6/26

Office Manager: Elizabeth John

Approval Date: 10/7/26

Deputy Director: Melanie Vail

Approval Date: 10/8/2026

Exhibit A
SCOPE OF WORK

TECHNICAL TASK LIST

Task	CPR	Task Name
1		Administration
2	X	Design and Engineering
3		Purchase Orders
4	X	Installation and Implementation
5		Operations and Reliability
6		Other Data Collection and Analysis
7		Project Fact Sheet

KEY NAME LIST

Task #	Key Personnel	Key Subrecipient(s)	Key Partner(s)
1	Los Angeles County Metropolitan Transportation Authority (LA Metro)		
2	LA Metro		
3	LA Metro		
4	LA Metro		
5	LA Metro		
6	LA Metro		
7	LA Metro		

GLOSSARY

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

Term/ Acronym	Definition
AB	Assembly Bill
AC Level 1	Alternating Current. A charger that operates on a circuit from 110 volts to 126 volts and transfers AC electricity to a device in an electric vehicle (EV) that converts AC to direct current to charge an EV battery.

Term/ Acronym	Definition
AC Level 2	Alternating current. A charger that operates on a circuit from 208 volts to 240 volts and transfers AC electricity to a device in an electric vehicle (EV) that converts AC to direct current to charge an EV battery.
ADA	Americans with Disabilities Acts
Battery Energy Storage	Technology that stores electrical energy in batteries for later use, helping to stabilize the electric grid by balancing supply and demand, integrating renewable energy sources, and providing backup power during outages or peak demand periods.
CAM	Commission Agreement Manager
CAO	Commission Agreement Officer
CEC	California Energy Commission
Charger	A device with one or more charging ports and connectors for charging EVs. Also referred to as electric vehicle supply equipment (EVSE). This definition excludes any charger used solely for private use at a single-family residence or a multifamily dwelling with four or fewer dwelling units.
Charging network	A collection of chargers located on one or more property(ies) that are connected via digital communications to manage the facilitation of payment, the facilitation of electrical charging, and any related data requests.
Charging network provider	The entity that provides the digital communication network that remotely manages the chargers. Charging network providers may also serve as charging station operators and/or manufacture chargers.
Charging port	The system within a charger that charges one EV. A charging port may have multiple connectors, but it can provide power to charge only one EV through one connector at a time.
Charging session	The period after a charge attempt during which the EV is allowed to request energy. Charging sessions can be terminated by the customer, the EV, the charger, the charging station operator, or the charging network provider.
Charging station	The area in the immediate vicinity of one or more chargers and includes the chargers, supporting equipment, parking areas adjacent to the chargers, and lanes for vehicle ingress and egress. A charging station could comprise only part of the property on which it is located.

Term/ Acronym	Definition
Charging station management system	A system that may be used to operate a charger, to authorize use of the charger, or to record or report charger data, such as by using OCPP.
Charging station operator	The entity that owns the chargers and supporting equipment and facilities at one or more charging stations. Although this entity may delegate responsibility for certain aspects of charging station operation and maintenance to subcontractors, this entity retains responsibility for operation and maintenance of chargers and supporting equipment and facilities. In some cases, the charging station operator and the charging network provider are the same entity.
Connector	The device that attaches an EV to a charging port in order to transfer electricity.
Corrective maintenance	Maintenance that is carried out after failure detection and is aimed at restoring an asset to a condition in which it can perform its intended function.
CPR	Critical Project Review
CTP	Clean Transportation Program
DCFC	Direct current fast charger. A charger that enables rapid charging by delivering direct-current (DC) electricity directly to an EV's battery.
Depot	Type of “home base” behind-the-fence location where a vehicle is typically kept when not in use (usually parked on a nightly basis).
Downtime	A period of time that a charger is not capable of successfully dispensing electricity or otherwise not functioning as designed. Downtime is calculated pursuant to Task 5.
DSA	Data Sharing Agreement
EV	Electric vehicle. A vehicle that is either partially or fully powered on electric power received from an external power source. For the purposes of this Agreement, this definition does not include golf carts, electric bicycles, or other micromobility devices.
EVITP	Electric Vehicle Infrastructure Training Program. It provides training and certification for electricians installing electric vehicle supply equipment.
EVSE	Electric vehicle supply equipment. A charger as defined.

