California Energy Commission
November 12, 2025 Business Meeting
Backup Materials for Blink Network LLC

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: 25-1112-XX

STATE OF CALIFORNIA

STATE ENERGY RESOURCES
CONSERVATION AND DEVELOPMENT COMMISSION

RESOLUTION: Blink Network LLC

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 EVC-25-003R with Blink Network LLC for a $940,800 grant. This project will replace three non-operational public Level 2 EV charging ports with three public EV DC fast charging ports and install an additional five public EV DC fast charging ports across two sites in Palmdale and South San Francisco; 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 November 12, 2025.

AYE:
NAY:
ABSENT:
ABSTAIN:

Dated:

_____
Kim Todd
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: EVC-25-003R

B. Division Information

1. Division Name: Fuels and Transportation Division
2. Agreement Manager: Jessie Powell
3. MS- 6
4. Phone Number: 279-226-1149

C. Recipient's Information

1. Recipient's Legal Name: Blink Network LLC
2. Federal ID Number: 61-1723965

D. Title of Project

Title of project: Blink Network LLC – EVC RAA

E. Term and Amount

1. Start Date: 11/12/2025
2. End Date: 03/31/2032
3. Amount: $940,800

F. Business Meeting Information

1. Are the ARFVTP agreements $75K and under delegated to Executive Director? N/A
2. The Proposed Business Meeting Date: 11-12-2025
3. Consent or Discussion? Consent
4. Business Meeting Presenter Name: N/A
5. Time Needed for Business Meeting: N/A
6. The email subscription topic is: National Electric Vehicle Infrastructure Formula Program

Agenda Item Subject and Description:

Blink Network LLC. Proposed resolution approving agreement EVC-25-003R with Blink Network LLC for a $940,800 grant, and adopting staff's recommendation that this action is exempt from CEQA. This project will replace three non-operational public Level 2 EV charging ports with three public EV DC fast charging ports and install an additional five public EV DC fast charging ports across two sites in Palmdale and South San Francisco. (Electric Vehicle Charger Reliability and Accessibility Accelerator Program Funding) Contact: Jessie Powell

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": N/A

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: Cal. Code Regs., tit. 14, §§ 15301, 15303

This project involves the installation of 4 DCFC EV charging ports at each of two sites in Palmdale and South San Francisco. The installations will be on previously developed land such as existing parking lots. Some minor modifications to the sites may be needed such as trenching to run electrical wire and the replacement of electrical panels and breakers. None of the installation sites will involve historic resources or historic buildings.

This project is therefore categorically exempt from environmental review pursuant to section 15301 of the CEQA Guidelines because it consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing structures, facilities, mechanical equipment, or topographical features involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination. The physical aspects of this project consist of replacing 3 non-operational public Level 2 electric vehicle (EV) charging ports with 3 public EV direct current fast charging (DCFC) ports and installing an additional 5 public EV DCFC ports across two sites in Palmdale and South San Francisco on existing parking lots. For these reasons, the proposed work will not have a significant effect on the environment and falls under section 15301.

The project is also categorically exempt pursuant to section 15303 of the CEQA Guidelines because it consists of the construction and location of limited numbers of new, small structures and/or the installation of small new equipment in small structures with only minor modifications to the structures. The new EV charging equipment to be installed have a small footprint, measuring approximately 30 square feet. Therefore, the project falls within section 15303 and will not have a significant impact on the environment.

The project does not involve any unusual circumstances, will not result in damage to any scenic resources within a highway officially designated as a state scenic highway, none of the sites are 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. The project, when considered as a whole, will not result in a cumulative impact that is significant on the environment. Therefore, none of the exceptions to 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)

No

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

Not applicable

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

H. Is this project considered "Infrastructure"?

Yes

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
No subcontractors to report	**$ 0**	**$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
TBD *design, engineering, installation*	**$664,742**	**$284,890**
TBD *maintenance package*	**$10,920**	**$4,680**

Kempower Inc.	**$265,138**	**$106,719**
Blink Network LLC	**$0**	**$23,040**

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
N/A

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.

