



GRANT REQUEST FORM (GRF)

A) New Agreement # ARV-22-005 (to be completed by CGL office)

B) Division	Agreement Manager:	MS-	Phone
600 Fuels and Transportation Division	Kyle Corrigan	6	916-776-7195

C) Recipient's Legal Name	Federal ID #
County of Los Angeles	95-600927

D) Title of Project
Charging into the Future with Los Angeles County's Public Housing Residents

E) Term and Amount

Start Date	End Date	Amount
12 / 14 / 22	01 / 31 / 26	\$ 1,575,880

F) Business Meeting Information

ARFVTP agreements \$75K and under delegated to Executive Director
 Proposed Business Meeting Date 12 / 14 / 2022 Consent Discussion
 Business Meeting Presenter _____ Time Needed: 5 minutes
 Please select one list serve. Altfuels (AB118- ARFVTP)

Agenda Item Subject and Description:

COUNTY OF LOS ANGELES. Proposed resolution approving Agreement ARV-22-005 with the County of Los Angeles for a \$1,575,880 grant to install 30 Level 2 EV charging ports to provide reliable, resilient, and affordable charging to multifamily homes in southern California, and adopting staff's determination that this action is exempt from CEQA. (Clean Transportation Program Funding) Contact: Kyle Corrigan (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:
 - Categorical Exemption. List CCR section number: Cal. Code Regs., tit. 14, sec. 15301 provides that projects which consist of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, and which involve negligible or no expansion of use beyond that existing at the time of the lead agency's determination, are categorically exempt from the provisions of the California Environmental Quality Act. This project involves installation of electric vehicle charging stations, including at an existing parking facility. The electric vehicle charging station will be installed on an existing paved parking lot, connect to existing electrical panels, and will involve



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negligible or no expansion of use. Therefore, the project falls within section 15301 and will not have a 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: (attach additional sheets as necessary)

Legal Company Name:	Budget
Green Light Labs	\$ 153,000
	\$
	\$
	\$

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

Legal Company Name:
Beam
Green Light Labs
Los Angeles County Community Development Foundation
Los Angeles County Development Authority
PowerFlex

J) Budget Information

Funding Source	Funding Year of Appropriation	Budget List Number	Amount
ARFVTP	FY 20/21	601.118M	\$1,575,880
Funding Source			\$

R&D Program Area: Select Program Area TOTAL: \$1,575,880

Explanation for "Other" selection

Reimbursement Contract #:

Federal Agreement #:

K) Recipient's Contact Information



GRANT REQUEST FORM (GRF)

1. Recipient's Administrator/Officer

Name: Laura Iannaccone
 Address: 1100 N Eastern Ave
 City, State, Zip: Los Angeles, CA,
 90063
 Phone: (562) 417-6077
 E-Mail:
 Liannaccone@isd.lacounty.gov

2. Recipient's Project Manager

Name: Alex Mena
 Address: 1100 N Eastern Ave
 City, State, Zip: Los Angeles, CA,
 90063
 Phone: (323) 267-2903
 E-Mail: AMena@isd.lacounty.gov

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 | <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	X	Quartz Hill I and II Design and Installation
3	X	Harbor Hills Design and Installation
4	X	EVSE and Solar Installations for Carmelitos
5		Operations and Maintenance
6		Outreach
7		Data Collection and Analysis
8		Project Fact Sheet

KEY NAME LIST

Task #	Key Personnel	Key Subcontractor(s)	Key Partner(s)
1	Jennifer Caron		
2	Laura Iannaccone, Sean Wilder, Scott Manchan		Breyahna Avery LACDA Beam EV Arc
3	Laura Iannaccone, Scott Allen	TBD based on bid process	Breyahna Avery LACDA
4	Laura Iannaccone, Sean Wilder	TBD based on bid process	Breyahna Avery LACDA
5	Jennifer Caron, Laura Iannaccone		
6	Jennifer Caron	Green Light Labs	Jeanette Montano LACDF
7	Jennifer Caron, Laura Iannaccone		PowerFlex
8	Jennifer Caron, Laura Iannaccone		Breyahna Avery LACDA, Jeanette Montano LACDF