Term/ Acronym	Definition
Excluded DCFCs	DCFCs that are exempt from the reliability requirements of the CEC's EV Charger Data and Reliability Standards (California Code of Regulations, Tit. 20, Div. 2, Chap. 12, Article 2). Excluded DCFCs include, but are not limited to, the following: • Fleet chargers • Off-grid chargers • Private residential chargers • Research chargers • Temporary chargers
Excluded downtime	Downtime that is caused by events pursuant to Task 5.
Fleet charger	A charger that is not publicly available, as defined, is not installed at a single-family residence or a multifamily dwelling, as defined, and either: a) The charger is used solely to charge commercial vehicles, as defined in section 260 of the California Vehicle Code, registered to the charging station operator or their contractors or subcontractors; or b) The charger is used solely to charge commercial vehicles and the charger is not accessible to charge except for those with a preexisting contract or preexisting access agreement with the charging station operator that guarantees a minimum uptime during the period of the contract or access agreement.
FTD	Fuels and Transportation Division
GFO	Grant Funding Opportunity
Hardware	The machines, wiring, and other physical components of an electronic system including onboard computers and controllers.
Inoperative state	The charger or charging port is not operational.
Installed	Attached or placed at a location and available for use for a charging session. The date a charger is installed is the date it is first available for use for a charging session.
Interoperability	Successful communication between the software, such as the software controlling charging on the EV and the software controlling the charger. Interoperability failures are communication failures between the EV and charger that occur while the software of each device is operating as designed. Interoperability failure leads to failed charging sessions.

Term/ Acronym	Definition
Maintenance	Any instance in which preventive or corrective maintenance is carried out on equipment.
Multifamily dwelling	Real property that is improved with, or consisting of, one or more buildings containing more than one dwelling unit that is intended for human habitation, excluding single-family residences as defined.
Networked	A charger can receive or send commands or messages remotely from or to a charging network provider or is otherwise connected to a central management system, such as by using OCPP 2.0.1, for the purposes of charger management and data reporting.
Nonnetworked charger	A charger that is not networked.
OCPP	Open Charge Point Protocol. An open-source communication protocol that specifies communication between chargers and the charging networks that remotely manage the chargers.
Operational	Or “up.” A charging port’s hardware and software are both online and available for use, or in use, and the charging port is capable of successfully dispensing electricity.
Operative state	The charger is operational.
Preventative maintenance	Maintenance that is performed on physical assets to reduce the chances of equipment failure and unplanned machine downtime.
Primary vehicle type	A vehicle type depending on the GVWR such as "light duty" or "LD" (GVWR <= 10,000), "medium duty" or "MD" (10,000 < GVWR <= 26,000), "heavy duty" or "HD" (GVWR > 26,000).
Private	Charging ports located at parking space(s) that are privately owned and operated, often dedicated to a specific driver or vehicle (for example, a charging port installed in a garage of a single-family home).
Public	Charging ports located at parking space(s) designated by the property owner or lessee to be available to and accessible by the public.

Term/ Acronym	Definition
Publicly available charger	A charger and associated parking space or spaces designated, such as by a property owner or lessee, to be available to, and accessible by, the public for any period of time. A charger designated, such as by a property owner or a lessee, to be available only to customers or visitors of the business is a publicly available charger for purposes of this chapter. Chargers and associated parking spaces located in parking garages or gated facilities are considered publicly available for purposes of this chapter if any member of the public can obtain vehicular access to the facility for free or through payment of a fee. If a charger and associated parking space is made available to the public for only limited time periods, that charger and associated parking space is considered a publicly available charger. A publicly available charger does not include any of the following: (A) A workplace charging station if it is clearly marked and operated as available exclusively to the organization's employees or independent contractors. (B) A charger and associated parking spaces reserved exclusively to residents, tenants, visitors, or employees of: a private residence or common interest development; or a residential building adjacent to a private residence. (C) A charger provided by a manufacturer of electric vehicles for the exclusive use by vehicles it manufactures. (D) A research charger, as defined in this section.
Recipient	Los Angeles County Metropolitan Transportation Authority (LA Metro)
Research charger	A charger that is attached or placed solely to dispense electricity for testing or research; it is neither a fleet charger nor publicly available charger; and it is not used for workplace charging.
Residential real property containing four or fewer dwelling units	A single-family residence or a multifamily dwelling containing four or fewer dwelling units.
RSA	Registered Service Agency. An entity that repairs a commercial device that is registered with the California Department of Food and Agriculture Division of Measurement Standards.
SB	Senate Bill