Funding Source	Funding Year of Appropriation	Budget List Number	Amount
ARFVTF	2024/2025	901.004b	$940,800

TOTAL Amount: $940,800

R&D Program Area: N/A

Explanation for "Other" selection N/A

Reimbursement Contract #: RMB600-23-009

Federal Agreement #: N/A

M. Recipient's Contact Information

3. Recipient's Administrator/Officer

Name: Michael Battaglia

Address: 5081 Howerton Way Suite A

City, State, Zip: Bowie, MD 20715

Phone: 305-521-0200

E-Mail: mbattaglia@blinkcharging.com

4. Recipient's Project Manager

Name: Nihusa Dias

Address: 5081 Howerton Way Suite A

City, State, Zip: Bowie, MD 20715

Phone: 305-521-0200

E-Mail: ndias@blinkcharging.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-24-603
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”.

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: Jessie Powell

Approval Date: 7/10/2025

Office Manager: Charles Smith

Approval Date: 7/24/2025

Deputy Director: Melanie Vail

Approval Date: 7/31/2025

Exhibit A
SCOPE OF WORK

As of January 20, 2025 the Unleashing American Energy Executive Order paused disbursement of funds under the program which will fund this Agreement. There is currently no federal funding available for work under this Agreement. Recipient shall perform no work under this Agreement unless and until the program is restarted. See instructions below requiring CAM written approval before the Recipient may begin work on any Task.

TECHNICAL TASK LIST

Task #	CPR	Task Name
1		Administration
2		Environmental Review and Engineering
3	X	Right of Way
4		Site Preparation and Equipment Procurement
5	X	Charging Station Repair, Replacement, and/or Installation and Commissioning
6		Operations and Reliability
7		Semi-Annual Electric Vehicle Charger Inventory Reports
8		Other Data Collection and Analysis
9		Federal Data Reporting
10		Project Fact Sheet

KEY NAME LIST

Task #	Key Personnel	Key Subcontractor(s)	Key Partner(s)
1	**Nihusa Dias (Blink Network LLC (Blink))**	**N/A**	**N/A**
2	**Rick Marlatt (Blink)**	**N/A**	**N/A**
3	**Rick Marlatt (Blink)**	**N/A**	**N/A**
4	**Rick Marlatt (Blink)**	**N/A**	**N/A**
5	**Rick Marlatt (Blink)**	**N/A**	**N/A**
6	**Jermey Watrous (Blink)**	**N/A**	**N/A**
7	**Douglas Del Prete (Blink)**	**N/A**	**N/A**
8	**Douglas Del Prete (Blink)**	**N/A**	**N/A**
9	**Douglas Del Prete (Blink)**	**N/A**	**N/A**
10	**Nihusa Dias (Blink)**	**N/A**	**N/A**

GLOSSARY

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

Term/ Acronym	Definition
AB	Assembly Bill
ADA	Americans with Disabilities Act
AFC	Alternative Fuel Corridor. The Federal Highway Administration nominates segments of national highways as “Alternative Fuel Corridors” annually. Corridors that are designated as AFCs are prioritized for funding for EV charging, hydrogen, propane, and/ or natural gas fueling infrastructure at strategic locations across the US.
AFC charging station	Charging stations *located* within one mile, as a car drives by the shortest route, of a designated Alternative Fuel Corridor’s (AFC) nearest on/off-ramp are designated as AFC charging stations.
Application Programming Interface (API)	A type of software interface that offers service to other pieces of software. An API allows two or more computer programs to communicate with each other.

Term/ Acronym	Definition
CAM	Commission Agreement Manager
Caltrans	California Department of Transportation
CAO	Commission Agreement Officer
CCS	Combined Charging System
CEC	California Energy Commission
CEQA	California Environmental Quality Act
CFR	Code of Federal Regulations
Charge Attempt	Any instance of an EV driver taking action to initiate a charging session by taking one or all of the following steps in any order: 1) attaching the connector to the EV appropriately or 2) attempting to authorize a charging session by use of radio frequency identification (RFID) technology, credit card, charging network provider smartphone application (app), screen input, or calling the charging network provider's customer service number.
Charger	A device with one or more charging ports and connectors for charging EVs. Also referred to as electric vehicle supply equipment (EVSE).
Charging Network	A collection of chargers located on one or more property(ies) that are connected via digital communications to manage the facilitation of payment, the facilitation of electrical charging, and any related data requests.
Charging Network Provider	The entity that provides the digital communication network that remotely manages the chargers. Charging network providers may also serve as charging station operators and/or manufacture chargers.
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 Session	The period after a charge attempt during which the EV is allowed to request energy. Charging sessions can be terminated by the customer, the EV, the charger, the charging station operator, or the charging network provider.

