

GRANT REQUEST FORM (GRF)

CEC-270 (Revised 10/2015)

CALIFORNIA ENERGY COMMISSION

New Agreement ARV-17-046 (To be completed by CGL Office)

600 Fuels and Transportation Division	Sharon Purewal	6	916-654-4637
Ventura County Regional Energy Alliance			80-0093933
Ventura County EV Ready Blueprint			
6 / 30 / 2018	9 / 30 / 2019	\$ 196,466	

☐ ARFVTP agreements \$75K and under delegated to Executive Director.

Proposed Business Meeting Date	5 / 9 / 2018	<input type="checkbox"/> Consent	<input checked="" type="checkbox"/> Discussion
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Business Meeting Presenter	Sharon Purewal	Time Needed:	5 minutes
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Please select one list serve. Altfuels (AB118- ARFVTP)

Agenda Item Subject and Description

VENTURA COUNTY REGIONAL ENERGY ALLIANCE. Proposed resolution approving Agreement ARV-17-046 with Ventura County Regional Energy Alliance for a \$196,466 grant to develop a blueprint that engages a diverse group of stakeholders and conduct research on workplaces, multi-family housing, and disadvantaged communities. These findings will be distilled into a comprehensive and replicable EV ready community blueprint describing a step-by-step plan for electrifying the transportation sector in Ventura County.

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

☒ Yes (skip to question 2)☐ No (complete the following (PRC 21065 and 14 CCR 15378)):

Explain why Agreement is not considered a "Project":

Agreement will not cause direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment because .

2. If Agreement is considered a "Project" under CEQA:

☒ a) Agreement **IS** exempt. (Attach draft NOE)
☒ Statutory Exemption. List PRC and/or CCR 14 CCR 15262
 section number:

☒ Categorical Exemption. List CCR 14 CCR 15306
 section number:
☒ Common Sense Exemption. 14 CCR 15061 (b) (3)

Explain reason why Agreement is exempt under the above section:

This project will create a plan to help communities advance their electrified transportation infrastructure options; however, it will not include approval of construction of such infrastructure. The project includes information gathering and analysis, public outreach, and preparing documents. It involves no physical construction. This project is at most a planning study for possible future actions that no agency, board, or commission has yet approved, adopted, or funded. Under California Code of Regulations, title 14, section 15262, no EIR or negative declaration is required under these circumstances. This project is therefore exempt under 14 CCR 15262 as a feasibility or planning study, exempt under 14 CCR 15306 as a basic data collection activity, and exempt under 14 CCR 15061(b)(3) as a common sense exemption and will have no significant effect on the environment.

☐ b) Agreement **IS NOT** exempt. (Consult with the legal office to determine next steps.)

Check all that apply

☐ Initial Study☐ Negative Declaration☐ Mitigated Negative Declaration☐ Environmental Impact Report☐ Statement of Overriding Considerations

Legal Company Name:	Budget
Local Government Commission	\$ 25,500
County of Ventura	\$ 9,000
Community Environmental Council Santa Barbara	\$ 76,983
EV Alliance	\$ 75,000

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

Legal Company Name:

Funding Source	Funding Year of Appropriation	Budget List No.	Amount
ARFVTP	FY 17/18	601.118I	\$196,466
Funding Source			\$
Funding Source			\$
Funding Source			\$
Funding Source			\$
R&D Program Area:	Select Program Area		\$196,466
Explanation for "Other" selection			
Reimbursement Contract #:		Federal Agreement #:	

Name:	Heather Allen	Name:	Heather Allen
Address:	800 South Victoria Avenue #L 1940	Address:	800 South Victoria Avenue #L 1940
City, State, Zip:	Ventura, CA 93009	City, State, Zip:	Ventura, CA 93009
Phone:	805-654-2871	Fax:	805-654-5106
E-Mail:	heather.allen@ventura.org	E-Mail:	heather.allen@ventura.org

☒ Competitive Solicitation☐ First Come First Served Solicitation

Solicitation #: GFO-17-604

1. Exhibit A, Scope of Work	<input checked="" type="checkbox"/>	Attached
2. Exhibit B, Budget Detail	<input checked="" type="checkbox"/>	Attached
3. CEC 105, Questionnaire for Identifying Conflicts	<input checked="" type="checkbox"/>	Attached
4. Recipient Resolution	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Attached
5. CEQA Documentation	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Attached