GLOSSARY

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

Term/ Acronym	Definition
CAM	Commission Agreement Manager
CAO	Commission Agreement Officer
Carmelitos	A public housing development for families and seniors, owned and operated by LACDA in Long Beach.
CEC	California Energy Commission
CTP	Clean Transportation Program
CPR	Critical Project Review
DCFC	Direct Current Fast Charger
EV	Electric Vehicle (could refer to Plug-in Hybrid Electric or Battery Electric)
EVSE	Electric Vehicle Supply Equipment- the charger and all of the equipment needed to make a charger operational
FTD	Fuels and Transportation Division
GLL	Green Light Labs
Harbor Hills	A public housing development for families and seniors owned and operated by LACDA in Lomita
ICE	Internal Combustion Engine
ISD	County of Los Angeles Internal Service Department (the lead applicant)
LACDA	Los Angeles County Development Authority
LACDF	Los Angeles County Department Foundation
MFH	Multifamily housing
Quartz Hill I and II	These are the names of public housing developments for families in Quartz Hill, California, owned and operated by LACDA
Recipient	An applicant awarded a grant under a CEC solicitation
The County	County of Los Angeles

Background

Assembly Bill (AB) 118 (Núñez, Chapter 750, Statutes of 2007), created the Clean Transportation 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, clean air, and alternative energy policies. AB 8 (Perea, Chapter 401, Statutes of 2013) re-authorizes the Clean Transportation Program through

January 1, 2024. 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 November 24, 2021, the CEC released a Grant Funding Opportunity (GFO) entitled "Reliable, Equitable, and Accessible Charging for multifamily 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 multifamily housing (MFH) residents. In response to GFO-21-603, the Recipient submitted application #20 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 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 proposed project strives to address two problems. First, 25 percent of low-income residents eligible for the Increased-Rebate Clean Vehicle Rebate Program (IRCVRP) stated that a lack of available charging is a top concern that keeps them from getting an electric vehicle¹. Second, 27 percent of low-income residents eligible for IRCVRP identified cost as a barrier to purchasing an EV.

At Los Angeles County public housing developments there are no EV charging stations onsite or offsite that serve residents. To address the lack of access to charging, the Los Angeles County Development Authority (LACDA) seeks to install chargers at four housing developments, by utilizing different technology models to overcome existing challenges. LACDA manages 68 buildings serving numerous Angelinos. At each site LACDA must balance installing chargers in centrally accessible locations that do not favor or displace some residents over others, while also having an adequate power supply to charge vehicles. In large multifamily developments, it is cost prohibitive to install chargers in each parking lot or add electrical service at each lot. In older, smaller developments, the few shared parking spaces that are open to all residents are further from a power source, and at most sites, there is no electrical capacity for charging. The partners of this project identified three technology solutions to address these challenges that can be applied to similar housing developments throughout the County.

Currently, few residents in public housing developments have electric or plug-in hybrid vehicles in contrast to surrounding communities. For example, only two of the 1,100 EVs registered in the Lomita zip code belong to residents at the Harbor Hills housing development. The 2021 IRCRVP study suggests that low adoption is not because low-income residents feel that EVs are not meant for them, but instead they are concerned about financial and logistical barriers, including a lack of information that influences their decisions². Internal Services Department (ISD), Green Light Labs (GLL) and LACDA propose to address barriers centered around the lack of information to give people confidence that an EV could be a good choice for them, such as actual costs, available incentives, vehicle range, and how to work with a dealer³. Most public housing residents might not know that purchasing a used EV could alleviate some of the burden of transportation costs. Specifically, the cost of used EVs is expected to reach parity with used gas vehicles starting in 2025, and car owners in the lowest-income brackets could save \$1,000 or 7 percent of their income annually by switching to a used EV⁴. The partners on this project have a comprehensive outreach strategy to increase residents' access to information so they can make educated choices about EV purchases that can improve their quality of life and reduce their transportation costs.

Goals of the Agreement:

The goal of this agreement is to increase access to EV charging and information about EVs by minimizing barriers so that residents living in Los Angeles County's public housing developments have the resources to transition to an EV, while minimizing construction costs to

¹ Gartner, J., Cain, N. J., MacNeille, B., & McCormack, R. (2021). Analysis of LMI CVRP Participation. (low-to-moderate income Clean Vehicle Rebate Program),p.17

² Gartner, J., Cain, N. J., MacNeille, B., & McCormack, R. (2021). Analysis of LMI CVRP Participation. P. 5, "The barriers to adoption had many similarities to a 2016 focus group funded by CVRP, ...However, ... none brought up the idea that EVs were reserved for only a small group of people and were more focused on the logistical aspects of driving EVs."

