



STATE OF CALIFORNIA

# GRANT REQUEST FORM (GRF)

CEC-270 (Revised 12/2021)

CALIFORNIA ENERGY COMMISSION

## A) New Agreement # ARV-21-067 (to be completed by CGL office)

B) Division	Agreement Manager:	MS-	Phone
600 Fuels and Transportation Division	Sarah Williams	27	916-931-9425

C) Recipient's Legal Name	Federal ID #
City of Culver City	95-6000701

D) Title of Project
Culver City Battery Electric Bus Transportation Facility Electrification

## E) Term and Amount

Start Date	End Date	Amount
04 / 26 / 2022	03 / 31 / 2026	\$ 5,000,000

## F) Business Meeting Information

ARFVTP agreements \$75K and under delegated to Executive Director  
 Proposed Business Meeting Date 04 / 26 / 2022  Consent  Discussion  
 Business Meeting Presenter Esther Odufuwa Time Needed: 5 minutes  
 Please select one list serve. Altfuels (AB118-ARFVTP)

### Agenda Item Subject and Description:

CULVER CITY. Proposed resolution approving Agreement ARV-21-067 with the City of Culver City for a \$5,000,000 grant to install electric vehicle charging infrastructure to support 36 battery-electric transit buses, and adopting staff's determination that this action is exempt from CEQA. (Clean Transportation Program funding.) Contact: Sarah Williams. (Staff Presentation: 5 minutes)

## G) California Environmental Quality Act (CEQA) Compliance

- 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 .
- If Agreement is considered a "Project" under CEQA:
  - Agreement **IS** exempt.
    - Statutory Exemption. List PRC and/or CCR section number: 21080.25(b)(6);
    - Categorical Exemption. List CCR section number: Section 15332-Infill Development Projects
    - Common Sense Exemption. 14 CCR 15061 (b) (3) Explain reason why Agreement is exempt under the above section:  
 PRC 21080.25 provides exemptions for the construction of infrastructure to charge or refuel zero-emission transit buses and the maintenance, repair, relocation, replacement, or removal of any utility infrastructure associated with the



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zero-emission transit infrastructure. This project would construct the infrastructure to charge zero-emission transit buses; the project would be carried out by the City of Culver City, which is a public agency that is subject to, and in compliance with, the State Air Resources Board’s Innovative Clean Transit regulations (Article 4.3 (commencing with Section 2023) of Chapter 1 of Division 3 of Title 13 of the California Code of Regulations); and the project is located on property owned by a public transit agency. On February 28, 2022, 2021, lead agency Culver City approved the project, and filed their NOE with the County Clerk finding that the project was exempt under PRC 21080.25. The California Energy Commission will be the responsible agency for the project.

Cal. Code Regs., tit. 14, sec. 15303 provides that projects which consist of construction and location of limited numbers of new, small facilities or structures; installation of small new equipment and facilities in small structures; and the conversion of existing small structures from one use to another where only minor modifications are made in the exterior of the structure, are categorically exempt from the provisions of CEQA. This project consists of installation of small new equipment to charge electric buses. Therefore, the project falls within section 15303 and will not have a significant effect on the environment.

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

**H) List all subcontractors (major and minor) and equipment vendors, including those listed in the grant application:** (attach additional sheets as necessary)

Legal Company Name:	Budget
Center for Transportation and the Environment, Inc. (CTE)	\$ 498,421
MOEV, Inc.	\$ 527,244
AECOM Technical Services, Inc. 3	\$ 326,264

**I) List all partners, including those listed in the grant application:** (attach additional sheets as necessary)

Legal Company Name:
Southern California Edison Company

**J) Budget Information**



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Funding Source	Funding Year of Appropriation	Budget List Number	Amount
Clean Transportation Program	FY 18/19	601.118K	\$5,000,000
Funding Source			\$

R&D Program Area: Select Program Area TOTAL: \$5,000,000

Explanation for "Other" selection

Reimbursement Contract #: Federal Agreement #:

K) Recipient's Contact Information

1. Recipient's Administrator/Officer

Name: Nick Szamet
Address: 4343 Duquesne Ave
City, State, Zip: Culver City, CA 90232
Phone: (310) 253 -6523
E-Mail: nick.szamet@culvercity.org

Name: Michael Tobin
Address: 4343 Duquesne Ave
City, State, Zip: Culver City, CA 90232
Phone: (310) 253-6593
E-Mail: michael.tobin@culvercity.org

2. Recipient's Project Manager

L) Selection Process Used

- Competitive Solicitation #: GFO-20-602
First Come First Served Solicitation #: - -

M) The following items should be attached to this GRF

- Exhibit A, Scope of Work Attached
Exhibit B, Budget Detail Attached
CEC 105, Questionnaire for Identifying Conflicts Attached
Recipient Resolution N/A Attached
CEQA Documentation N/A Attached

Sarah Williams Agreement Manager 4/14/2022 Date

Elizabeth John Office Manager 4/14/2022 Date

Elizabeth John for Melanie Vail Deputy Director 4/14/2022 Date

## Exhibit A SCOPE OF WORK

### TECHNICAL TASK LIST

Task #	CPR	Task Name
1		Administration
2		Procure Charging Equipment
3	X	Construction and Administration
4	X	Charge Management
5		Data Collection and Analysis
6		Project Fact Sheet

### KEY NAME LIST

Task #	Key Personnel	Key Subcontractor(s)	Key Partner(s)
1	Rolando Cruz, Chief Transportation Officer (City of Culver City) Mike Tobin, Deputy Transportation Officer (City of Culver City) Nick Szamet, Sr. Management Analyst (City of Culver City)	Center for Transportation and the Environment, Inc. (CTE)	
2	Matt Jordan, Facilities Supervisor (City of Culver City) Allison Cohen, Fleet Services Manager (City of Culver City)	CTE	
3	Matt Jordan, Facilities Supervisor	CTE	Southern California Edison Company
4	Rolando Cruz, Chief Transportation Officer Mike Tobin, Deputy Transportation Officer	MOEV, Inc.	
5	Mike Tobin, Deputy Transportation Officer Allison Cohen, Fleet Services Manager	CTE	

Task #	Key Personnel	Key Subcontractor(s)	Key Partner(s)
6	Nick Szamet, Sr. Management Analyst  Mike Tobin, Deputy Transportation Officer		

## GLOSSARY

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

Term/ Acronym	Definition
BEB	Battery Electric Bus
CAM	Commission Agreement Manager
CAO	Commission Agreement Officer
CCS	Combined Charging System
CEC	California Energy Commission
CPR	Critical Project Review
CTE	Center for Transportation and the Environment, Inc.
DAC	Disadvantaged Community
EVITP	Electric Vehicle Infrastructure Training Program
FETP	Facility Electrification Transition Plan
FTD	Fuels and Transportation Division
OCPP	Open Charge Point Protocol
Recipient	City of Culver City
SAE	Society of Automotive Engineers
SCE	Southern California Edison Company
ZEB	Zero-Emission Bus

## Background

Assembly Bill (AB) 118 (Núñez, Chapter 750, Statutes of 2007), created the Clean Transportation Program (formerly known as the Alternative and Renewable Fuel and Vehicle Technology Program). The statute authorizes the California Energy Commission (CEC) 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 Program through January 1, 2024, and specifies that the CEC 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 Clean Transportation

Program has an annual budget of approximately \$100 million and provides financial support for projects that:

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

On July 22, 2020, the CEC released Grant Funding Opportunity entitled “Zero-Emission Transit Fleet Infrastructure Deployment.” This competitive grant solicitation was to fund the electric vehicle (EV) charging or hydrogen-refueling infrastructure needed to support the large-scale conversion of transit bus fleets to zero-emission vehicles (ZEVs) at multiple transit agencies serving diverse geographic regions and populations. In response to GFO-20-602, the Recipient submitted application #3 which was proposed for funding in the CEC’s First Revised Notice of Proposed Awards on August 18, 2021. GFO-20-602 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 CEC’s Award, CEC’s Award shall control. Similarly, in the event of any conflict or inconsistency between the terms of this Agreement and the Recipient’s Application, the terms of this Agreement shall control.