Agreement Manager

Date

Office Manager

Date

Deputy Director

Date

Exhibit A

SCOPE OF WORK

TECHNICAL TASK LIST

Task #	CPR	Task Name
1		Administration
2		Active Community Engagement
3		Multi-family Housing EVCS Siting
4		Workplace and Destination EVCS Siting
5	X	Accelerate EV Usage in Disadvantaged Communities
6		Develop EV Accelerator Plans for the Cities of Oxnard, Ventura, and the Port of Hueneme
7		Finalize the Ventura County EV Readiness Blueprint

KEY NAME LIST

Task #	Key Personnel	Key Subcontractor(s)	Key Partner(s)
1	Heather Allen - VCREA	Cameron Gray – CEC-SB	
2	Cameron Gray – CEC-SB	Heather Allen - VCREA	
3	Michael Chiacos – CEC-SB	Cameron Gray – CEC-SB	
4	Michael Chiacos – CEC-SB	Cameron Gray – CEC-SB	
5	Cameron Gray – CEC-SB	Cameron Gray – CEC-SB	
6	Richard Schorske – EVA	Michael Chiacos – CEC-SB	
7	Richard Schorske – EVA	Michael Chiacos – CEC-SB	

GLOSSARY

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

Term/ Acronym	Definition
ARFVTP	Alternative and Renewable Fuel and Vehicle Technology Program
CAM	Commission Agreement Manager
CEC-SB	Community Environmental Council of Santa Barbara
CPR	Critical Project Review
DAC	Disadvantaged Community
EV	Electric Vehicle

Term/ Acronym	Definition
<i>EVA</i>	<i>EV Alliance</i>
<i>EVCS</i>	<i>Electric Vehicle Charging Station</i>
<i>FTD</i>	<i>Fuels and Transportation Division</i>
<i>MDU</i>	<i>Multiple-Dwelling Unit</i>
<i>PEV</i>	<i>Plug-in Electric Vehicle</i>
<i>Recipient</i>	<i>Ventura County Regional Energy Alliance</i>
<i>VCAPCD</i>	<i>Ventura County Air Pollution Control District</i>
<i>VCREA</i>	<i>Ventura County Regional Energy Alliance</i>
<i>ZEV</i>	<i>Zero Emission Vehicle</i>

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 December 14, 2017, the California Energy Commission (Energy Commission) released a Grant Solicitation and Application Package entitled "Electric Vehicle (EV) Ready Communities Challenge Phase I- Blueprint Plan Development Solicitation" under the ARFVTP. This competitive grant solicitation was for Phase I of an expected two phase effort for EV ready communities. Phase I planning blueprints will identify the actions and milestones needed to proceed towards implementation of an EV ready community. In response to GFO-17-604, the Recipient submitted application #15 which was proposed for funding in the Energy

Commission's Notice of Proposed Awards on April 4, 2018. GFO-17-604 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:

California has ambitious goals to reach five million Zero Emission Vehicles (ZEV) by 2030. To reach these goals, significant barriers need to be overcome, particularly in deploying chargers at workplaces, multi-family housing, and in Disadvantaged Communities (DACs). While adding EV chargers to single family residences is relatively straightforward, providing charging opportunities is much more complicated for potential EV drivers who park on-street or are unable to access charging at multi-family housing.

Lack of charging opportunities at home, at workplaces, or convenient fast charging availability causes potential EV drivers to not purchase an EV. Condo associations may not allow potential EV drivers to charge at commonly owned carports or assigned parking. Additionally, electrical rooms can be full or difficult to add new circuits or meters. Rental property owners face these issues as well and have little incentive to add charging infrastructure. Even if owners or renters are interested in adding chargers, lack of knowledge and finances holds back projects. DACs face all the above problems as well as much higher transportation costs as a percentage of income.

Five million ZEVs statewide equates to more than one-eighth of the vehicles in a community being ZEVs. Backcasting from this number, how many chargers are needed at single family and multi-family residences, at workplaces and in public areas? How can local governments and large employers electrify their fleets, build charging infrastructure, and incentivize their employees to drive EVs?