Term/ Acronym	Definition
Shared Private	Charging ports located at parking space(s) designated by a property owner or lessee to be available to, and accessible by, employees, tenants, visitors, and residents. Examples include workplaces and shared parking at multifamily residences.
Single-family residence	A detached or semi-detached (semi-attached, side-by-side) residence, duplex, triplex, quadruplex, row house such that each row house shares at least one wall with another of the row houses even if not in a row, townhouse, or manufactured home, including mobile home, unless the residence is part of a condominium as defined in Civil Code section 4125 or is located in a mobile home park.
Site host	The electric utility customer of record for electric service to the charger and can also be the charging network provider or the charging station operator of the charger.
Software	A set of instructions, data, or programs used to operate computers and execute specific tasks.
Temporary charger	A charger that is designed to be portable and available for use intermittently, is not attached at a location, and is not available for use at a single lot or parcel, or an adjacent lot or parcel, for more than 30 days in a calendar year. For the purposes of this definition, a charger that is made available for use for any portion of a day, is considered available for use for that full day.
Uptime	The charging port uptime percentage for the reporting period, excluding downtime pursuant to Task 5.

Background

Senate Bill (SB) 105 (Chapter 104, Statutes of 2025), as amended by Assembly Bill (AB) 107 (Chapter 5, Statutes of 2026) appropriated funding from the Greenhouse Gas Reduction Fund (GGRF) to support infrastructure deployments for zero-emission medium- and heavy-duty vehicles. This program is part of California Climate Investments, a statewide initiative that puts billions of Cap-and-Invest dollars to work reducing greenhouse gas emissions, strengthening the economy, and improving public health and the environment — particularly in disadvantaged communities.

The Recipient received competitive award # CA-2026-099 under the Section 5307 Urbanized Area Formula apportioned to Los Angeles Urbanized Area (UZA) Carbon Reduction Program for the design and installation of charging equipment. SB 105 (Chapter 104, Statutes of 2025), as amended by AB 107 (Chapter 5, Statutes of 2026) provisional language (SEC.14. Item 3360-101-3228, Provision 1 (a)) allows the California Energy Commission (CEC) to add funds to existing competitively awarded agreements if those agreements are consistent with the defined use of the funds.

Problem Statement:

California local transportation agencies have been tasked with meeting statewide fleet electrification goals, and electric buses are a pivotal segment in achieving those goals. Fleet electrification requires large investments in the procurement and deployment of electric buses and other support vehicles and the supporting charging infrastructure. Funding gaps and charging infrastructure needs must be addressed to support California local transportation agencies' fleet electrification efforts.

Goal of the Agreement:

The goal of this Agreement is to install electric vehicle charging infrastructure that will support California local transportation agencies' transition to electric buses, while also helping meet transportation needs associated with the 2028 Olympic and Paralympic Games in Los Angeles.

Objectives of the Agreement:

The objectives of this Agreement are to purchase and install 10 electric vehicle (EV) direct current fast charger (DCFC) ports and 22 Level 2 EV charger ports to support electric buses and non-revenue fleet vehicles in Division 10 and Division 18, as delineated in Table 1.

Table 1

Division	Number of DCFC Ports	Number of Level 2 Ports	Funding Amount
10	2	22	$608,000
18	8	0	$5,000,000

TASK 1 ADMINISTRATION

Task 1.1 Attend Kick-off Meeting

The goal of this task is to establish the lines of communication, procedures and data requests 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 CAM shall:

- Send the Recipient the *kick-off meeting agenda*.

The Recipient shall:

- Attend a "Kick-Off" meeting that includes the CAM and may include the Commission Agreement Officer (CAO) and a representative of the CEC 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.