**Problem Statement:**

The manufacturers of battery electric transit vehicles and charging systems are regularly innovating electric battery technologies, battery capacities, charging systems, and bus configurations to meet the challenges facing transit agencies who are interested in transitioning to an electric fleet. Some of the tasks to consider for the transitioning phase include accessibility, range, interoperability, speed, knowledge-base and skillsets of maintenance professionals, as well as comfort, and convenience of Bus Operators. Additionally, tasks associated with infrastructure needs include charging rate, speed, conduits, overall voltage required, Southern California Edison Company (SCE) infrastructure required, agency parking, and traffic flow. However, by addressing both bus and infrastructure requirements in congruence, transit properties such as Culver City will be in a much better position for the successful transition to electric vehicle technology. While electric bus technology is becoming increasingly commercially viable, there still remain a number of barriers that government transit agencies such as Culver City face when it comes to adoption of zero emission technology.

## **Goals of the Agreement:**

The goal of this Agreement is to support the transition of Culver City's entire bus fleet to a 100 percent zero emission fleet by 2028, well in advance of California Air Resources Board's (CARB) Innovative Clean Transit (ICT) 2040 goal and zero-emission bus (ZEB) purchasing mandates. To meet their goal, Culver City has established a multi-phased project to develop a ZEB transition plan, design and build charging infrastructure, and replace their current compressed natural gas (CNG) fleet with battery electric buses starting in 2021 and achieving a 100 percent zero emission fleet by 2028.

## **Objectives of the Agreement:**

The objectives of this Agreement are to install charging equipment needed to support at least 36 battery electric buses (BEBs), including shuttle buses and mini-buses, and collect 12 months of data on no less than 15 new BEBs, to support the City of Culver City's transition to an all-electric fleet by 2028.

## **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 California Energy Commission (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 a written statement of project activities that have occurred after the notice of proposed awards but prior to the execution of the agreement using match funds. If none, provide a statement that no work has been completed using match funds prior to the execution of the agreement. All pre-execution match expenditures must conform to the requirements in the Terms and Conditions of this Agreement.
- Discuss the following administrative and technical aspects of this Agreement:
  - Agreement Terms and Conditions
  - Critical Project Review (Task 1.2)
  - Match fund documentation (Task 1.7) No reimbursable work may be done until this documentation is in place.
  - Permit documentation (Task 1.8)
  - Subawards needed to carry out project (Task 1.9)
  - 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)
- Technical Products (Product Guidelines located in Section 5 of the Terms and Conditions)
- Final Report (Task 1.6)

**Recipient Products:**

- Updated Schedule of Products
- Updated List of Match Funds
- Updated List of Permits
- Written Statement of Match Share Activities

**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 CEC 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 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 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 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
- “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 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 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
- Provide verbal answers to the CAM during the call.

**Product:**

- 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 10<sup>th</sup> 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 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 CEC 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.
- 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
- Draft Final Report
- Final Report

**Task 1.7 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 CEC budget for this task will be zero dollars, the Recipient may utilize match funds for this task. Match funds must be identified in writing and the associated commitments obtained before the Recipient can incur any costs for which the Recipient will request reimbursement.

**The Recipient shall:**

- Prepare a letter documenting the match funding committed to this Agreement and submit it to the CAM at least 2 working days prior to the kick-off meeting. If no match funds were part of the proposal that led to the CEC 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 CEC awarding this Agreement, then provide in the letter a list of the match funds that identifies the:
  - Amount of each cash match fund, its source, including a contact name, address and telephone number and the task(s) to which the match funds will be applied.
  - Amount of each in-kind contribution, a description, documented market or book value, and its source, including a contact name, address and telephone number and the task(s) to which the match funds will be applied. If the in-kind contribution is equipment or other tangible or real property, the Recipient shall identify its owner and provide a contact name, address and telephone number, and the address where the property is located.
- Provide a copy of the letter of commitment from an authorized representative of each source of cash match funding or in-kind contributions that these funds or contributions have been secured. For match funds provided by a grant a copy of the executed grant shall be submitted in place of a letter of commitment.
- Discuss match funds and the implications to the Agreement if they are reduced or not obtained as committed, at the kick-off meeting. If applicable, match funds will be included as a line item in the progress reports and will be a topic at CPR meetings.
- Provide the appropriate information to the CAM if during the course of the Agreement additional match funds are received.
- Notify the CAM within 10 days if during the course of the Agreement existing match funds are reduced. Reduction in match funds must be approved through a formal amendment to the Agreement and may trigger an additional CPR meeting.

