



## CALIFORNIA ENERGY COMMISSION



### California Energy Commission April 10, 2025 Business Meeting Backup Materials for Aha Macav Power Service

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

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

**[PROPOSED]**

**RESOLUTION NO: 25-0410-08c**

**STATE OF CALIFORNIA**  
**STATE ENERGY RESOURCES**  
**CONSERVATION AND DEVELOPMENT COMMISSION**

**RESOLUTION: Aha Macav Power Service**

**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-24-015 with Aha Macav Power Service for a \$477,300 grant. This project will fund the drafting of an EV infrastructure planning blueprint and readiness plan, the development of an EV opportunities portal, and the delivery of training courses related to transportation electrification to members of the Fort Mojave Indian Tribe; and

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

**CERTIFICATION**

The undersigned Secretariat to the CEC does hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly adopted at a meeting of the CEC held on April 10, 2025.

AYE:  
NAY:  
ABSENT:  
ABSTAIN:

Dated:

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Kristine Banaag  
Secretariat



STATE OF CALIFORNIA  
CALIFORNIA ENERGY COMMISSION

CEC-270 (Revised 01/2024)

**GRANT REQUEST FORM (GRF)**

**A. New Agreement Number**

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

**New Agreement Number:** ARV-24-015

**B. Division Information**

1. Division Name: Fuels and Transportation Division
2. Agreement Manager: Jana McKinny
3. MS-: Not Applicable
4. Phone Number: 279-226-1132

**C. Recipient's Information**

1. Recipient's Legal Name: Aha Macav Power Service
2. Federal ID Number: 33-0480555

**D. Title of Project**

Title of project: Fort Mojave (AMPS) Electrification of Tribal Transportation Readiness Plan

**E. Term and Amount**

1. Start Date: April 10, 2025
2. End Date: July 31, 2026
3. Amount: \$477,300

**F. Business Meeting Information**

1. Are the ARFVTP agreements \$75K and under delegated to Executive Director? No
2. The Proposed Business Meeting Date: April 10, 2025
3. Consent or Discussion? Discussion
4. Business Meeting Presenter Name: Pilar Magana
5. Time Needed for Business Meeting: 5 minutes
6. The email subscription topic is: Clean Transportation Program

**Agenda Item Subject and Description:**

Aha Macav Power Service. Proposed resolution approving agreement ARV-24-015 with Aha Macav Power Service for a \$477,300 grant, and adopting staff's recommendation that this action is exempt from CEQA. This project will fund the drafting of an EV infrastructure planning blueprint and readiness plan, the development of an EV opportunities portal, and the delivery of training courses related to transportation electrification to members of the Fort Mojave Indian Tribe. (Clean Transportation Program Funding) Contact: Jana McKinny

**G. California Environmental Quality Act (CEQA) Compliance**

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

Yes

If yes, skip to question 2.

If no, complete the following (PRC 21065 and 14 CCR 15378) and explain why Agreement is not considered a "Project":



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Agreement will not cause direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment because: N/A

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

a) Agreement **IS** exempt?

Yes

Statutory Exemption?

No

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

PRC section number: None

CCR section number: None

Categorical Exemption?

Yes

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

CCR section number: 14 CCR Section 15306, 14 CCR Section 15322

Cal. Code Regs, tit. 14, §15306, Information Collection, provides that projects which consist of basic data collection, research, and resource evaluation activities which do not result in a serious or major disturbance to an environmental resource are categorically exempt from the provisions of CEQA. This project will consist of basic data collection, research, and resource evaluation activities related to zero-emission vehicle and charging infrastructure readiness. This project will not cause any direct physical changes to the environment, and there will be no physical construction.

Cal. Code Regs, tit. 14, §15322 Training Programs Involving No Physical Changes, provides that projects which consist of the development of or changes in curriculum or training methods which do not result in a serious or major disturbance to an environmental resource are categorically exempt from the provisions of CEQA. This project involves the development of curriculum and delivering training programs. This project will not cause direct physical changes to the environment, and there will be no physical construction.

Therefore, the proposed project will have no significant effect on the environment and is categorically exempt under sections 15306 and 15322.