- Provide an *updated Schedule of Products and Due Dates, list of match funds (Private, Utility, Federal, and State, if applicable), and list of permits.*
- Discuss the following administrative and technical aspects of this Agreement:
  - Agreement Terms and Conditions
  - Critical Project Review (Task 1.2)
  - Permit documentation (Task 1.7)
  - Subawards and site host agreements (if applicable) 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 Calls (Task 1.4)
  - Quarterly Progress Reports (Task 1.5)
  - Program Management Data Report (report template to be provided by CAM)
  - Utilization_and_Reliability_Data_Dictionary (to be provided by CAM, or available on the CEC website: https://www.energy.ca.gov/media/12649)
  - GHG Intensity Report (report template to be provided by CAM)
  - Technical Products (Product Guidelines located in Section 5 of the Terms and Conditions)

CAM Product:

- Kick-Off Meeting Agenda

Recipient Products:

- Updated Schedule of Products and Due Dates
- List of Match Funds (Private, Utility, Federal, and State, if applicable)
- List of Permits

Task 1.2 Critical Project Review (CPR) Meetings

CPRs provide the opportunity for frank discussions between the CEC and the Recipient. The goal of this task is to determine if the project should continue to receive CEC 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 CAO, the Fuels and Transportation Division (FTD) program lead, other CEC staff and Management as well as other individuals selected by the CAM to provide support to the CEC.

The CAM shall:

- Determine the location, date, and time of each CPR meeting with the Recipient. These meetings generally take place at the CEC, but they may take place at another location or remotely.
- Send the Recipient the *CPR meeting 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:

- CPR meeting 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 CEC 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 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 about the following Agreement closeout items:

  - What to do with any equipment purchased with CEC funds (Options)
  - CEC request for specific "generated" data (not already provided in Agreement products)
  - Need to document Recipient's disclosure of "subject inventions" developed under the Agreement, if applicable
  - "Surviving" Agreement provisions
  - Final invoicing and release of retention
- Provide *written documentation of meeting agreements*.
- 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 Calls

The goal of this task is to have calls at least monthly between CAM and Recipient to 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 verbally 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, to verify match funds are being proportionally spent concurrently or in advance of CEC funds or are being spent in

accordance with an approved Match Funding Spending Plan, to form the basis for determining whether invoices are consistent with work performed, and to answer any other questions from the CAM. Monthly calls might not be held on those months when a quarterly progress report is submitted, or the CAM determines that a monthly call is unnecessary.

The CAM shall:

- Schedule monthly calls.
- Provide and explain the Program Management Data Report Template during first monthly call and review with Recipient during subsequent monthly calls.
- Provide questions to the Recipient prior to the monthly call.
- Provide call summary notes to Recipient of items discussed during call.

The Recipient shall:

- Review the questions provided by CAM prior to the monthly call
- Complete the *Program Management Data Report* following the first monthly call and review and update with CAM during subsequent monthly calls as needed (Task 6).
- Provide verbal answers to the CAM during the call.
- Send an *email to CAM concurring with call summary notes.*

Products:

- Program Management Data Report (See Task 6)
- Email to CAM concurring with call summary notes.

Task 1.5 Quarterly 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 *Quarterly 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. Progress reports are due to the CAM the 10th day of each January, April, July, and October. The Quarterly Progress Report template can be found on the ECAMS Resources webpage available at https://www.energy.ca.gov/media/4691.

Product:

- Quarterly Progress Reports

Task 1.6 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 CEC budget for this task will be zero dollars, the Recipient may 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. Permits may include but are not limited to Division of State Architect review and building permit(s) from the respective authority having jurisdiction. 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 actions available to the CEC under this Agreement, such as an additional CPR.

Products:

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

Task 1.7 Obtain and Execute Subawards and Agreements with Site Hosts

The goal of this task is to ensure quality products and to execute subrecipient and site host agreements, as applicable, required to carry out the tasks under this Agreement consistent with the Agreement Terms and Conditions and the Recipient's own procurement and contracting policies and procedures.

- **The Recipient shall:**
- Execute and manage subawards and coordinate subrecipient activities.
- Execute and manage site host agreements and ensure the right to use the project site throughout the term of the Agreement, as applicable. A site host agreement is not required if the Recipient is the site host.
- Notify the CEC in writing immediately, but no later than five calendar days, if there is a reasonable likelihood the project site cannot be acquired or can no longer be used for the project.
- Submit a *letter* to the CAM describing the subawards and any site host agreements needed or stating that no subawards or site host agreements are required.
- If requested by the CAM, submit a *draft of each subaward agreement and any site host agreement* required to conduct the work under this Agreement to the CAM for review.
- If requested by the CAM, submit a *final copy of each executed subaward and any site host agreement*.
- If Recipient intends to add new subrecipients or change subrecipients, then the Recipient shall notify the CAM.