Term/ Acronym	Definition
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. A single charger or multiple chargers may be associated with one charging station.
Charging Station Management System	A system that may be used to operate a charger, to authorize use of the charger, or to record or report charger data, such as by using OCPP.
Charging Station Operator	The entity that owns the chargers and supporting equipment and facilities at one or more charging stations. Although this entity may delegate responsibility for certain aspects of charging station operation and maintenance to subrecipients or vendors, this entity retains responsibility for operation and maintenance of chargers and supporting equipment and facilities. In some cases, the charging station operator and the charging network provider are the same entity.
Connector	The device that attaches an EV to a charging port to transfer electricity.
Corrective Maintenance	Maintenance that is carried out after failure detection and is aimed at restoring an asset to a condition in which it can perform its intended function.
CPR	Critical Project Review
DCFC	Direct current fast charger. Equipment that provides charging through a direct-current plug, typically at a rate of 50 kilowatts or higher.
Depot	Type of “home base” behind-the-fence location where a vehicle is typically kept when not in use (usually parked on a nightly basis).
Downtime	A period of time that a charger is not capable of successfully dispensing electricity or otherwise not functioning as designed. Downtime is calculated pursuant to Task 6.3.
E-76	Federal-aid program form titled Authorization to Proceed. It provides federal authorization to begin reimbursement work for a specific phase of work.
EV	Electric Vehicle

Term/ Acronym	Definition
EV-ChART	Electric Vehicle Charger Analytics and Reporting Tool
EVITP	Electric Vehicle Infrastructure Training Program
EVSE	Electric vehicle supply equipment. A charger as defined.
Excluded Downtime	Downtime that is caused by events pursuant to Task 6.3.
Failed Charging Session	Following a charge attempt, the criteria for a successful charging session were not met.
FHWA	Federal Highway Administration
FTD	Fuels and Transportation Division
GFO	Grant Funding Opportunity
Hardware	The machines, wiring, and other physical components of an electronic system including onboard computers and controllers.
Inoperative State	The charger or charging port is not operational.
Installed	Attached or placed at a location and available for use for a charging session. The date a charger is installed is the date it is first available for use for a charging session.
Interoperability	Successful communication between the software, such as the software controlling charging on the EV and the software controlling the charger. Interoperability failures are communication failures between the EV and charger that occur while the software of each device is operating as designed. Interoperability failure leads to failed charging sessions.
kW	Kilowatt
kWh	Kilowatt-hour
Level 2 Charger	A charger that operates on a circuit from 208 volts to 240 volts and transfers AC electricity to a device in an EV that converts AC to direct current to charge an EV battery.
Maintenance	Any instance in which preventive or corrective maintenance is carried out on equipment.
NEPA	National Environmental Policy Act
Networked	A charger that can receive or send commands or messages remotely from or to a charging network provider or is otherwise connected to a central management system, such as by using OCPP 2.0.1, for the purposes of charger management and data reporting.