The project will not impact an environmental resource of hazardous or critical concern where designated, precisely mapped, and officially adopted pursuant to law by federal, state, or local agencies; does not involve any cumulative impacts of successive projects of the same type in the same place that might be considered significant; does not involve unusual circumstances that might have a significant effect on the environment; will not result in damage to scenic resources within a highway officially designated as a state scenic highway; the project site is



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not included on any list compiled pursuant to Government Code section 65962.5; and the project will not cause a substantial adverse change in the significance of a historical resource. Therefore, none of the exceptions to categorical exemptions listed in CEQA Guidelines section 15300.2 apply to this project and this project will not have a significant effect on the environment.

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

Yes

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

The Common Sense Exemption under 14 CCR 15061(b)(3) provides that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA.

The proposed project entails the drafting of an EV infrastructure planning blueprint and readiness plan, the development of an EV opportunities portal, and the delivery of training courses related to transportation electrification for the Fort Mojave Indian Tribe. In order to comply with CEQA, the CEC must evaluate any impacts to land within the jurisdiction of the State of California, which is therefore limited to potential off-reservation impacts of the project. This project is exempt under the "common sense" CEQA exemption because the proposed project will not: construct on or alter any off-reservation land; impact local air quality; use groundwater resources or otherwise impact any off-reservation water resources; build additional transportation infrastructure; increase vehicle miles traveled; increase ambient noise beyond the existing activities; or degrade the visual character or quality of off-reservation views, including those of scenic resources or objects of aesthetic significance.

For these reasons, it can be seen with certainty that there is no possibility that the project activities may have a significant effect on the environment, and therefore the proposed project meets the CEQA "common sense" exemption. Additionally, because the project is limited to information collection and training programs that involve no physical alterations, the proposed project is also categorically exempt from CEQA pursuant to Cal. Code Regs, tit. 14, §§15306 and 15322.

b) Agreement **IS NOT** exempt.

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

No

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

Additional Documents	Applies
Initial Study	No
Negative Declaration	No



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Mitigated Negative Declaration	No
Environmental Impact Report	No
Statement of Overriding Considerations	No
None	Yes

**H. Is this project considered “Infrastructure”?**

No

**I. Subcontractors**

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

Subcontractor Legal Company Name	CEC Funds	Match Funds
Evolve Charging USA Corp.	\$477,300	\$0

**J. Vendors and Sellers for Equipment and Materials/Miscellaneous**

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

Vendor/Seller Legal Company Name	CEC Funds	Match Funds
PXT Infrastructure Solutions LLC	\$50,400	\$0
KlasRobinson QED	\$134,500	\$0
TBD (EV Opportunities Online Portal, website design and build)	\$16,000	\$0

**K. Key Partners**

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

Key Partner Legal Company Name
No key partners to report

**L. Budget Information**

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



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Funding Source	Funding Year of Appropriation	Budget List Number	Amount
ARFVTF	2022-23	601.118O	\$476,710
ARFVTF	2021-22	601.118N	\$590

**TOTAL Amount:** \$477,300

R&D Program Area: N/A

Explanation for “Other” selection N/A

Reimbursement Contract #: N/A

Federal Agreement #: N/A

#### **M. Recipient's Contact Information**

##### **1. Recipient's Administrator/Officer**

Name: Fernando Parra

Address: 500 Merriman Ave.

City, State, Zip: Needles, CA 92363

Phone: (928) 768 -2200

E-Mail: fparra@ahamacav.com

##### **2. Recipient's Project Manager**

Name: Fernando Parra

Address: 500 Merriman Ave.

City, State, Zip: Needles, CA 92363

Phone: (928) 768 -2200

E-Mail: fparra@ahamacav.com

#### **N. Selection Process Used**

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

Selection Process	Additional Information
Competitive Solicitation #	GFO-23-607
First Come First Served Solicitation #	Not Applicable
Other	Not Applicable

#### **O. Attached Items**

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



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

**Approved By**

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

**Agreement Manager:**

**Approval Date:**

**Office Manager:**

**Approval Date:**

**Deputy Director:**

**Approval Date:**

## Exhibit A

### SCOPE OF WORK

#### TECHNICAL TASK LIST

Task #	CPR	Task Name
1		Administration
2	X	EV Infrastructure Readiness Plan and Planning Blueprint
3		Workforce Training and Development
4		Project Fact Sheet