**Products:**

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

**Task 1.8 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. If there are no permits required at the start of this Agreement, then state such in the letter. If it is known at the beginning of the Agreement that permits will be required during the course of the Agreement, provide in the letter:
  - A list of the permits that identifies the:
    - Type of permit
    - Name, address and telephone number of the permitting jurisdictions or lead agencies
  - The schedule the Recipient will follow in applying for and obtaining these permits.
- Discuss the list of permits and the schedule for obtaining them at the kick-off meeting and develop a timetable for submitting the updated list, schedule and the copies of the permits. The implications to the Agreement if the permits are not obtained in a timely fashion or are denied will also be discussed. If applicable, permits will be included as a line item in the Progress Reports and will be a topic at CPR meetings.
- If during the course of the Agreement additional permits become necessary, provide the appropriate information on each permit and an updated schedule to the CAM.
- As permits are obtained, send a copy of each approved permit to the CAM.
- If during the course of the Agreement permits are not obtained on time or are denied, notify the CAM within 5 working days. Either of these events may trigger an additional CPR.

**Products:**

- Letter documenting the permits or stating that no permits are required
- 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 1.9 Obtain and Execute Subawards**

The goal of this task is to ensure quality products and to procure subrecipients 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.

**The Recipient shall:**

- Manage and coordinate subrecipient activities.
- If requested by the CAM, submit a draft of each subaward required to conduct the work under this Agreement to the CAM for review.
- If requested by the CAM, submit a final copy of the executed subaward.
- If Recipient intends to add new subrecipients or change subrecipients, then the Recipient shall notify the CAM.

**Products:**

- Letter describing the subawards needed, or stating that no subawards are required
- Draft subcontracts (if requested)
- Final subcontracts (if requested)

**TECHNICAL TASKS**

**TASK 2 PROCURE CHARGING EQUIPMENT**

The goal of this task is to specify and purchase charging equipment that will meet Culver City's charging requirements. Selected chargers must have demonstrated interoperability with other transit bus manufacturers and comply with Society of Automotive Engineers (SAE) J1772 CCS1 and/or SAE J3105 charging standards. The selected charger shall also be compliant with open standards-based network communications, i.e., Open Charge Point Protocol (OCPP). Charging equipment will support up to thirty-six (36) 40-foot battery electric buses.

**The Recipient shall:**

- Develop charging infrastructure equipment specifications.
- Provide a copy of final product specifications to the CAM.
- Issue a Request for Proposals (RFP) for charging equipment.
- Provide a copy of the RFP document to the CAM.
- Evaluate and select charging equipment provider.
- Award an equipment provider and provide a copy of the Council Authorization of Award to the CAM.
- Purchase and have charging equipment delivered.

**Products:**

- Final product specifications used for Procurement
- RFP Document
- Council Authorization of Award

### **TASK 3 CONSTRUCTION AND ADMINISTRATION**

The goal of this task is to construct and commission the charging infrastructure meeting the Final product specifications developed in task 2.

#### **The Recipient shall:**

- Develop final design of the charging infrastructure.
- Provide a copy of the Final Design Submission to the CAM.
- Construct charging equipment.
- Install charger installation and conduct grid-side commissioning with utility.
- Provide a Notification of Permanent Charger Installation & Grid-side Commissioning to the CAM.
- 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.
- Develop As-Built Drawings of site location. Submit copies to the CAM.
- Capture Photographic Evidence of related construction activities. Submit copies to the CAM.

