



GRANT REQUEST FORM (GRF)

A) New Agreement # ZVI-22-010 (to be completed by CGL office)

B) Division	Agreement Manager:	MS-	Phone
600 Fuels & Transportation	Kristi Villareal	44	916-908-7494

C) Recipient's Legal Name	Federal ID #
CLEAResult Consulting Inc.	72-1572984

D) Title of Project
Scalable Charging to Enable Majority EV Ownership (SCHEME)

E) Term and Amount

Start Date	End Date	Amount
9 / 14 / 2022	5 / 15 / 2025	\$ 2,007,360

F) Business Meeting Information

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

Proposed Business Meeting Date 9/14 /22 Consent **Discussion**

Business Meeting Presenter Kristi Villareal Time Needed: 5 minutes

Please select one list serve. Select

Agenda Item Subject and Description:

CLEAResult Consulting Inc. Proposed resolution approving Agreement ZVI-22-010 with CLEAResult Consulting Inc. for a \$2,007,360 grant to fund the installation of 100 Level 2 EV chargers that will support at least 300 multifamily housing units in Northern California – the majority of which will be within disadvantaged communities or low-income communities, and adopting staff’s determination that this action is exempt from CEQA. (General Fund Funding)
Contact: Kristi Villareal (Staff Presentation: 5 minutes)

G) California Environmental Quality Act (CEQA) Compliance

1. Is Agreement considered a “Project” under CEQA?

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

Explain why Agreement is not considered a “Project”:

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

2. If Agreement is considered a “Project” under CEQA:

a) Agreement **IS** exempt.

Statutory Exemption. List PRC and/or CCR section number:

Categorical Exemption. List CCR section number: CCR.Title.14, §§ 15301, 15303.

For this project, CLEAResult SCHEME will purchase and install electric vehicle charging infrastructure. The electric vehicle charging infrastructure will only involve commercially available products being installed in existing parking areas and/or existing facilities.



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California Code Regulations (CCR) Title 14 Section 15301 provides that projects which consist of the operation, repair, maintenance, permitting, leasing, licensing, or minor alterations of existing public or private structures, facilities, mechanical equipment, or topographical features, and which involve negligible or no expansion of existing or former, are categorically exempt from the provisions of CEQA. This project meets the requirements of 14 CCR 15301 because installation of the electric vehicle chargers and associated equipment will only involve minor alterations and no expansion of existing or former use since the installations will occur predominantly in existing facilities such as parking areas.

CCR Title 14 Section 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 meets the requirements of 14 CCR 15303 because only a limited number of new small equipment units in the form of electric vehicle chargers and associated equipment will be added to existing facilities such as commercial or multi-unit residential parking areas. This work will only require minor modifications, such as small amounts of trenching, extending electrical lines to the equipment, securing the electric vehicle chargers in place, and adding signage. Therefore, the project falls within section 15303 and will not have significant effect on the environment.

Common Sense Exemption. 14 CCR 15061 (b) (3) Explain reason why Agreement is exempt under the above section:

- 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

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
Tennyson Electric, Inc.	\$ 951,196
	\$ 0.00

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

Legal Company Name:

J) Budget Information



STATE OF CALIFORNIA

GRANT REQUEST FORM (GRF)

CEC-270 (Revised 12/2019)

CALIFORNIA ENERGY COMMISSION

Funding Source	Funding Year of Appropriation	Budget List Number	Amount
General Fund	FY 21/22	601.129ZEV	\$2,007,360
Funding Source			\$

R&D Program Area: TOTAL: \$ 2,007,360

Explanation for "Other" selection

Reimbursement Contract #: Federal Agreement #:

K) Recipient's Contact Information

1. Recipient's Administrator/Officer

Name: Peter Yeh
 Address: 180 Grand Ave, Suite 850
 City, State, Zip: Oakland, CA 94612
 Phone: (415) 963-9864
 E-Mail: peter.yeh@clearesult.com

2. Recipient's Project Manager

Name: Joseph Koproski
 Address: 180 Grand Ave, Suite 850
 City, State, Zip: Oakland, CA 94612
 Phone: (415) 848-1281
 E-Mail: joseph.koproski@clearesult.com

L) Selection Process Used

- Competitive Solicitation Solicitation #: GFO-21-603
 First Come First Served Solicitation Solicitation #: - -