#### KEY NAME LIST

Task #	Key Personnel	Key Subcontractor(s) or Vendors(s)	Key Partner(s)
1	Fernando Parra and Wendy Gastineau (AMPS)	Robert Sim and Dallas Robinson (Evolve Charging USA Corp.)	
2	Robert Sim and Dallas Robinson (Evolve Charging USA Corp.)	James Klas (Klas Robinson QED) PXT Infrastructure Solutions	
3	Robert Sim and Dallas Robinson (Evolve Charging USA Corp.)		
4	Robert Sim and Dallas Robinson (Evolve Charging USA Corp.)	TBD Website Vendor	

#### GLOSSARY

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

Word/Term	Definition
AB	Assembly Bill
ADA	Americans with Disabilities Act
CAM	Commission Agreement Manager
CAO	Commission Agreement Officer
CEC	California Energy Commission
Charger	A device with one or more charging ports and connectors for charging EVs. Also referred to as electric vehicle supply equipment (EVSE). This definition excludes any charger

## **Exhibit A** **SCOPE OF WORK**

	used solely for private use at a single-family residence or a multifamily dwelling with four or fewer dwelling units.
Charging Port	The system within a charger that charges one EV. A charging port may have multiple connectors, but it can provide power to charge only one EV through one connector at a time.
Charging Station	The area in the immediate vicinity of one or more chargers and includes the chargers, supporting equipment, parking areas adjacent to the chargers, and lanes for vehicle ingress and egress. A charging station could comprise only part of the property on which it is located.
CPR	Critical Project Review
CTP	Clean Transportation Program
EV	Electric vehicle. A vehicle that is either partially or fully powered on electric power received from an external power source. <u>For the purposes of this Agreement, this definition does not include golf carts, electric bicycles, or other micromobility devices.</u>
EVSE	Electric vehicle supply equipment. A charger as defined.
FTD	Fuels and Transportation Division
GFO	Grant Funding Opportunity
Recipient	Aha Macav Power Service
State	State of California

### **Background**

Assembly Bill (AB) 118 (Chapter 750, Statutes of 2007) created the Clean Transportation Program to help achieve California's climate change policies and support projects that reduce greenhouse gas emissions from the transportation sector. AB 8 (Chapter 401, Statutes of 2013) extended the program through January 1, 2024, and AB 126 (Chapter 319, Statutes of 2023) extended the program through July 1, 2035 and focused the program on zero-emission transportation.

The Clean Transportation Program has an annual budget of approximately \$100 million and provides financial support for projects that, among other goals:

- Develop and deploy zero-emission technology and fuels in the marketplace.
- Produce alternative and renewable low-carbon fuels in California.
- Deploy zero-emission fueling infrastructure, fueling stations, and equipment.
- Establish workforce training programs and conduct public outreach on the benefits of alternative transportation fuels and vehicle technologies.

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On January 18, 2024, the California Energy Commission (CEC) released a Grant Funding Opportunity (GFO) entitled “Tribal Electric Vehicle Infrastructure, Planning, and Workforce Training and Development.” This competitive grant solicitation was to fund projects that will accelerate zero-emission vehicle adoption among California Native American Tribes by funding electric vehicle (EV) infrastructure, EV infrastructure planning, and EV workforce training and development. In response to GFO-23-607, the Recipient submitted application #18 which was proposed for funding in the CEC’s Notice of Proposed Awards on November 20, 2024. GFO-23-607 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 this Agreement, this Agreement shall control. Similarly, in the event of any conflict or inconsistency between the terms of this Agreement and the Solicitation, the terms of this Agreement shall control.

### **Problem Statement:**

The Fort Mojave Indian Tribe (FMIT or Tribe) is one of only a handful of tribes in the United States that have established a tribally owned-and-operated electric and natural gas utility - the Aha Macav Power Service (AMPS). Due to the high costs associated with the implementation of electrifying transportation and its supporting infrastructure, a strategic plan is necessary to understand the feasibility, advantages, and resiliency impacts of EVs and EV charging infrastructure. Investing in workforce training is also essential to ensure individuals have the necessary skills and knowledge to access opportunities and careers within the rapidly changing electrification space.