Goals of the Agreement:

The goal of this Agreement is to develop a comprehensive and replicable EV Ready Community Blueprint that describes a step by step plan for electrifying the transportation sector in Ventura County. The Blueprint will conduct research on and have a special focus on workplaces, multi-family housing, and DACs to understand the unique barriers they face. All project activities will place special emphasis on DACs, as defined by CalEPA's CalEnviroScreen 3.0, and low-income communities within the region to support a more equitable distribution of ZEV adoption, infrastructure development, and benefits from increased all-EV travel in these areas.

Supportive goals include understanding the barriers to installing chargers at workplaces, multi-family housing, destinations, and in DACs. Data will be collected to better understand the composition of these potential EV charging locations in Ventura County, as well as highlight case studies where strategies are working.

The project will utilize the existing Plug-In Central Coast for implementation. Plug-In Central Coast is the regional Coordinating Council for plug-in electric vehicle (PEV) Readiness for Ventura, Santa Barbara, and San Luis Obispo Counties, and was established in 2011. Plug-In Central Coast steering committee members from Community Environmental Council of Santa Barbara (CEC-SB) and Ventura County Air Pollution Control District (VCAPCD) will lead the project, with support and leadership from the Ventura County Regional Energy Alliance (VCREA), EV Alliance (EVA), and many community partners.

Objectives of the Agreement:

The objectives of this Agreement are to:

- Actively engage community members and a diverse group of stakeholders in the development of the EV Ready Blueprint. A coalition of local businesses, property management companies, community leaders, local government staff, and community-based organizations representing lower-income and DACs will be convened. Input from coalition members will be obtained to inform Blueprint goals, strategies, and proposed projects and programs for the equitable acceleration of EV adoption in Ventura County communities.
- Increase charger installations by developing a list of the 100 largest/best fit multi-family housing complexes in Ventura County, and testing strategies for removing barriers to charging access. Case studies, lists and maps of condo complexes, surveys, identification of resident “champions”, information on incentive programs, and other strategies will be developed to rank complexes by likelihood to add additional or new charging infrastructure. Maps and lists of complexes, including potential neighborhood DC Fast Charging sites and top solar charging carport sites will be compiled.
- Increase charger installations by developing a list of the top 100 largest/best fit workplaces and destinations in Ventura County, and testing strategies for removing barriers to charging access. These potential EV charging sites will be given information on incentive programs and surveyed for existing or planned EV chargers, and top barriers facing these sites. Existing and prospective solar carport sites will be catalogued, and sample plans with case studies and benefits of integrating solar carports, and EV charging for fleets and employees in one integrated project will be distributed.
- Develop a replicable model to accelerate the usage of EVs in DACs. Regional experts and community-based partners who work with these residents will help to develop the project. The 50 largest/best fit housing complexes in the region’s DACs will be identified, given information on incentive programs, and research conducted to ascertain primary barriers to increasing charger access and usage of EVs. Supportive efforts and policies will be tested at a pilot scale to surmount these barriers.
- Develop EV Accelerator plans for the Cities of Oxnard and Ventura and the Port of Hueneme, which will detail the charging infrastructure and other characteristics needed for the Cities of Oxnard and Ventura to reach a goal of one-eighth of all vehicles be EVs, in line with California’s goals of five million EVs by 2030. The plan will use the Cities of Oxnard and Ventura’s municipal operations and the Port of Hueneme as a major employer as potential studies of how to achieve this advanced electrification future.

- Complete an EV Ready Blueprint for Ventura County, which will utilize information and data gathered from all prior tasks to accelerate the deployment of electrified transportation with a holistic and futuristic view of regional EV transportation planning. The Blueprint will provide background context, goals, and strategies while focusing on replicable plans to increase EV usage and charging infrastructure in multi-family housing, workplaces and destinations, with an emphasis on projects benefiting DACs.

TASK 1 ADMINISTRATION

Task 1.1 Attend Kick-off Meeting

The goal of this task is to establish the lines of communication and procedures for implementing this Agreement. The Commission Agreement Manager (CAM) shall designate the date and location of this meeting and provide an agenda to the Recipient prior to the meeting.