M) The following items should be attached to this GRF

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

Agreement Manager

Date

Office Manager

Date

Deputy Director

Date

Exhibit A SCOPE OF WORK

TECHNICAL TASK LIST

Task #	CPR	Task Name
1		Administration
2		Finalize Project Site Selection
3	X	Outreach and Education
4	X	Engineering Design
5		Construction
6		Operations and Maintenance
7		Data Collection and Analysis
8		Project Fact Sheet

KEY NAME LIST

Task #	Key Personnel	Key Subcontractor(s)	Key Partner(s)
1	Peter Yeh/team – CLEAResult	N/A	N/A
2	Peter Yeh/team – CLEAResult	N/A	N/A
3	Peter Yeh/team – CLEAResult	N/A	N/A
4	Peter Yeh/team – CLEAResult	N/A	N/A
5	Peter Yeh/team – CLEAResult	Construction Team – TBD, Tennyson Electric	N/A
6	Peter Yeh/team – CLEAResult	N/A	N/A
7	Peter Yeh/team – CLEAResult	N/A	N/A
8	Peter Yeh/team – CLEAResult	N/A	N/A

GLOSSARY

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

Term/ Acronym	Definition
AHJ	Authority having jurisdiction

Term/ Acronym	Definition
CAM	Commission Agreement Manager
CAO	Commission Agreement Officer
CEC	California Energy Commission
CTP	Clean Transportation Program
CPR	Critical Project Review
EV	Electric vehicle
FTD	Fuels and Transportation Division
MFH	Multi-family housing
Recipient	CLEAResult Consulting Inc.
AHJ	Authority having jurisdiction

Background

The Budget Act of 2021 (AB 128, Ting, Chapter 21, Statutes of 2021, as amended by Senate Bill (SB) 129, Skinner, Chapter 69, Statutes of 2021 and SB 170, Skinner, Chapter 240, Statutes of 2021) appropriated \$785,000,000 from the General Fund to support infrastructure deployments and manufacturing projects for zero-emission light-duty and medium- and heavy-duty vehicles.

On November 24, 2021, the CEC released a Grant Funding Opportunity (GFO) entitled “Reliable, Equitable, and Accessible Charging for multi-family Housing (REACH).” This competitive grant solicitation was to demonstrate replicable and scalable business and technology models for large-scale deployment of electric vehicle (EV) charging infrastructure capable of maximizing access and EV travel for multi-family housing (MFH) residents. In response to GFO-21-603, the Recipient submitted application #5 which was proposed for funding in the CEC’s Notice of Proposed Awards on May 11, 2022. GFO-21-603 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 GFO-21-603 (the “Solicitation”) and the terms of the Recipient’s proposal in response to GFO-21-603 (the “Application”), the Solicitation shall control. In the event of any conflict or inconsistency between the Application and the terms of the Notice of Proposed Award issued by the CEC to the Recipient in response to the Application (“CEC’s Award”), CEC’s Award shall control. In the event of any conflict between the Solicitation and the CEC’s Award, the 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 or the CEC Award, the terms of this Agreement shall control.

Problem Statement:

EV adoption by MFH residents is limited as the properties often have characteristics that make onsite installations of EV chargers challenging. This creates a major barrier to widespread, light duty EV ownership, and therefore, a barrier to the achievement of California's equity and carbon reduction goals.

Goals of the Agreement:

The goal of this Agreement is to demonstrate a scalable model for cost effective deployment of EV charging at MFH properties.

Objectives of the Agreement:

The objective of this Agreement is to support at least 300 MFH units by installing a minimum of 100 Level 2 ports throughout existing parking areas at sites located in Northern California. A minimum of 50 percent of the EV chargers will be installed within disadvantaged communities and/or low-income communities.

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 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 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 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 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 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.

In addition to any other applicable requirements, the Final Report must comply with the Americans with Disabilities Act (ADA) of 1990 (42 U.S.C. 12101 et seq.), which prohibits discrimination on the basis of disability; all applicable regulations and guidelines issued pursuant to the ADA; Cal. Gov. Code sects. 7405 and 11135; and Web Content Accessibility Guidelines 2.0, or a subsequent version, as published by the Web Accessibility Initiative of the World Wide Web Consortium at a minimum Level AA success criteria.