### **Goals of the Agreement:**

The goal of this Agreement is to prepare the Tribe, including its enterprises, for an increasingly electric future by preparing an EV Infrastructure Readiness Plan and Planning Blueprint. This readiness plan will include recommendations and strategies to enhance transportation electrification readiness for fleet vehicles, personal vehicles, vehicle charging, supporting infrastructure, and micro-mobility for the Tribe and its associated businesses. The project will also develop an online platform of electrical transportation opportunities, deliver training about the benefits and opportunities of electric transportation, and facilitate enrollment in advanced transportation electrification courses.

### **Objectives of the Agreement:**

The objectives of this Agreement are to:

- 1) Develop an EV Infrastructure Readiness Plan and an Infrastructure Planning Blueprint that will:
  - a. Assess the current state and future demand of electrification of transportation and regional implications for the entire Tribe.

## **Exhibit A** **SCOPE OF WORK**

- b. Identify strategies including infrastructure, fleet, policy, community, and micro-mobility.
- c. Define the roles and responsibilities for implementing strategies.
- d. Identify strategic funding opportunities and recommend next steps for successful deployment of the recommended strategies.

2) Provide education and access to transportation electrification opportunities.

### **TASK 1 ADMINISTRATION**

#### **Task 1.1 Attend Kick-off Meeting**

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

##### **The CAM shall:**

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

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

- Attend a “Kick-Off” meeting that includes the CAM and may include the Commission Agreement Officer (CAO) and a representative of the CEC Accounting Office. The Recipient shall bring their Project Manager, Agreement Administrator, Accounting Officer, and any others determined necessary by the Recipient or specifically requested by the CAM to this meeting.
- Provide a *written statement of match share activities* (if applicable) 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.
- Provide an *updated Schedule of Products, updated list of match funds (Private, Utility, Federal), and updated list of permits*.
- Discuss the following administrative and technical aspects of this Agreement:
  - Agreement Terms and Conditions
  - Critical Project Review (Task 1.2)

## **Exhibit A** **SCOPE OF WORK**

- Match fund documentation (Task 1.7) if applicable. No reimbursable work may be done until this documentation is in place.
- 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)

**CAM Product:**

- Kick-Off Meeting Agenda

**Recipient Products:**

- Updated Schedule of Products
- Updated List of Match Funds (if applicable)
- Updated List of Permits (if applicable)
- Written Statement of Match Share Activities (if applicable)

**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.

## **Exhibit A** **SCOPE OF WORK**

- Send the Recipient the *CPR meeting agenda* and a *list of expected participants* in advance of each CPR. If applicable, the agenda shall include a discussion on both match funding and permits.
- Conduct and make a record of each CPR meeting. Prepare a *schedule* for providing the *written determination* described below.
- Determine whether to continue the project, and if continuing, whether or not modifications are needed to the tasks, schedule, products, and/or budget for the remainder of the Agreement. Modifications to the Agreement may require a formal amendment (please see section 8 of the Terms and Conditions). If the CAM concludes that satisfactory progress is not being made, this conclusion will be referred to the Lead Commissioner for Transportation for his or her concurrence.
- Provide the Recipient with a *written determination* in accordance with the schedule. The written response may include a requirement for the Recipient to revise one or more product(s) that were included in the CPR.

**The Recipient shall:**

- Prepare a *CPR Report* for each CPR that discusses the progress of the Agreement toward achieving its goals and objectives. This report shall include recommendations and conclusions regarding continued work of the projects. This report shall be submitted along with any other products identified in this scope of work. The Recipient shall submit these documents to the CAM and any other designated reviewers at least 15 working days in advance of each CPR meeting.
- Present the required information at each CPR meeting and participate in a discussion about the Agreement.

**CAM Products:**

- CPR meeting agenda and a list of expected participants
- Schedule for written determination
- Written determination

**Recipient Product:**

- CPR Report(s)

### **Task 1.3 Final Meeting**

The goal of this task is to closeout this Agreement.

**The Recipient shall:**

- Meet with CEC staff to present the findings, conclusions, and recommendations. The final meeting must be completed during the closeout of this Agreement.

## **Exhibit A** **SCOPE OF WORK**

This meeting will be attended by, at a minimum, the Recipient and the CAM. The technical and administrative aspects of Agreement closeout will be discussed at the meeting, which may be two separate meetings at the discretion of the CAM.