³ Gartner, J., Cain, N. J., MacNeille, B., & McCormack, R. (2021). Analysis of LMI CVRP Participation. P. 17

⁴ Bauer, Gordon; Hsu, Chih-Wei; and Lutsey, Nic, "[When Might Lower-Income Driver's Benefit from Electric Vehicles](#)" February 2021, p. 11, 17

LACDA, ensuring reliability, and minimizing the strain on the grid.

Objectives of the Agreement:

The objectives of this agreement are to

- Install 2 off-grid standalone Level 2 EV charging stations powered by a solar array with battery back-up, in unreserved parking spaces at Quartz Hill I and II Housing Developments (1 system at each location).
- Install 8 Level 2 EV charging stations in centrally located, unreserved parking spaces at Harbor Hills housing development.
- Install 20 Level 2 EV charging stations powered by a solar array in a centrally located, shared parking lot surrounded by amenities for residents of the Carmelitos housing development and the surrounding community.
- Increase residents' knowledge about EVs, costs of ownership, and incentives at each housing development where chargers are added.
- Increase the percent of residents that purchase an EV, or express intent to purchase an EV.

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 QUARTZ HILL I AND II DESIGN AND INSTALLATION

The goal of this task is to install charging stations with solar and battery storage at Quartz Hill I and II public housing developments.

The Recipient shall:

- Procure charging stations with a solar array, battery storage, and a load management controller
- Identify the location for the charging units at Quartz Hill I and Quartz Hill II
- Complete a *Site preparation report* that includes but is not limited to:
 - Site specifications and resident preferences for the charging units at Quartz Hill I and Quartz Hill II
 - Battery, load management controller, and charger specifications
 - Relevant subcontractors' roles in the site installation
- Install at least two (2) Level 2 chargers with solar array and battery storage systems at each Quartz Hill location
- Deliver *Proof of operational charging equipment* which shall include but not be limited to:
 - Photos of each site
 - Proof of charger availability via the Alternative Fuels Data Center Station Locator tool

- Submit an *AB 841 Certification* 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. EVITP Certification Numbers are not required to be submitted if AB 841 requirements do not apply to the project.

Products:

- Site Preparation Report
- Proof of operational charging equipment
- AB 841 Certification
- EVITP Certification Numbers

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

TASK 3 HARBOR HILLS DESIGN AND INSTALLATION

The goal of this task is to complete the engineering design and installations for the Harbor Hills site utilizing an engineering design firm identified through the County's contracting process. The County will utilize the site designs to seek permits for each project.

Task 3.1 Hire a contractor to design the site and install charging stations at Harbor Hills

The Recipient shall:

- Issue a *Request for Proposal (RFP)* and submit a copy to the CAM
- Host pre-bid conference
- Review applications and select a contractor
- Complete contracting process

Products:

- RFP

Task 3.2 Design specifications for Harbor Hills

The Recipient shall:

- Provide as-built drawings and site access to the contractor selected by the RFP
- Provide *Site drawings* to the CAM
- Submit drawings to permit office for approval

Products:

- Site drawings

Task 3.3 Installation of charging stations at Harbor Hills

The Recipient shall:

- Procure charging stations
- Identify the location for the charging units at Harbor Hills
- Install at least eight (8) Level 2 chargers at Harbor Hills
- Deliver *Proof of operational charging equipment* which shall include but not be limited to:
 - Photos of each site
 - Proof of charger availability via the Alternative Fuels Data Center Station Locator tool
- Submit an *AB 841 Certification* 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. EVITP Certification Numbers are not required to be submitted if AB 841 requirements do not apply to the project.

Products:

- Proof of operational charging equipment
- AB 841 Certification
- EVITP Certification numbers

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

TASK 4 EVSE AND SOLAR INSTALLATIONS FOR CARMELITOS

The goal of this task is to complete installations at the Carmelitos site so that MFH residents can begin using the charging stations.