The Recipient shall:

- Prepare an Outline of the Final Report, if requested by the CAM.
- Prepare a Final Report complying with ADA requirements and 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 1.7 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
- 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 1.9 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 FINALIZE PROJECT SITE SELECTION

The goal of this task is to finalize selection of sites to ensure that the minimum requirements of 100 Level 2 ports and 300 MFH units served, with the majority in low income or disadvantaged communities, are met.

The Recipient shall:

- Provide the prioritization of candidate sites, with any additional input provided by the CAM. Project sites will be in Northern California. The addresses of the sites; number of units per site; the number of chargers to be installed at each site; and whether each site is within a disadvantaged community and/or low-income community will be provided as a component of the Task 2 deliverable, *Site Selection Memo*.
- Complete feasibility assessment of as many of the prioritized sites as required to meet the project objective.
- Contract with the selected site owners to provide design, installation, and support of operations.
- Summarize the results of feasibility assessments and contracting in the Site Selection Memo and send to the CAM for review and approval.

Products:

- Site Selection Memo

TASK 3 OUTREACH AND EDUCATION

The goal of this task is to gather input from site stakeholders to inform the final design and to raise awareness of project benefits.

The Recipient shall:

- Create, distribute, and review a survey of baseline tenant awareness and interest in EVs and EV charging.
- Create *Outbound Communications* to tenants in the form of letters, emails, or flyers. Provide copies to the CAM.
- Host a workshop with tenants at each participating property.
- Create, distribute, and review a post intervention survey of tenant awareness and interest in EVs and EV charging.
- Compile and analyze the input received from tenants and survey results as an *Engagement Results Memo* and provide a copy to the CAM.

Products:

- Copies of the Outbound Communications to tenants
- Engagement Results Memo

[CPR WILL OCCUR DURING THIS TASK. See Task 1.2 for details.]

TASK 4 ENGINEERING DESIGN

The goal of this task is to complete the design drawings necessary for permitting and construction, incorporating both the overall project concept and the input received from project stakeholders.

The Recipient shall:

- Develop preliminary designs, including, but not limited to, *Site Plans* and electrical single line drawings, for each site included in the project.
- Provide a copy of each Site Plan to the CAM for review and approval.
- Review preliminary designs with project owner or owner’s representative.
- Finalize designs in compliance with legal and regulatory requirements as necessary to fulfill Task 1.8.
- Deliver a complete set of construction plans and specifications to the installation contractor for each site.
- Complete design updates required by the authority having jurisdiction (AHJ).
- Respond to requests for information during construction.

Products:

- Site Plans

[CPR WILL OCCUR DURING THIS TASK. See Task 1.2 for details.]

TASK 5 CONSTRUCTION

The goal of this task is to install and activate a minimum of 100 Level 2 EV charging ports at the approved project sites.

The Recipient shall:

- Prepare an *Illustrative Site Safety Plan* for each site to provide for the safety of workers and tenants throughout construction and provide a copy to the CAM.
- Prepare an *Illustrative Construction Project Plan* for each site and manage work to completion by tracking activity status and ensuring communication between the necessary parties. Provide a copy to the CAM.
- Procure at least 100 Level 2 EV charging ports for approved project sites.
- Purchase the necessary materials for the project, including EV circuit breakers, electrical switchboard, cable, and conduit.
- Deploy materials and equipment to each project site.
- Complete any demolition and excavation required prior to beginning installation.
- Install the switchboard, EV circuit breakers or similar Level 2 charging technology, conduit, and cable to each EV charging location, and the J1772 charging cables.
- Complete inspections required by the AHJ.
- Request installation of an EV charging electrical service from the local utility and follow utility-specific procedures for supporting installation.
- Submit an *AB 841 Certification* to the CAM that certifies the project has complied with all AB 841 (2020) requirements specified in the Agreement Terms and Conditions 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 to the CAM. EVITP Certification Numbers are not required to be submitted if AB 841 requirements do not apply to the project.
- Install signage to provide tenant awareness of EV charging and usage instructions, and complete remediation where landscaping has been disturbed.
- Perform a site walk with the owner's maintenance personnel to review equipment, test, and confirm proper operation; discuss maintenance requirements; and hand-over documentation, including as-built drawings.
- Prepare a *Commissioning Report* documenting project results, which will include, but not be limited to, site identifying information, a list of the charger units installed with unique identifiers, the project managers' confirmation that each unit is functioning properly, and a photo of the site, and provide a copy to the CAM.
- Provide *High Quality Photographs* (minimum resolution of 1300x500 pixels in landscape ratio) of the installed EV charging stations for each site to the CAM.
- Notify tenants that EV charging is ready for use and distribute instructions for operation.