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

The administrative portion of the meeting shall be a discussion with the CAM about the following Agreement closeout items:

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

## **Exhibit A** **SCOPE OF WORK**

### **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.
- Send an *email to CAM concurring with call summary notes*.

### **Product:**

- Email to CAM concurring with call summary notes.

### **Task 1.5 Quarterly Progress Reports**

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

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

### **The Recipient shall:**

- Prepare a *Quarterly Progress Report* which summarizes all Agreement activities conducted by the Recipient for the reporting period, including an assessment of the ability to complete the Agreement within the current budget and any anticipated cost overruns. Progress reports are due to the CAM the 10<sup>th</sup> day of each January, April, July, and October. The Quarterly Progress Report template can be found on the ECAMS Resources webpage available at <https://www.energy.ca.gov/media/4691>.

### **Product:**

- Quarterly Progress Reports

### **Task 1.6 Final Report**

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

The objectives of the Final Report are to clearly and completely describe the project's purpose, approach, activities performed, results, and advancements in science and technology; to present a public assessment of the success of the project as measured by the degree to which goals and objectives were achieved; to make insightful

## **Exhibit A** **SCOPE OF WORK**

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 and is limited to 25-pages. 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 *Draft 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 calendar days before the end of the Agreement Term.
- Submit *Final Report* in Microsoft Word format or similar electronic format as approved by the CAM.

### **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.

No match share is required under this Agreement; however, the Recipient may identify any matching funds used to leverage this Agreement.

## Exhibit A

### SCOPE OF WORK

#### If match funding is obtained, 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 match fund 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, including but not limited to, *a letter of new match fund commitment* to the CAM if during the course of the Agreement additional match funds are received.
- Provide the CAM *written notification* 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 fund commitment (if applicable)
- Written notification that match funds were reduced (if applicable)

## **Exhibit A** **SCOPE OF WORK**

**The Recipient shall:**

### **Task 1.8 Obtain and Execute Subawards**

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

**The Recipient shall:**

- Execute and manage subawards and coordinate subrecipient activities.
- Submit a *letter* to the CAM describing the subawards needed or stating that no subawards are required.
- 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 each 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 subaward (if requested)
- Final subaward (if requested)

## **TECHNICAL TASKS**

### **TASK 2 EV INFRASTRUCTURE READINESS PLAN AND PLANNING BLUEPRINT**

#### **Task 2.1 Review of Current and Previous EV Infrastructure Plans**

The goal of this task is to review published plan documents to inform the development of an EV Infrastructure Readiness Plan and Infrastructure Planning Blueprint. These documents will provide insights into the potential for EV adoption and infrastructure deployment, which will serve as the foundation for creating strategic recommendations.

**The Recipient shall:**

- Identify, gather, and summarize the varied EV infrastructure plans recently published in the state.
- Review, analyze and assess the plans to provide insights into the intent and plans for EV adoption and EVSE infrastructure deployment within the state and region.

## **Exhibit A**

### **SCOPE OF WORK**

- Prepare a *Summary of EV Infrastructure Plans* which will be used as the starting point for developing the vision, mission, goals, and objectives for the EV Infrastructure Readiness Plan.

#### **Products:**

- Summary of EV Infrastructure Plans

#### **Task 2.2 Review of Regional Best Practices**

The goal of this task is to extract best practices from existing documentation and initiatives to promote transportation electrification and enhance air quality, equity, economy, and readiness. These best practices will be combined with findings from Task 2.1 to develop recommended strategies.

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

- Extract best practices from existing documentation, such as deployment or planning studies as well as identified through examination of other national, statewide, and regional EV and EVSE initiatives.
- Prepare a *Summary of Best Practices* that have been successfully implemented by other regional entities and municipalities to be considered during strategy development and to share with stakeholders.

#### **Products:**

- Summary of Best Practices

#### **Task 2.3 Identify Electrification Challenges, Opportunities and Needs**

The goal of this task is to identify and assess transportation electrification challenges in the county, region, and on Tribal property, and to highlight current efforts by member agencies to address these challenges. These efforts will serve as models for scaling solutions, with a high-level facility siting approach based on existing and future needs.