Term/ Acronym	Definition
NEVI	National Electric Vehicle Infrastructure
NEVI Standards	Refers to the National Electric Vehicle Infrastructure Standards and Requirements, Final Rule, Code of Federal Regulations Section 23, Part 680 (23 CFR 680).
Non-AFC charging station	Charging stations *not located* within one mile, as a car drives, by the shortest route, of a designated AFC's nearest on/off-ramp are designated as non-AFC charging stations.
Nonnetworked charger	A charger that is not networked.
Open Charge Point Protocol (OCPP)	An open-source communication protocol that governs the communication between chargers and the charging networks that remotely manage the chargers.
Operational	A charging port's hardware and software are both online and available to use, or in use, and the charging port is capable of successfully dispensing electricity.
Operative State	The charger is operational.
Preventative Maintenance	Maintenance that is performed on physical assets to reduce the chances of equipment failure and unplanned machine downtime.
Private	Charging ports located at parking space(s) that are privately owned and operated, often dedicated to a specific driver or vehicle (for example, a charging port installed in a garage of a single-family home).
Public	Charging ports located at parking space(s) designated by the property owner or lessee to be available to and accessible by the public without restriction. A port that is not maintained or restricts access only to customers, tenants, employees, or other customers is not public.
Real property interest	Any interest in land and any improvements thereto, with option to purchase or similar action to acquire and/or preserve the right of way (Caltrans Right of Way Manual, Section 5.01.02.00)
Recipient	Blink Network LLC
Registered Service Agency (RSA)	An entity that repairs a commercial device that is registered with the California Department of Food and Agriculture Division of Measurement Standards.

Term/ Acronym	Definition
Repair	Work that may consist of hardware and labor costs up to but not including, full replacement of EV chargers and intrinsically related equipment necessary to ensure that broken or non-operational chargers (i) resume a fully operational status for at least 5 years, (ii) function as intended by the manufacturer, and (iii) comply with 23 CFR 680.
Replacement	Work that may consist of hardware, permitting, service upgrade and labor costs necessary to remove broken or non-operational EV chargers from service and, at the same location, install new chargers that (i) resume a fully operational status for at least 5 years, (ii) function as intended by the manufacturer, and (iii) comply with 23 CFR 680.
SAE J3400	A charging port standard for charging of electric vehicles
Software	A set of instructions, data, or programs used to operate computers and execute specific tasks.
Solicitation	GFO-24-603 California's EVC RAA Program
Subaward	For the Recipient, a subaward means all agreements it has with subrecipients and vendors. For a subrecipient, a subaward means all agreements it has with sub-subrecipients and vendors. For any lower-tiered level of sub-subrecipient, a subaward means all agreements it has with its own sub-subrecipients and vendors.
Subrecipient	A person or entity that receives grant funds directly from the Recipient and is entrusted by the Recipient to make decisions about how to conduct some of the grant's activities. A subrecipient's role involves discretion over grant activities and is not merely just selling goods or services.
Sub-Subrecipient	Has the same meaning as a subrecipient except that it receives grant funds from a subrecipient or any lower tier level of a sub-subrecipient.
Successful Charging Session	Following a charging attempt, a customer's EV battery is charged to the state of charge the customer desires and is disconnected manually by the customer or by the EV's onboard software system terminating the charging session, without an additional charge attempt.
Uptime	The time that a charger is installed during a reporting period excluding downtime pursuant to Task 6.3.

Term/ Acronym	Definition
Vendor	A person or entity that sells goods or services to the Recipient, subrecipient, or any lower-tiered level of sub-subrecipient, in exchange for some of the grant funds, and does not make decisions about how to perform the grant's activities. The vendor's role is ministerial and does not involve discretion over grant activities.

BACKGROUND

The Infrastructure Investment and Jobs Act (IIJA), signed into law in November 2021 (Public Law 117-58), authorizes hundreds of billions of dollars in new investments in a wide array of infrastructure categories, including roads and bridges, water infrastructure, passenger rail, energy, and broadband internet. EV charging infrastructure will see significant new funding, with $5 billion to accelerate EV infrastructure deployment nationally under the National Electric Vehicle Infrastructure (NEVI) formula program. The $5 billion NEVI Formula Program contains a 10 percent set-aside for the Secretary "to make grants to States and localities that require additional assistance to strategically deploy electric vehicle charging infrastructure". The Electric Vehicle Charger Reliability and Accessibility Accelerator (EVC RAA) Program was developed through this set-aside.

EVC RAA is an initiative to repair or replace non-operational EV chargers to improve the reliability of existing EV charging infrastructure. By addressing reliability and accessibility challenges, the EVC RAA Program aims to spur wider adoption of EVs.

In January 2024, the Federal Highway Administration (FHWA) awarded the California Department of Transportation (Caltrans) $63.7 million in one-time funding through EVC RAA. The California Energy Commission (CEC) is partnering with Caltrans to implement and administer California's EVC RAA program.