The Recipient shall:

- Attend a “Kick-Off” meeting with the CAM, the Commission Agreement Officer (CAO), and a representative of the Energy Commission Accounting Office. The Recipient shall bring their Project Manager, Agreement Administrator, Accounting Officer, and any others determined necessary by the Recipient or specifically requested by the CAM to this meeting.
- Discuss the following administrative and technical aspects of this Agreement:
 - Agreement Terms and Conditions
 - Critical Project Review (Task 1.2)
 - Match fund documentation (Task 1.6) No reimbursable work may be done until this documentation is in place.
 - Permit documentation (Task 1.7)
 - Subcontracts needed to carry out project (Task 1.8)
 - The CAM’s expectations for accomplishing tasks described in the Scope of Work
 - An updated Schedule of Products and Due Dates
 - Monthly Progress Reports (Task 1.4)
 - Technical Products (Product Guidelines located in Section 5 of the Terms and Conditions)
 - Final Report (Task 1.5)

Recipient Products:

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

Commission Agreement Manager Product:

- *Kick-Off Meeting Agenda*

Task 1.2 Critical Project Review (CPR) Meetings

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

The 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, 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 Commission Grants Office Officer, and the Commission Agreement Manager. The technical and administrative aspects of Agreement closeout will be discussed at the meeting, which may be two separate meetings at the discretion of the Commission Agreement Manager.

The technical portion of the meeting shall present an assessment of the degree to which project and task goals and objectives were achieved, findings, conclusions, recommended next steps (if any) for the Agreement, and recommendations for improvements. The Commission Agreement Manager will determine the appropriate meeting participants.

The administrative portion of the meeting shall be a discussion with the Commission Agreement Manager and the Grants Officer about the following Agreement closeout items:

- What to do with any equipment purchased with Energy Commission funds (Options)
- Energy Commission's request for specific "generated" data (not already provided in Agreement products)
- Need to document Recipient's disclosure of "subject inventions" developed under the Agreement
- "Surviving" Agreement provisions
- Final invoicing and release of retention
- Prepare a schedule for completing the closeout activities for this Agreement.

Products:

- *Written documentation of meeting agreements*
- *Schedule for completing closeout activities*

Task 1.4 Monthly Progress Reports

The goal of this task is to periodically verify that satisfactory and continued progress is made towards achieving the objectives of this Agreement on time and within budget.

The objectives of this task are to summarize activities performed during the reporting period, to identify activities planned for the next reporting period, to identify issues that may affect performance and expenditures, and to form the basis for determining whether invoices are consistent with work performed.

The Recipient shall:

- Prepare a Monthly Progress Report which summarizes all Agreement activities conducted by the Recipient for the reporting period, including an assessment of the ability to complete the Agreement within the current budget and any anticipated cost overruns. Each progress report is due to the Commission Agreement Manager within 10 days of the end of the reporting period. The recommended specifications for each progress report are contained in Section 6 of the Terms and Conditions of this Agreement.
- In the first Monthly Progress Report and first invoice, document and verify match expenditures and provide a synopsis of project progress, if match funds have been expended or if work funded with match share has occurred after the notice of proposed award but before execution of the grant agreement. If no match funds have been expended or if no work funded with match share has occurred before execution, then state this in the report. All pre-execution match expenditures must conform to the requirements in the Terms and Conditions of this Agreement.

Product:

- *Monthly Progress Reports*

Task 1.5 Final Report

The goal of the Final Report is to assess the project's success in achieving the Agreement's goals and objectives, advancing science and technology, and providing energy-related and other benefits to California.

The objectives of the Final Report are to clearly and completely describe the project's purpose, approach, activities performed, results, and advancements in science and technology; to present a public assessment of the success of the project as measured by the degree to which goals and objectives were achieved; to make insightful observations based on results obtained; to draw conclusions; and to make recommendations for further projects and improvements to the FTD project management processes.

The Final Report shall be a public document. If the Recipient has obtained confidential status from the Energy Commission and will be preparing a confidential version of the Final Report as well, the Recipient shall perform the following activities for both the public and confidential versions of the Final Report.

The Recipient shall:

- Prepare an Outline of the Final Report, if requested by the CAM.
- Prepare a Final Report following the latest version of the Final Report guidelines which will be provided by the CAM. The CAM shall provide written comments on the Draft Final Report within fifteen (15) working days of receipt. The Final Report must be completed at least 60 days before the end of the Agreement Term.
- Submit one bound copy of the Final Report with the final invoice.