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

- Evaluate and document the challenges faced in transportation electrification within the county, region, and on Tribal property.
- Evaluate the current opportunities for transportation electrification and the efforts made by member agencies to address existing challenges which includes successful models that can possibly be scaled.
- Conduct a gap analysis of siting challenges and opportunities to identify disparities in existing publicly accessible charging station coverage, barriers to equitable access, and areas of high demand. Conclusions from the gap analysis will be used to inform the EV infrastructure Readiness Plan.
- Create a *High-level Facility Siting Report* based on the assessment of existing and future needs.

## **Exhibit A** **SCOPE OF WORK**

### **Products:**

- High-level Facility Siting Report

### **Task 2.4 Examine Existing Energy and Transportation Infrastructure**

The goal of this task is to evaluate the Tribe's existing transportation and energy infrastructure from a supply and demand perspective to determine their requirements. This will include reviewing evaluations from the Tribe and project team members, considering various engineering and environmental factors. The assessment will document current EV adoption and infrastructure, analyze health impacts, and project future conditions based on different growth models.

### **The Recipient shall:**

- Evaluate existing transportation and energy infrastructure by assessing the Tribe's current transportation and energy infrastructure from a supply and demand perspective.
- Conduct a detailed review of the transportation and energy infrastructure, considering engineering, structural, environmental, and geological perspectives.
- Research and document the status of EV adoption and the deployment of EVSE infrastructure within the Tribe and the surrounding region.
- Include information learned from the infrastructure evaluation and EV adoption research in the preliminary recommendations (Task 2.5) and the EV Infrastructure Readiness Plan (Task 2.9).
- Conduct an *Air Quality and Health Impact Assessment* to study the relationship between the proposed EVSE deployment and levels of air quality, respiratory illness, and other health impacts.
- Develop projections for future EV adoption based on low, moderate, and aggressive growth models. Prepare a *Summary of Future EV Adoption Projections*.

### **Products:**

- Air Quality and Health Impact Assessment
- Summary of Future EV Adoption Projections

### **Task 2.5 Key Recommendations, Strategies, and Programs Concepts**

The goal of this task is to collaborate with key Tribal members to develop recommendations for transportation electrification and supporting EV charging infrastructure, that align with the Tribe's market needs and goals.

## **Exhibit A** **SCOPE OF WORK**

### **The Recipient shall:**

- Develop and formulate recommendations for transportation electrification initiatives such as EV fleet adoption or conversion and electric micro-mobility (eMobility) solutions. Recommendations will consider staffing and training requirements, policy changes, and business models for electrification transportation programs that meet regional market needs and Tribe goals.
- Identify the location, size, and type of EV infrastructure needed to support recommended transportation electrification initiatives.
- Prepare preliminary utilization estimates of the EV infrastructure needed to support transportation electrification initiatives for the first five years of operation.
- Develop project proposals and responsibilities to support key transportation electrification initiatives: EV charging infrastructure deployment, fleet vehicle conversion, eMobility, and supporting staff and training.
- Prepare preliminary financial projection estimating potential revenue, associated expenses, and changes in operating costs to project cash flow before debt service for the first five years for key transportation electrification initiatives.
- Prepare *Preliminary EV Infrastructure Recommendations* to be presented to stakeholders including:
  - Recommendations for Key Transportation Electrification Initiatives
  - Project and Responsibilities for Key Transportation Electrification Initiatives
  - EV Charging Infrastructure Needs
  - Estimate of Key Transportation Electrification Initiatives
  - Charging Infrastructure Utilization
  - Preliminary Financial Projection
  - Preliminary draft of the EV Infrastructure Readiness Plan

### **Products:**

- Preliminary EV Infrastructure Recommendations

**[CPR WILL BE HELD IN THIS TASK. SEE TASK 1.2 FOR DETAILS]**

## **Exhibit A** **SCOPE OF WORK**

### **Task 2.6 Stakeholder Engagement**

The goal of this task is to engage Tribal members, agency staff, utility representatives, and state and federal transportation officials in developing the EV infrastructure readiness plan and blueprint.