On October 30, 2024, the CEC released a Grant Funding Opportunity (GFO) entitled "California's EVC RAA Program." This competitive grant solicitation was to improve the reliability of existing non-operational publicly accessible EV charging infrastructure across California. In response to GFO-24-603, the Recipient submitted application #6, which was proposed for funding in the CEC's Notice of Proposed Awards on June 6, 2025. GFO-24-603 and Recipient's application are hereby incorporated by reference into this Agreement in their entirety. This project is listed as Federal Project #EVCRAA-7516(028) Caltrans records.

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:

As an established EVSE provider with chargers identified for repair or replacement under the EVC RAA program, Blink Network LLC recognizes the urgent need to restore non-operational publicly accessible chargers and enhance overall reliability. Blink Network LLC's existing charging stations have encountered various operational challenges, including hardware failures, software communication issues, maintenance gaps, and evolving compliance requirements. These challenges have resulted in periods of downtime, reducing customer confidence and limiting access to essential EV charging infrastructure.
Without immediate action, these non-operational chargers will continue to undermine network reliability, inconvenience EV drivers, and slow California's progress towards its transportation electrification goals.

Goals of the Agreement:

The goal of this Agreement is to replace non-operational EV charging ports and install additional ports at two charging stations across California to improve the reliability of the State's EV infrastructure and ensure that all of the charging stations comply with the NEVI Standards.

Objectives of the Agreement:

The objectives of this Agreement are to:

- Replace non-operational EV charging ports and install additional ports at the EV charging stations specified in Table 1. The number of ports replaced and additional ports installed at each charging station must be in accordance with Table 1. Each charging port must be equipped with one Combined Charging System (CCS) connector.
- Ensure each charging station meets all requirements in the NEVI Standards. Each charging station must be publicly accessible, include at least four 150+ kilowatt (kW) DC fast chargers with CCS ports, be capable of simultaneously charging four EVs at 150 kW or above at each port with a minimum station power capability at or above 600 kW, and meet the minimum standards and requirements of 23 CFR 680.
- Operate each of the charging ports for a minimum of five (5) years after the beginning of operation.
- Maintain the charging stations so that each charging port funded through the project achieves annual uptime of greater than 97 percent of each year.

Table 1:

1301 Rancho Vista Boulevard, Palmdale, CA	Replace 1 Level 2 port with a DCFC port and install 3 additional DCFC ports to meet the NEVI four-port minimum. At project completion, the charging station must have four NEVI-compliant ports.
111 Mitchell Avenue, South San Francisco, CA	Replace 2 Level 2 ports with 2 DCFC ports and install 2 additional DCFC ports to meet the NEVI-four-port minimum. At project completion, the charging station must have four NEVI-compliant DCFC ports.

APPROVAL TO COMMENCE WITH WORK

This Agreement will be reimbursed by federal funds under the EVC RAA Program. The Federal Highway Administration (FHWA) must authorize funding for projects before match share or reimbursable expenditures may be incurred. Even where funds have already been obligated or work to be performed will not be reimbursable or will be done with match funds, it may still be necessary to obtain FHWA and Caltrans approval prior to commencing work.

The Recipient must receive written notice to proceed from the Commission Agreement Manager (CAM) before commencing with work on any task listed in this Scope of Work. CAM approval may be dependent on Caltrans or FHWA approval. No work may occur on any Task unless written notification to proceed is received, from the CAM, for that Task.

Even if the CAM gives approval for the Recipient to proceed with work on a Task, the project still may not move forward and any costs incurred by the Recipient are at their own risk.

> For example, the CAM may approve the Recipient to use match funds to complete environmental review; adverse NEPA findings may be made; and the project may be unable to move forward despite the Recipient using their own resources to perform work.
>
> As another example, the EVC RAA program may proceed forward as the result of litigation, but in the event of a party to that litigation's noncompliance with an order or a higher court overturning a previous order, the program may be halted again. In that event, the CEC may be unable to reimburse the Recipient for work performed, despite having previously given approval to move forward with work.