Products:

- *Outline of the Final Report, if requested*
- *Draft Final Report*
- *Final Report*

Task 1.6 Identify and Obtain Matching Funds

The goal of this task is to ensure that the match funds planned for this Agreement are obtained for and applied to this Agreement during the term of this Agreement.

The costs to obtain and document match fund commitments are not reimbursable through this Agreement. Although the Energy Commission budget for this task will be zero dollars, the Recipient may utilize match funds for this task. Match funds shall be spent concurrently or in advance of Energy Commission funds for each task during the term of this Agreement. Match funds must be identified in writing and the associated commitments obtained before the Recipient can incur any costs for which the Recipient will request reimbursement.

The Recipient shall:

- Prepare a letter documenting the match funding committed to this Agreement and submit it to the Commission Agreement Manager at least 2 working days prior to the kick-off meeting. If no match funds were part of the proposal that led to the Energy Commission awarding this Agreement and none have been identified at the time this Agreement starts, then state such in the letter. If match funds were a part of the proposal that led to the Energy Commission awarding this Agreement, then provide in the letter a list of the match funds that identifies the:
 - Amount of each cash match fund, its source, including a contact name, address and telephone number and the task(s) to which the match funds will be applied.
 - Amount of each in-kind contribution, a description, documented market or book value, and its source, including a contact name, address and telephone number and the task(s) to which the match funds will be applied. If the in-kind contribution is equipment or other tangible or real property, the Recipient shall identify its owner and provide a contact name, address and telephone number, and the address where the property is located.
- Provide a copy of the letter of commitment from an authorized representative of each source of cash match funding or in-kind contributions that these funds or contributions have been secured. For match funds provided by a grant a copy of the executed grant shall be submitted in place of a letter of commitment.
- Discuss match funds and the implications to the Agreement if they are reduced or not obtained as committed, at the kick-off meeting. If applicable, match funds will be included as a line item in the progress reports and will be a topic at CPR meetings.
- Provide the appropriate information to the Commission Agreement Manager if during the course of the Agreement additional match funds are received.

- Notify the Commission Agreement Manager within 10 days if during the course of the Agreement existing match funds are reduced. Reduction in match funds must be approved through a formal amendment to the Agreement and may trigger an additional CPR meeting.

Products:

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

Task 1.7 Identify and Obtain Required Permits

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

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

The Recipient shall:

- Prepare a letter documenting the permits required to conduct this Agreement and submit it to the Commission Agreement Manager at least 2 working days prior to the kick-off meeting. If there are no permits required at the start of this Agreement, then state such in the letter. If it is known at the beginning of the Agreement that permits will be required during the course of the Agreement, provide in the letter:
 - A list of the permits that identifies the:
 - Type of permit
 - Name, address and telephone number of the permitting jurisdictions or lead agencies
 - The schedule the Recipient will follow in applying for and obtaining these permits.
- Discuss the list of permits and the schedule for obtaining them at the kick-off meeting and develop a timetable for submitting the updated list, schedule and the copies of the permits. The implications to the Agreement if the permits are not obtained in a timely fashion or are denied will also be discussed. If applicable, permits will be included as a line item in the Progress Reports and will be a topic at CPR meetings.
- If during the course of the Agreement additional permits become necessary, provide the appropriate information on each permit and an updated schedule to the Commission Agreement Manager.
- As permits are obtained, send a copy of each approved permit to the Commission Agreement Manager.

- If during the course of the Agreement permits are not obtained on time or are denied, notify the Commission Agreement Manager within 5 working days. Either of these events may trigger an additional CPR.

Products:

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

The goal of this task is to actively engage community members and a diverse group of stakeholders in the development of the Ventura County EV Ready Blueprint. A coalition of local businesses, property management companies, community leaders, local government staff, and community-based organizations representing lower-income and DACs will be convened. Input from coalition members will be obtained to inform Blueprint goals, strategies, and proposed projects and programs for the equitable acceleration of EV adoption in Ventura County communities.