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

- Identify stakeholders including Tribal members and staff, member agency staff, utility representatives, and staff from State and Federal Departments of Transportation.
- Organize and conduct a series of facilitated workshops to gather input from stakeholders.
- Refine the EV Infrastructure Plans vision, mission, goals, objectives, and strategies based on relevant stakeholder feedback.
- Host and convene meetings with member agencies to discuss and explore potential partnership opportunities.
- Develop a *Member Agency Strategy and Responsibility Guide*
- Engage with stakeholders who will provide guidance to develop strategies that were appropriate for the region. They will also identify who should be responsible for the actions necessary to implement the strategies and the rough timeframe to perform the actions to make the plan and its strategies actionable. Member agencies will identify potential partnership opportunities to implement certain strategies.
- Prepare a *Summary of Stakeholder Feedback* including workshop or meeting summaries, any modifications to the readiness plan suggested by stakeholders, and a list of collaborating stakeholders and member agencies.

#### **Products:**

- Summary of Stakeholder Feedback
- Member Agency Strategy and Responsibility Guide

### **Task 2.7 Financial Modeling and Infrastructure Planning Blueprint Development**

The goal of this task is to expand economic, financial, and demographic analyses to include detailed information on residential locations, income levels, age, occupations, trades, and demographic trends. This research, along with strategy development and economic analysis, will form the foundation of the Infrastructure Planning Blueprint, which will include technological analysis, implementation strategies, and comprehensive operations, maintenance, and resiliency plans for the Tribe and similar communities.

## **Exhibit A**

### **SCOPE OF WORK**

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

- Expand economic and demographic analyses developed in Task 2.5 to include detailed information on residential locations, income levels, age, occupations, trades, and demographic trends.
- Update utilization estimates and financial projections developed in Task 2.5 based on the projected infrastructure locations and selected technologies. Assess the impact of changes in assumptions on projected cash flow and return on investment.
- Integrate the preliminary research EV Infrastructure Readiness Plan development, and further economic analysis to form the foundation of the Infrastructure Planning Blueprint.
- Develop a comprehensive operations, maintenance, and resiliency plan to support the Tribe and other Tribes in implementing the strategies and findings of the research.
- Prepare a *Draft Infrastructure Planning Blueprint* that will assist other tribes in pre-deployment planning activities for EV infrastructure. The CAM shall provide written comments on the draft Infrastructure Planning Blueprint within fifteen (15) working days of receipt. The blueprint will comply with ADA requirements and will include, but not be limited to:
  - The baseline assessment of current tribal infrastructure, existing transportation needs, and electrical needs.
  - Any applicable permitting and utility electrical service upgrade process.
  - The economic and technological feasibility of charging technologies and site locations.
  - A business model for the optimal charging technology and project locations chosen by the tribe and the rationale for being considered optimal.
    1. Identified stakeholders.
    2. Actions and milestones needed for implementation of EV infrastructure.
    3. Infrastructure cost analysis and any risk mitigation strategies.
    4. An operations, maintenance and resiliency plan.
  - Lessons learned and next steps.
- Submit *Final Infrastructure Planning Blueprint* in Microsoft Word format or similar electronic format as approved by the CAM.

## **Exhibit A** **SCOPE OF WORK**

### **Products:**

- Draft Infrastructure Planning Blueprint
- Final Infrastructure Planning Blueprint

### **Task 2.8 Electrification Readiness Funding Plan**

The goal of this task is to identify and vet funding programs and alternative financing options from state agencies, federal agencies, utility providers, and private joint ventures. A funding plan will be produced to identify viable funding opportunities for the electrification of Tribal transportation.

### **The Recipient shall:**

- Identify all available funding programs from State and Federal agencies and utilities for EV planning technological advancements in transportation systems, and deployment of EVSE infrastructure.
- Review alternate financing options and evaluate private joint venture opportunities, debt financing options, and other non-grant supported financing streams for funding EVSE infrastructure deployment.
- Vet identified funding programs by assessing their suitability and applicability for the Tribe's transportation electrification needs.
- Prepare an *Electrification of Transportation Funding Plan* that outlines viable funding opportunities and financing options for the electrification of Tribal transportation.

### **Products:**

- Electrification of Transportation Funding Plan

### **Task 2.9 EV Infrastructure Readiness Plan Generation**

The goal of this task is to derive direct impact figures from operating projections and management plans, including construction, ongoing operations, and long-term utilization, as well as estimate revenue for the Tribe. Employment and wage estimates from construction and operations will also be conducted. A detailed report incorporating research conclusions, projections, implementation strategies be prepared for the Tribe.