Products:

- Letter describing the subawards and any site host agreements needed or stating that no subawards or site host agreements are required
- Draft subaward (if requested)
- Final subaward (if requested)
- Draft site host agreement (if requested)

- Final site host agreement (if requested)

TECHNICAL TASKS

TASK 2 DESIGN AND ENGINEERING

The goal of this task is to coordinate with the electric utility, project subrecipients and/or vendors, and other project participants to complete all required design and engineering work that will enable successful construction of electric vehicle charging infrastructure.

The Recipient shall:

- Provide the CAM with a *Written Notification of Electric Utility Funds*, if an electric vehicle infrastructure program established by the electric utility will be applied to the project. The Written Notification will include but not be limited to:
  - A short description of the electric vehicle infrastructure program offered by the electric utility
  - The date Recipient applied to receive funding
  - The amount of funding that Recipient was awarded
- Coordinate with the electric utility to ensure sufficient power is available at each project site(s) and understand site upgrade requirements.
- Inspect project site(s) and determine necessary design and planning work.
- Complete engineering, design, and construction plans.
- Submit to the Utility all required application documentation to initiate the utility service planning and design process and send to the CAM *confirmation that the application(s) to initiate the utility service planning and design process has been submitted for the project site(s)*.
- Provide a copy of the *Final Site Designs* for each site to the CAM. The Final Site Design Drawings will include, but not be limited to:
  - Site address
  - Project summary or scope of work
  - Bill of materials
  - Location of proposed charger installations
  - Site design drawings
  - Necessary site upgrades
  - Connections between the charger(s) and electric service equipment
- Prepare and provide an *Installation* and *Upgrade Schedule* to the CAM for each site. The Installation and Upgrade Schedule will include, but is not limited to:
  - A schedule of activities and anticipated dates from pre-construction to commissioning
  - The order of installations

- An update, as necessary, to milestones and timeline

Products:

- Written Notification of Electric Utility Funds (If applicable)
- Confirmation that the application(s) to initiate the utility service planning and design process has been submitted for the project site(s) (if applicable)
- Final Site Designs for each site
- Installation and Upgrade Schedule for each site

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

TASK 3 PURCHASE ORDERS

The goal of this task is to procure the charging ports that will be installed in Task 4.

The Recipient shall:

- Provide a *Final Equipment List* to the CAM that outlines the electric vehicle supply equipment and service agreements that will be purchased for all of the project sites and is accompanied with charger specifications sheets.
- Provide CAM with a *Written Statement of Charger and Electric Bus Compatibility* signed by charger manufacturer and electric bus manufacturer confirming interoperability for each charging port proposed to be installed. The letter should include, but not be limited to:
  - Size(s) of the electric buses that will use the proposed charging infrastructure
  - Duty cycle of the electric buses
  - How fast the Recipient wants to charge/refuel the buses
  - Confirmation that the charging port and electric bus are compatible
  - Proof of contact with the manufacturers including date, names of the manufacturer representatives, and a summary of the discussion
  - Signature of charging port manufacturer and electric bus manufacturer
  - If the Recipient already owns the same type of electric buses and charging infrastructure, the Recipient may submit information that shows how the existing infrastructure meets the duty cycle of the buses and certify that the planned buses and infrastructure will be the same
- Receive CAM written approval of *Final Equipment List* and *Written Statement of Charger and Bus Compatibility* prior to purchasing electric vehicle supply equipment (EVSE, a charger as defined).
- Provide CAM with *Purchase Orders for Electric Vehicle Supply Equipment* for all sites within 14 days of entering into the purchase order.

- Provide CAM with *High Quality Digital Photographs of Electric Vehicle Supply Equipment*.

Products:

- Final Equipment List
- Written Statement of Charger and Electric Bus Compatibility for all charging ports
- Purchase Orders for Electric Vehicle Supply Equipment for all sites
- High Quality Digital Photographs of Electric Vehicle Supply Equipment

TASK 4 INSTALLATION AND IMPLEMENTATION

The goal of this task is to successfully install and commission all charging ports purchased for the project sites in Task 3.