The Recipient shall:

- Develop plans for the coordination and facilitation of an inclusive EV Ready coalition with representatives of lower-income and DACs, local government staff, businesses, property managers, community leaders, and utilities.
- Engage with SCE's Clean Energy Access Working Group to coordinate activities focused equitable transportation electrification at the local level.
- Convene EV Ready coalition meetings to develop a better understanding of community barriers to EV adoption and infrastructure development.
- Collect stakeholder input to inform development of EV Ready Blueprint goals, strategies, and proposed project and programs.
- Conduct listening sessions and focus groups with community members to create targeted messaging for EV Ready awareness campaigns, and to directly involve community members in EV Ready program and project development.

Products:

- *Meeting agendas and minutes*
-
- *Summary of stakeholder comments*
- *Summary of EV Ready campaign outreach materials*

TASK 3 MULTI-FAMILY HOUSING EVCS SITING

The goal of this task is to develop a list of the 100 largest/best fit multi-family housing stock in the region and test strategies for removing barriers to charging access. Case studies, lists and maps of condo and apartment complexes, online surveys, identification of resident "champions" and other strategies will be developed. Maps and lists of potential neighborhood DC Fast Charging sites and top solar charging carport sites will be compiled.

The Recipient shall:

- Survey existing multi-family housing complexes for ones that have added chargers or have had resident requests to do so. Develop case studies of top local multi-family charging solutions, and send them to multi-dwelling unit (MDU) owners/associations. Rank list of existing complexes by size, demographics, resident interest in EVs, and other characteristics to develop a list of top targets for SCE's Charge Ready Program or other funding opportunities.
- Develop a resident survey to gauge interest in EVs, discover barriers, and inform residents of EV incentives, benefits, and challenges. Identify resident EV owner/prospective EV owner "champions" to learn the individual complex characteristics, and to recruit other residents interested in EVs.
- Rank multi-family complexes for likelihood of adding EV chargers, based upon past EV charging requests, survey data, size, owner/renter demographics, etc.

- Develop a list and map of multi-family complexes that have charging facilities or charging friendly policies and post on the VCAPCD and Plug-In Central Coast websites. Develop press releases to gain earned media news stories letting prospective condo buyers or renters know about this resource.
- Develop a list and maps of potential DC Fast Charging sites (especially extremely fast 150 kW-350 kW) at nearby neighborhood amenities such as grocery stores, shopping centers, and restaurants for highest ranked complexes.

Products:

- *Multi-family Report for all existing medium and large multi-family housing ranked with top candidates for adding EV chargers*
- *Case studies of local multi-family charger success stories*
- *Survey results of multi-family residents, which shall not include any personal information under the Information Practices Act. See Exhibit D for more details.*
- *List and map of multi-family complexes with charging facilities posted on the VCAPCD and Plug-In Central Coast websites*
- *List and maps of potential DC Fast Charging sites in neighborhoods of highest ranked complexes*

TASK 4 WORKPLACE AND DESTINATION EVCS SITING

The goal of this task is to spur the development of workplace and destination charging, including solar charging carports. A list of the 100 largest/best fit workplaces and destinations in the region will be developed and surveyed for existing or planned EV chargers, as well as main barriers to installing EV chargers. Existing and prospective solar carport sites will be catalogued, sample plans with case studies and benefits of integrating solar carports, and EV charging for fleets and employees in one integrated project will be distributed.

The Recipient shall:

- Develop a list with contact information for the largest employers and destinations in the region. Survey these workplaces and destinations for existing or planned EV chargers, and share best practices and resources.
- Develop a list and maps of all existing solar carports in the region, as well as identify local governments and businesses that have policies in place to develop solar carports, add EV chargers, add fleet EVs, and reduce impacts of employee commuting.
- Develop plans and case studies with best practices to integrate solar carports with EV charging for fleets and employees.
- Outreach to top solar charging carport site hosts with plans and best practices.

Products:

- *Lists, maps, and survey results of largest employers and destinations*

- *Lists and maps of existing solar carports and potential solar charging carports*
- *Workplace/Destination Report including plans, case studies, and outreach for solar charging carports*

TASK 5 ACCELERATE EV USAGE IN DISADVANTAGED COMMUNITIES

The goal of this task is to develop a replicable model to accelerate the usage of EVs in DACs. The 50 largest/best fit housing complexes in the region's DACs will be identified, and research conducted to ascertain primary barriers to increasing charger access and usage of EVs.