### **The Recipient shall:**

- Use operating projections and management plans to determine the direct impacts of construction, ongoing operations, and long-term utilization
- Estimate the revenue that will be generated for the Tribe and its entities from the proposed electric transportation projects.

## **Exhibit A** **SCOPE OF WORK**

- Estimate the total employment and wages generated by both construction and ongoing operations
- Prepare a *Summary of Direct Impacts* that includes projected revenue estimates and employment impacts.
- Prepare an *outline of the EV Infrastructure Readiness Plan*, to be reviewed and approved by the CAM.
- Prepare a *draft EV Infrastructure Readiness Plan* for the Tribe with research findings, analysis conclusions, projections, and implementation strategies. The CAM shall provide written comments on the draft readiness plan within fifteen (15) working days of receipt.
- Submit *final EV Infrastructure Readiness Plan* in Microsoft Word format or similar electronic format as approved by the CAM.

### **Products:**

- Summary of Direct Impacts
- EV Infrastructure Readiness Plan Outline
- Draft EV Infrastructure Readiness Plan
- Final EV Infrastructure Readiness Plan

## **TASK 3 WORKFORCE TRAINING AND DEVELOPMENT**

### **Task 3.1 Develop Online Platform, Facilitate Enrollment in Electric Transportation Courses, and Deliver Training**

The goal of this task is to invest in workforce training and development to equip individuals with necessary skills and knowledge for careers in the rapidly evolving transportation electrification sector. This investment will bridge skill gaps, enhance productivity, and foster innovation, resulting in a more knowledgeable and competitive workforce, ultimately benefiting both individuals and the broader tribal community.

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

- Develop curriculum and training materials for a two day *EV Infrastructure Educational Seminar Series* (12 training hours total) designed to introduce Tribal members to the benefits and opportunities of electric transportation. The seminar series will be offered at least quarterly and advertised on the Tribe's website, newsletter, and EV Opportunities Online Portal.
- Moderate at least *four cohorts* during the agreement period. Provide *materials* to CAM, including but not limited to the curriculum outline, number of attendees, attendee survey results, and photographs.

## **Exhibit A** **SCOPE OF WORK**

- Develop an online platform, the *EV Opportunities Online Portal*, to connect tribal members with electric transportation transition education, employment, and business opportunities.
- Train a staff member from Aha Macav Power Services or Tribe to update and maintain the portal.
- Through the EV Opportunities Online Portal, introduce Tribal members to accredited electrical and electric transportation online courses from third-party educational providers such as California State University, Chico (online electrician course) and ChargerHelp (EV charging courses) allowing them to advance their careers in EV infrastructure. Negotiate reduced rates and coordinate Tribal member enrollment in courses. Provide resources to assist tribal members with educational program applications.
- Prepare a *Tribal Member Training List* of trainees participating in the seminar series or electric transportation related training opportunities offered by third party educational providers.

### **Products:**

- Materials from EV Infrastructure Educational Seminar Series (four cohorts)
- EV Opportunities Online Portal
- Tribal Member Training List

### **Task 3.2 Data Collection and Analysis**

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

- Prepare a *Data Collection Outline* to map the workforce development data that will be collected and included in the Final Report.
- Collect and provide data from the workforce training and development activities including, but not limited to:
  - Baseline course data including but not limited to: course syllabus, training topics, or agenda; date of course offerings; number of training hours; training cost; curriculum delivery method; participation and completion rates; supportive services.
  - Trainee performance metrics for each course such as: attendance, performance results (tests and exams), and demographic information.
  - Trainee outcomes including job placement, trainee occupations, skills, and wage rates.

## **Exhibit A** **SCOPE OF WORK**

- Issues or challenges encountered and a description of how the issues were resolved.

**Products:**

- Data Collection Plan Outline
- Workforce development data included in the Final Report (Task 1.6)

### **TASK 4 PROJECT FACT SHEET**

The goal of this task is to develop an initial and final project fact sheet that includes but is not limited to: a description of the project; lessons learned from implementing the project; data on potential job creation, economic development, and increased state revenue as a result of expected future expansion; and a comparison of any project performance and expectations provided in the proposal to CEC with actual project performance and accomplishments; 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