The Recipient shall:

- Perform all work required per the Final Site Designs and Installation and Upgrade Schedules for each site in Task 2.
- Install charging ports at site(s).
- Prepare and provide *Written Notification of Inspection Completion* to the CAM.
- Take and provide at least one *High Quality Digital Photograph* of each Installed Charging Port at each site to the CAM. Recipients shall also provide the *serial numbers of system components or equipment* with the photographs.
- Perform commissioning and final inspections to verify that installation meets the design intent and requirements.
- Provide a *Written Notification of Complete Commissioning* when charging ports are commissioned at each site.
- Ensure that all charging ports are properly provisioned on the network.
- Submit an AB 841 *Certification* that certifies the project has complied with all AB 841 (2020) requirements specified in Exhibit C or describes why the AB 841 requirements do not apply to the project. The certification shall be signed by Recipient's authorized representative.
- Submit *EVITP Certification Numbers* of each Electric Vehicle Infrastructure Training Program certified electrician that installed electric vehicle charging infrastructure or equipment. EVITP Certification Numbers are not required to be submitted if AB 841 requirements do not apply to the project.
- Ensure all applicable electric vehicle supply equipment (EVSE) installed for commercial use has a type approval certificate issued through the California Type Evaluation Program (CTEP) administered by the California Department of Food and Agriculture (CDFA) Division of Measurement Standards (DMS) or Certificate of Conformance issued by the National Type Evaluation Program

(NTEP) administered through the National Conference on Weights and Measures. California accepts NTEP certificates so long as the device also meets CCR Title 4, Section 4002.11.

- Unless otherwise updated by the CDFA DMS, ensure installation, repair, and/or maintenance on applicable commercial EVSE is performed by a Registered Service Agency (RSA) and after the device is placed in service, the RSA must report this information to the county within 24 hours. Device owners are responsible for registering their device with the county.

Products:

- Written Notification of Inspection Completion
- High Quality Digital Photograph of each Installed Charging Port
- Written Notification of Complete Commissioning for each site
- AB 841 Certification
- EVITP Certification Numbers for all electricians installing chargers

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

TASK 5 OPERATIONS AND RELIABILITY

The goal of this task is to ensure that EV chargers installed as part of this Agreement comply with legislative and regulatory requirements for charger reliability.

Task 5.1 AC Level 1, AC Level 2, and Excluded DCFC (if applicable)

The goal of this task is to ensure that AC Level 1, AC Level 2, and Excluded DCFCs installed as part of this Agreement that are exempt from the reliability requirements of the CEC's EV Charger Data and Reliability Standards (California Code of Regulations, Tit. 20, Div. 2, Chap. 12, Article 2) comply with legislatively mandated reporting.

The Recipient shall:

- For networked AC Level 2 and networked fleet DCFC only: Ensure that all networked AC Level 2 and networked fleet DCFC installed as part of this Agreement have Subset Certification in the Open Charge Alliance OCPP Certification Program for OCPP version 2.0.1, edition 3, published May 06, 2024, for Core and Advanced Security functionalities.
- Submit to CAM the completed and signed *EV Charger Data and Reliability Standards Regulations Compliance Worksheet* for AC Level 1, AC Level 2, and Excluded DCFC prior to the purchase of the chargers.
- For each AC Level 1, AC Level 2, and Excluded DCFC charging port, prepare and submit the *Reliability Uptime template and Reliability Downtime template* in the Utilization_and_Reliability_Data_Dictionary available on the CEC's website. These templates should be updated for each charging port, after the charging port becomes operational, and submitted on a quarterly basis for six years. The

CAM will provide instructions for submittal. As specified in the Utilization_and_Reliability_Data_Dictionary, data in the templates must include:

- A summary of charging port downtime, including total downtime and the number and frequency of downtime events. Downtime shall be determined on a per charging port basis by summing the durations of all downtime events during the reporting period. The duration of a downtime event shall be the time between the earliest record that a charging port is not capable of successfully dispensing electricity or otherwise not functioning as designed and the time it is available to deliver a charge. First record that a charger is not capable of successfully dispensing electricity or otherwise not functioning as designed includes, but is not limited to, consumer notification, internal diagnostics, or inspection, whichever is earliest.
- A summary of excluded downtime, including total excluded downtime and the number and frequency of excluded downtime events and the causes of excluded downtime events. 'Excluded Downtime' includes:
    - Before Initial Installation: Downtime before the charging port was initially installed.
    - Grid Power Loss: Downtime during which power supplied by a third-party provider is not supplied at levels required for minimum function of the charging port. This may include, but is not limited to, service outages due to utility equipment malfunction or public safety power shutoffs. This does not include power generation or storage equipment installed to serve the charger(s) exclusively. Documentation from power provider detailing outage is required to claim this as excluded downtime.
    - Outage for Preventative Maintenance or Upgrade: Downtime caused by any preventative maintenance or upgrade work that takes the charging port offline. This must be scheduled at least two weeks in advance of the charger being placed in an inoperative state. The maximum downtime that can be excluded for preventative maintenance or upgrade work is 72 hours for any 12-month period.
    - Vandalism or Theft: Downtime caused by any physical damage to the charger or station committed by a third party. This may include, but is not limited to, theft of charging cables, damage to connectors from mishandling, or damage to screens. A maximum of 10 days may be claimed as excluded downtime for each vandalism or theft event. A police report or similar third-party documentation is required to claim this as excluded time.
    - Natural Disasters: Downtime caused by any disruption of the charging port due to a natural event such as a flood, earthquake, or wildfire that causes great damage. Third party documentation such as news reporting must be provided along with a narrative of the direct impacts to the charger(s) to claim this as excluded downtime.
    - Communication Network Outages: Downtime caused by loss of communication due to cellular or internet service provider system

outages. A Communication Network Outage can be claimed as excluded downtime provided the chargers default to a free charge state during communication losses. A free charge state is when the charger is operational and dispenses energy free of charge to any consumer.
        - Operating Hours: Hours in which the charging port is in an operative state but that are outside of the identified hours of operation of the charging station.
    - A summary and calculation of uptime. Each report shall include the uptime percentage of each charging port (Uptime) installed and operated as part of this Agreement for the reporting period. Charging port uptime shall be calculated as:

$$U = \frac{T - D + E}{T} * 100\%$$

U = Charging Port Uptime

T =

Q1 reporting period = 129,600 minutes, except for a leap year, which is 131,040 minutes.

Q2 reporting period = 131,040 minutes.

Q3 and Q4 reporting periods = 132,480 minutes.

D = Total charging port downtime for the reporting period, in minutes.

E = Total charging port excluded downtime in the reporting period, in minutes.

Products:

- Completed and signed EV Charger Data and Reliability Standards Regulations Compliance Worksheet for AC Level 1, AC Level 2, and Excluded DCFC
- Reliability Uptime template and Reliability Downtime template in the Utilization_and_ Reliability_Data_Dictionary for six years after charging port is operational. The Utilization_and Reliability_Data_Dictionary can be found at https://www.energy.ca.gov/media/12649.

TASK 6 OTHER DATA COLLECTION AND ANALYSIS

The goal of this task is to collect operational and programmatic data from the project.

The Recipient shall:

- Prepare and provide a *Program Management Data Report* in a format chosen by the CEC following the first monthly call (Task 1.4) and update during subsequent monthly calls as needed. The Report must reflect site construction activities and site characteristics. The Report must encompass all sites from those planned through to completed ones, including detailed information regarding their

respective ZEV infrastructure. The Recipient may contribute inputs to this report throughout the duration of the Agreement. The programmatic data shall include, but not be limited to the following:

- Electric Vehicle Charger Station Information:
  - Funding
    - The subsidy from a federal program, utility program, and private funding
  - Vehicles
    - Primary Vehicle Type served such as light duty (GVWR <= 10,000), medium duty (10,000 < GVWR <= 26,000), heavy duty (GVWR > 26,000)
  - Milestone Dates
    - Key milestone dates, such as permit request and received date, charger energization date, charger station operational date, and other dates as requested by the CAM
  - Other Equipment
    - Battery Energy Storage CEC cost and kWh capacity
    - Non-battery Distributed Generation CEC cost, kW capacity and type
  - Location
    - Primary site access type such as publicly available, shared private, private
    - Location/site use type, such as hotel, restaurant, or multi-unit housing
    - Charger station address
    - Parking location type, such as street, parking lot or parking garage
  - ZEV Infrastructure Information:
    - Charger Information
    - Charger make and model, serial number, level (Level 1, Level 2, DCFC, MCS), nameplate capacity (kW), number ports per charger

Product:

- Program Management Data Report, submitted monthly

Task 6.1 Utilization

The Recipient shall:

- Prepare and submit the *Utilization Inventory* template*, Utilization Session* template and *Utilization Interval* template in the Utilization_and_Reliability_Data_Dictionary, at least quarterly for three years after the charging ports are operational, including, but not limited to:
  - Charging network provider name
  - Charger site address, city, zip code
  - Charger make, model, and manufacturer serial number
  - EV service equipment charger and charging port ID
  - Peak Power (kW)
  - Charging session start/end date and times
  - Charging session energy consumed (kW)
  - Plug in/un-plugged timestamp Coordinated Universal Time (UTC)
  - Charging interval peak demand
  - Charging interval start/end times
  - Charging interval energy consumed
  - If a bidirectional charger, energy (kWh) discharged back to grid or facility
  - Total transacted amount
  - Payment method

Product:

- The Utilization Inventory template, Utilization Interval template, and Utilization Session template of the Utilization_and_ Reliability_ Data_Dictionary provided, at a minimum, quarterly for three years after a charging port is operational.
  - The CEC provided Utilization_and_Reliability_Data_Dictionary can be found at https://www.energy.ca.gov/media/12649.

Task 6.2 GHG Intensity Reporting

The Recipient shall:

- Collect and report the source and greenhouse gas emissions intensity, on an annual basis, of the electricity used and dispensed by the EV charging station(s) at the meter, consistent with the disclosure methodology set forth in Article 14 (commencing with Section 398.1) of Chapter 2.3 of Part 1 of Division 1 of the Public Utilities Code. Data must be reported to the CEC annually in the *GHG Intensity Report* specified by the CAM.

Product:

- GHG Intensity Report

Task 6.3 Data Sharing Agreement

The goal of this subtask is to ensure a data sharing agreement with the parameters outlined below is in place for the purposes of facilitating data collection and reporting on EV charging ports.

The Recipient shall:

- Enter into a data sharing agreement with a charging network provider that shall include the following, and if the Recipient is a charging network provider, the Recipient shall enter into a data sharing agreement with the CEC that shall include the following:
    - The charging network provider fulfills all the data collection and reporting requirements described in 5.1 AC Level 1, AC Level 2, and Excluded DCFC and Task 6.1 Utilization, on behalf of Recipient (in case of non-CNP Recipient).
    - The charging network provider's reports adhere to CEC-approved formatting, report templating, and delivery methods.
    - CEC is identified as a third-party beneficiary to the data sharing agreement.
- Be responsible for ensuring the charging network provider fulfills all requirements described in the data-sharing agreement. Retention may be withheld under this Agreement until at least 12 months of data collection is provided by the charging network provider to the CEC.
- If the Recipient is not the charging network provider, submit a copy of the *executed data-sharing* agreement to the CEC within 30 calendar days of selecting a charging network provider and no later than when the first charging port under this Agreement is energized.
- Notify the CAM in writing within 30 calendar days if Recipient changes its selected charging network provider.
- If a new charging network provider is selected, the new executed data-sharing agreement shall be submitted to the CEC within 30 calendar days of the charging network provider's selection.

Product:

- Executed data-sharing agreement

Task 6.4 GGRF Reporting

The Recipient shall:

- Provide *program metrics and data reports* consistent with the GGRF Special Terms and Conditions, as applicable, in a format provided by the CAM.

Product:

- Program metrics and data reports consistent with the GGRF Special Terms and Conditions (as applicable)

TASK 7 PROJECT FACT SHEET

The goal of this task is to develop an initial and final project fact sheet that describes the CEC-funded project and the benefits resulting from the project for the public and key decision makers.

The Recipient shall:

- Prepare an *Initial Project Fact Sheet* at start of the project that describes the project and the expected benefits. Use the format provided by the CAM.
- Prepare a *Final Project Fact Sheet* at the project's conclusion that includes but is not limited to: a description of the project; the actual benefits resulting from the project; lessons learned from implementing the project; data on potential job creation, economic development, and increased state revenue as a result of expected future expansion; and a comparison of any project performance and expectations provided in the proposal to CEC with actual project performance and accomplishments. Use the format provided by the CAM.
- Provide at least (6) six *High Quality Digital Photographs* (minimum resolution of 1300x500 pixels in landscape ratio) of pre and post technology installation at the project sites or related project photographs.

Products:

- Initial Project Fact Sheet
- Final Project Fact Sheet
- High Quality Digital Photographs