Task 4.1 Hire a contractor to design the site and install charging stations at Carmelitos

The Recipient shall:

- Issue an *RFP* and submit a copy to the CAM
- Host pre-bid conference
- Review applications and select a contractor
- Complete contracting process

Products:

- RFP

Task 4.2 Design specifications for the Carmelitos project location

The Recipient shall:

- Provide as-built drawings and site access to the contractor selected by the RFP
- Provide *Site drawings* to the CAM

- Submit drawings to permit office for approval

Products:

- Site drawings

Task 4.3 Installation of EVSE and Solar Array at Carmelitos

The Recipient shall:

- Procure charging stations with a solar array, battery storage, and a load management controller
- Identify the location for the charging units at Carmelitos
- Install at least twenty (20) Level 2 chargers at Carmelitos
- Deliver *Proof of operational charging equipment* which shall include but not be limited to:
 - Photos of each site
 - Proof of charger availability via the Alternative Fuels Data Center Station Locator tool
- Submit an *AB 841 Certification* 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. EVITP Certification Numbers are not required to be submitted if AB 841 requirements do not apply to the project.

Products:

- Proof of operational charging equipment
- AB 841 Certification
- EVITP Certification numbers

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

TASK 5 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 5.1 Operations

The Recipient shall:

- 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 5.2 Maintenance

The Recipient shall:

- Perform regular preventive maintenance, including visual inspection, performance testing, functional validation, and reporting.
- Monitor network performance.
- Dispatch maintenance technicians in a timely manner and address malfunctions and repairs within 48 hours of initial notice.
- Provide charging station users with 24/7 call center service that will assist users with any technical issues encountered at the stations.
- Prepare a *Stations Operations Report* 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.

Product:

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

Task 5.3 Recordkeeping and Reporting

The Recipient shall:

- Keep and maintain a *record of the standard hours of operation* for each site, including, but not limited to, any changes over the operational period.
- Keep and maintain detailed *records of maintenance and repairs*. Records shall include, but are not limited to:
 - 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, but is not limited to, 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, but not limited to, 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 CEC.
- 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:

- Record of standard hours of operation
- Record of the operative status of each connector
- Records of maintenance and repairs

Task 5.4 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 1.6 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 6 OUTREACH

The goal of this task is to provide information and solicit input from residents to ensure the project has the greatest benefits for residents, and lessons are learned from each site location that will be used to improve on and expand the technology and business models to future locations.

Task 6.1 Inform residents about the charging stations

The Recipient shall:

- Develop outreach materials and content for events, in coordination with LACDF and GLL, including, but not limited to:
 - Flyers for bulletin boards and events
 - Email messages
 - Mail flyers
 - Event activities
- Develop the Electrifyze online platform modules that include, but are not limited to:
 - EV buying guides

- EV cost comparisons
- Government incentive assistance
- Provide a *Portfolio of outreach materials*
- Provide *pdf of and a link to the live Electrifyze online platform*
- Host a minimum of one outreach event at each location
- Provide the *Number of attendees at events* with quarterly progress reports
- Provide the *Number of users visiting Electrifyze and completing modules* with quarterly progress reports

Products:

- Portfolio of outreach materials
- PDF of the live Electrifyze online platform
- Link to the live Electrifyze online platform
- Number of attendees at events
- Number of users visiting Electrifyze and completing modules

Task 6.2 Solicit input from residents on charger experience

The Recipient shall:

- Develop a survey to be completed a minimum of once per location
- Coordinate with LACDF and PowerFlex on the best methods to distribute surveys and gather responses
- Issue surveys and collect response data
- Analyze response data
- Provide a *Summary of the survey* which includes, but is not limited to:
 - Survey questions
 - Methods for survey distribution
 - Number of surveys distributed
 - Number of responses
 - Survey results

Products:

- Summary of survey

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 quarterly 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.
 - Number of residents that attend events
 - Number of residents that enter and complete Electrifyze
 - Number of residents sent surveys and number of completed surveys
 - EV adoption of residents in the MFH served by the project (before project begins until end of project)
 - Success rate of property recruitment for Electrifyze that ultimately leads to purchasing an EV.
 - 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
 - Number of unique users
 - Number of unique users who are residents of the MFH units identified in the project
 - 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.
- Payment method for public charging
- 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.
- 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 in Task 7, as well as the summary of survey results described in Task 6 electronically in a quarterly progress report throughout the duration of the agreement.
- Collect data, information, and analysis described above in Tasks 6 and 7 and include in the Final Report.

Products:

- Data on charger installations, charging events, and outreach activity 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: County of Los Angeles

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-22- 005 with the County of Los Angeles for a \$1,575,880 grant to install 32 Level 2 EV charging ports to provide reliable, resilient, and affordable charging to multifamily homes in southern California; 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 December 14, 2022.

AYE:
NAY:
ABSENT:
ABSTAIN:

Dated:

Liza Lopez
Secretariat