The Recipient shall:

- Develop a list with contact info of the 50 largest multi-family housing complexes in the region's DACs. Inform them of SCE's Charge Ready Program.
- Identify top sites for future deployment of charging infrastructure, including solar charging carports.
- Survey residents regarding their awareness of EVs, and main barriers to EV usage.
- Inform residents of the \$4,950 in Clean Vehicle Rebate Project and Clean Fuel Rewards programs, financial savings of driving electric and pilot strategies for removing barriers to EV usage.
- Develop a list and maps of potential DC Fast Charging sites (especially extremely fast 150 kW-350 kW) at nearby neighborhood amenities such as grocery stores, shopping centers, and restaurants.

Products:

- *Report of the largest multi-family housing complexes in the region's DACs*
- *Survey data detailing top barriers to purchasing an EV, along with strategies to surmount these barriers*
- *Maps and lists of top sites for future deployment of charging infrastructure, including best locations for solar charging carports*
- *Maps and lists of potential DC Fast Charging sites near largest multi-family housing complexes*

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

TASK 6 DEVELOP EV ACCELERATOR PLANS FOR THE CITIES OF OXNARD, VENTURA, AND THE PORT OF HUENEME

The goal of this task is to develop conceptual plans for the Cities of Oxnard and Ventura and the Port of Hueneme to transition to electrified communities. The EV Accelerator Plans will detail the charging infrastructure and other characteristics needed for the Cities of Oxnard and Ventura to reach a goal of one-eighth of all vehicles be EVs, in line with California's goals of five million EVs by 2030. The plan will use the Cities of Oxnard and Ventura's municipal operations and the Port of Hueneme as a major employer as potential studies of how to achieve this advanced electrification future.

The Recipient shall:

- Develop conceptual plans for the Cities of Oxnard and Ventura and Port of Hueneme to reach one-eighth electrified transportation.

Products:

- *EV Accelerator conceptual plans for the Cities of Oxnard and Ventura and Port of Hueneme*

TASK 7 FINALIZE THE VENTURA COUNTY EV READINESS BLUEPRINT

The goal of this task is to develop an EV Ready Blueprint for Ventura County, which will accelerate the deployment of electrified transportation with a holistic and futuristic view of regional EV transportation planning. The Blueprint will provide background context, goals, and strategies while focusing on replicable plans to increase EV usage and charging infrastructure in multi-family housing, workplaces and destinations, with an emphasis on projects benefiting DACs.

The Recipient shall:

- Develop a comprehensive and replicable EV Ready Community Blueprint, which details the steps needed for a regional electrified transportation network.

Products:

- *Draft EV Ready Community Blueprint*
- *EV Ready Community Blueprint*

Recipient must submit a complete EV Ready Blueprint for Ventura County to the CAM by July 1, 2019 to be eligible for funding under the planned Phase II solicitation. The July 1, 2019 due date may be extended if the Energy Commission, and not the Recipient, caused a delay in execution of this Agreement past July 1, 2018.

STATE OF CALIFORNIA

STATE ENERGY RESOURCES
CONSERVATION AND DEVELOPMENT COMMISSION

RESOLUTION - RE: VENTURA COUNTY REGIONAL ENERGY ALLIANCE

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-17-046 with Ventura County Regional Energy Alliance for a \$196,466 grant to develop a blueprint that engages a diverse group of stakeholders and conduct research on workplaces, multi-family housing, and disadvantaged communities. These findings will be distilled into a comprehensive and replicable EV ready community blueprint describing a step-by-step plan for electrifying the transportation sector in Ventura County; and

FURTHER BE IT RESOLVED, that the Executive Director or his/her designee shall execute the same on behalf of the Energy Commission.

CERTIFICATION

The undersigned Secretariat to the Commission does hereby certify that the foregoing is a full, true, and correct copy of a Resolution duly and regularly adopted at a meeting of the California Energy Commission held on May 9, 2018.

AYE: [List of Commissioners]

NAY: [List of Commissioners]

ABSENT: [List of Commissioners]

ABSTAIN: [List of Commissioners]

Cody Goldthrite,
Secretariat