#### **Products:**

- Final Design Submission
- Notification of Permanent Charger Installation & Grid-side Commissioning
- AB 841 Certifications
- EVITP Certification Numbers
- As-Built Drawings
- Photographic Evidence of related construction activities

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

### **TASK 4 CHARGE MANAGEMENT**

The goal of this task is to define the charging parameters and implement the MOEV, Inc charge management system. This system shall be capable of managing time of charging, charge duration, charge power, and number of concurrent chargers in order to manage utility costs and support grid reliability. Charging parameters shall consider SCE charge rates as well as Culver City transit service schedules and operations. The charge management system shall be capable of receiving energy management signals (such as hourly prices or direct load controls) from an Electric Vehicle Service Provider (EVSP), Energy Management System (EMS), or utility and

shall be capable of automatically adjusting charging load in consideration of the energy management signal.

**The Recipient shall:**

- Provide a copy of the background on selected software to the CAM.
- Install and configure software.
- Provide documentation of install and software configuration to the CAM.
- Train Culver City fleet staff on operation of the charge management system. Provide copies of training documentation to the CAM.

**Products:**

- Selected Software Background
- Documentation of install and software configuration
- Training documentation

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

**TASK 5 DATA COLLECTION AND ANALYSIS**

The goal of this task is to collect operational data from the project, to analyze that data for economic and environmental impacts, and to include the data and analysis in the Final Report.

**The Recipient shall:**

- Collect and provide the following data:
  - Number, type, date and location of chargers installed.
  - Nameplate capacity of the installed equipment, in kW for chargers.
  - Number and type of outlets per charger.
  - Location type, such as street, parking lot, hotel, restaurant or multi-unit housing.
  - Total cost per charger, the subsidy from the CEC per charger, federal subsidy per charger, utility subsidy per charger, and privately funded share per charger.
- Collect and provide 12 months of throughput for no less than 15 new battery electric buses, usage, and operations data from the project including, but not limited to:
  - Number of charging sessions
  - Average charger downtime
  - Peak power delivered (kW)
  - Duration of active charging, hourly

- Duration of charging session, hourly (e.g. vehicle parked but not actively charging)
  - Average session duration
  - Energy delivered (kWh)
  - Average kWh dispensed
  - Types of vehicles using the charging equipment
  - Applicable price for charging, including but not limited to: electric utility tariff, EVSP service contract, or public charger price.
  - Payment method for public charging
  - Energy delivered back to grid or facility if a bidirectional charging use case (kWh)
  - Maximum capacity of the new fueling system
  - Normal operating hours, up time, downtime, and explanations of variations
  - Gallons of gasoline and/or diesel fuel displaced (with associated mileage information)
  - Expected air emissions reduction, for example:
    - Non-methane hydrocarbons
    - Oxides of nitrogen
    - Particulate Matter
    - Formaldehyde
  - Duty cycle of the current fleet and the expected duty cycle of future vehicle acquisitions
- Identify any current and planned use of renewable energy at the facility.
  - Identify the source of the alternative fuel.
  - Describe any energy efficiency measures used in the facility that may exceed Title 24 standards in Part 6 of the California Code Regulations.
  - Provide data on potential job creation, economic development, and increased state revenue as a result of expected future expansion.
  - Provide a quantified estimate of the project's carbon intensity values for life-cycle greenhouse gas emissions.
  - Compare any project performance and expectations provided in the proposal to CEC with actual project performance and accomplishments.

**Products:**

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

**TASK 6 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 describes the project, the actual benefits resulting from the project, and lessons learned from implementing the project. 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

STATE OF CALIFORNIA

STATE ENERGY RESOURCES  
CONSERVATION AND DEVELOPMENT COMMISSION

RESOLUTION: City of Culver City

**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 ARV-21-067 with the City of Culver City for a \$5,000,000 grant to install electric vehicle charging infrastructure to support 36 battery-electric transit buses; and

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

**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 adopted at a meeting of the CEC held on April 26, 2022.

AYE:

NAY:

ABSENT:

ABSTAIN:

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Liza Lopez  
Secretariat