Products:

- Illustrative Construction Project Plan for each site
- Illustrative Site Safety Plan for each site

- AB 841 Certification and EVITP Certification Numbers or documentation that none is required
- Commissioning Report
- High Quality Photographs of the installed EV charging stations for each site

TASK 6 OPERATIONS AND MAINTENANCE

The goal of this task is to ensure that the chargers installed in the project are operational at least 97 percent of a charging site's standard hours of operation for five years after commissioning.

Task 6.1 Operations

The Recipient shall:

- Deploy an online portal that allows customers to pay a monthly fee for EV charging access and thereby activate an EV charging port at their site.
- Provide participants receipts for their payments.
- Respond to customer questions, issues, and requests to end service.
- Operate the installed charging stations during the term of this agreement.
- Ensure that the chargers installed in the project are operational at least 97 percent of a charging site's standard hours of operation for five years after commissioning. Without limitation to other rights and remedies which the CEC may have, including but not limited to survival provisions specified in the Terms and Conditions of this agreement, this requirement to ensure operability for five years after commissioning shall survive the completion or termination date of this agreement. In addition to other requirements in the Terms and Conditions of this agreement, all CEC-reimbursable expenditures must be incurred within the agreement term.

Task 6.2 Maintenance

The Recipient shall:

- Monitor network performance.
- Address malfunctions and repairs in a timely manner.
- Prepare a *Stations Operations Report delivered with the Quarterly Progress Reports described in Task 1.5* for each project site sent quarterly to the CAM after station commissioning through the term of this agreement. The report will include a summary of uptime measures, calculation of uptime, and number of dispatch events needed during the quarter.

Products:

- Stations Operations Reports delivered with the Quarterly Progress Reports described in Task 1.5

Task 6.3 Recordkeeping and Reporting

The Recipient shall:

- Keep and maintain a record of the standard hours of operation for each site, including any changes over the operational period.
- Keep and maintain detailed records of maintenance and repairs. Records shall include:
 - Whether the maintenance was scheduled preventive maintenance or response to an identified issue.
 - Date and time the need for corrective maintenance was reported, if applicable.
 - Date and time maintenance began.
 - Date and time maintenance was completed.
 - Narrative describing nature of maintenance required.
 - Any component failures / replacements.
- Keep and maintain a record of the operative status of each connector from the time the equipment is commissioned until the end of the operational period defined by this agreement.
 - The record shall include any time the Recipient knows or is notified that a connector is incapable of delivering a charge, for example by observation, by receipt of a service call, by notice of power outage or telecommunications outage, or other means.
 - For any networked chargers, Recipient shall record the time and the operative status of each connector every 15 minutes.
 - For example, a central system using OCPP 1.6 could send TriggerMessage.req, 'requestedMessage' = 'StatusNotification' and record both the TriggerMessage.conf and StatusNotification.req sent by the charge point in response.
 - Excluded downtime shall be recorded, including any supporting documentation from an independent party, e.g., notice from an electric utility of a power outage or police report of vandalism. The record shall include an explanation of the cause of the downtime, why it should be considered excluded downtime, and the efforts made to minimize the downtime.
- Make these records available, in a standard electronic format of the CEC's choosing, to the CEC within 10 business days of a written request by the CAM.
- Produce an Annual Maintenance and Operations Memo, addressing all chargers and connectors at all sites, which will include, but not be limited to:
 - Record of standard hours of operation
 - Record of the operative status of each connector
 - Records of maintenance and repairs
- Provide a copy of the *Annual Maintenance and Operations Memo* to the CAM each year for five years, commencing with and including the year the site(s) become operational, per the Schedule of Products.

- Without limitation to other rights and remedies which the CEC may have, including but not limited to survival provisions specified in the Terms and Conditions of this agreement, the requirements for recordkeeping and reporting under this Task shall remain in effect for five years after commissioning and shall survive the completion or termination date of this agreement. In addition to other requirements in the Terms and Conditions of this agreement, all CEC-reimbursable expenditures must be incurred within the agreement term.
- The requirements for recordkeeping and reporting under this Task are in addition to requirements specified in this Agreement's Terms and Conditions, section 18.b, Retention of Records, and any other applicable Terms and Conditions.

Products:

- Annual Maintenance and Operations Memos

Task 6.4 Definitions

- a) **Central System:** The central system that communicates with one or more chargers, for example, to authorize users, monitor charger status, and/or collect, transmit, record, and manage other information.
- b) **Connector:** A connector is what is plugged into a vehicle to charge it.
- c) **Charging Site:** A physical location with one or more chargers.
- d) **Charger:** A device that safely supplies electrical power to an electric vehicle through connectors. Where a device has multiple connectors or can serve multiple parking spaces, the number of chargers is equal to the number of vehicles that can be simultaneously charged.
- e) **Downtime:** Any period of time within the standard hours of operation in which a charger is not operational.

For networked chargers, a period in which the charge point's response to the central system's request for notification of operative status indicates that the connector or charge point is in an inoperative state is downtime.

- For example, in OCPP intervals when StatusNotification.req protocol data unit Status Field = 'Unavailable' or 'Faulted' OR errorCode Field = 'ConnectorLockFailure', 'GroundFailure', 'HighTemperature', 'InternalError', 'OverCurrentFailure', 'OverVoltage', 'PowerMeterFailure', 'PowerSwitchFailure', 'ReaderFailure', 'ResetFailure', or 'UnderVoltage' are "downtime."
- f) **Excluded downtime:** A period of downtime, within the standard hours of operation, caused by any of the following:
 - **Electric Grid Power Loss:** Power supplied by the electric utility for a site is not supplied at levels required to for minimum function of chargers / station. This may include, but is not limited to, service outages due to utility equipment malfunction or public safety power shut-offs.
 - **Accident, Vandalism or Theft:** Physical damage to the charger for events such as vehicle collision with a charger, theft of charging cables, damage to connectors from mishandling, and damage to screens. Excluded downtime is limited to a maximum of 5 days for each event.
 - **Telecommunication Network Outages:** Loss of communication between a charger and a central system due to cellular or internet service provider system outages that are beyond the control of the Recipient.

- **Planned Outage for Maintenance or Upgrade:** Any planned maintenance indicated in the funding Recipient's Operations and Maintenance Plan, submitted with application for funding, or an updated Plan approved by the CAM in advance of the planned outage.
 - **Extraordinary Events:** Unforeseeable events that would have been impossible to plan for using commercially reasonable methods.
- g) **Operational:** A charging port is considered operational when its hardware and software are both online and available for use, or in use, and the charging port successfully dispenses electricity as expected.
- h) **Uptime:** Uptime is calculated as:

$$\text{Uptime} = \frac{\text{Total Standard Hours of Operation} - \text{Downtime} + \text{Excluded Downtime}}{\text{Total Standard Hours of Operation}} * 100\%$$

Task 7 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 regular progress reports and the Final Report.

The Recipient shall:

- Develop data collection plan for deployed charging equipment.
- Troubleshoot any issues identified.
- 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.
 - EV adoption of residents in the MFH served by the project (before project begins until end of project).
 - Success rate of property recruitment.
 - Number of MFH units served by project.
 - Number of MFH units in disadvantaged or low-income communities.
 - Number of affordable housing units.
- Collect and provide 12 months of throughput, 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, electric vehicle service provider (“EVSP”) service contract, or public charger price.
- Normal operating hours, uptime, 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
- Identify any current and planned use of renewable energy.
- Describe any energy efficiency measures used that may exceed Title 24 standards in Part 6 of the California Code of Regulations.
- Provide data on potential job creation, economic development, and increased state revenue as a result of the project and any 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.
- Submit the data described above electronically in the *Quarterly Progress Reports* throughout the duration of the agreement.
- Prepare an analysis of all the collected data and information described above and include in the *Final Report*.

Products:

- Data on charger installations and charging events will be submitted electronically in Quarterly Progress Reports.
- Data Collection Information and Analysis (will be included in the Final Report)

TASK 8 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: CLEAResult Consulting, Inc.

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-22- 010 with CLEAResult Consulting Inc. for a \$2,007,360 grant to fund the installation of 100 Level 2 EV chargers that will support at least 300 multi-family housing units in Northern California – the majority of which will be within disadvantaged communities or low-income communities; 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 September 14, 2022.

AYE:
NAY:
ABSENT:
ABSTAIN:

Dated:

Liza Lopez
Secretariat