TASK 1 ADMINISTRATION

Task 1.1 Attend Kick-off Meeting

The goal of this task is to establish the lines of communication and procedures and data requests for implementing this Agreement. The 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* that no work has been completed using reimbursable or match funds prior to the execution of the agreement and FHWA's authorization of the project ("E-76 approval").
- Provide an *updated Schedule of Products, updated list of match funds, and updated list of permits.* Submit an *extended installation timeline letter* to the CAM for each charging station describing the reason why additional time is needed beyond the initial 12-month period to install additional ports to meet the four-port minimum and the expected timeline for installing all additional ports. If no additional time is needed, or if no additional ports are being installed at the charging station, the letter should state such. CEC in its discretion may approve the additional time needed to install the additional ports.
- Discuss the following administrative and technical aspects of this Agreement:
    - Agreement Terms and Conditions
    - Critical Project Review (Task 1.2)
    - Match fund documentation (Task 1.6) (No reimbursable work may be done until this documentation is in place.)
    - Permit documentation (Task 1.7)
    - Subawards needed to carry out project (Task 1.8)
    - Federal requirements including Davis Bacon documentation (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)

- Program Management Data Report (report template to be provided by CAM)
- EV Utilization Data Report (report template to be provided by CAM)
- GHG Intensity Report (report template to be provided by CAM)
- Technical Products (Product Guidelines located in Section 5 of the Terms and Conditions)

Recipient Products:

- Updated Schedule of Products
- Updated List of Match Funds
- Updated List of Permits
- Written Statement of Match Activities
- Extended Installation Timeline Letter

CAM 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 EVC RAA 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 *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 (for each CPR meeting)
- Schedule for written determination (for each CPR meeting)
- Written determination (for each CPR meeting)

Recipient Product:

- CPR Report(s) (for each CPR meeting)

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 EVC RAA 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 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 and explain the Program Management Data Report Template during first monthly call and review with Recipient during subsequent 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.
- Complete the Program Management Data Report following the first monthly call and review and update with CAM during subsequent monthly calls as needed (Task 8)
- 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 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 Identify and Obtain Match 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 eligible project costs

for reimbursement or match share under this Agreement. Match funds must be identified in writing and the associated commitments obtained before the Recipient can incur any costs for which the Recipient will request reimbursement. This Agreement must be executed and FHWA must authorize funding for projects before match share or reimbursable expenditures may be incurred. The Recipient must receive written notice to proceed from the CAM before commencing with work on any task listed in this Scope of Work, including NEPA approval and ROW certification approval.

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. 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 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
- Copy(ies) of each match fund commitment letter(s)
- Letter(s) for new match funds (if applicable)
- Letter that match funds were reduced (if applicable)

Task 1.7 Identify and Obtain Required Permits

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

Permitting needed to complete replacements to meet 23 CFR 680 are eligible for reimbursement. Permit costs for repairs and the expenses associated with obtaining permits for repairs are not reimbursable under this Agreement. Although the CEC budget for permits for repairs will be zero dollars, the Recipient may budget match funds for any expected expenditures associated with obtaining permits for repairs. 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.
- Coordinate with CEC and Caltrans staff to verify if encroachment, right –of way, or any other Caltrans permits will be required for any of the charging stations.

- 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 final 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 actions available to the CEC under this Agreement, such as an additional CPR.

Products:

- Letter documenting the permits or stating that no permits are required
- A copy of each final 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)

Task 1.8 Obtain and Execute Subawards

The goal of this task is to ensure quality products and to execute 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 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 subawards (if requested)
- Final subawards (if requested)

Task 1.9 Compliance with Federal Requirements

The goal of this task is to ensure compliance with all the federal requirements for work completed under this Agreement in a timely fashion to keep the Agreement on track. Failure to comply with federal requirements, including but not limited to Davis-Bacon Act, may require repayment of grant funds under this Agreement. See Exhibit F, subpart C., paragraph 4 for additional details.

The Recipient shall:

- Ensure that all laborers and mechanics employed by the Recipient, subrecipients, or vendors in the performance of construction, alteration, or repair work in excess of $2,000, funded directly by or assisted in whole or in part by funds made available under this Agreement, shall be paid wages at rates not less than those prevailing on similar projects in the locality, as determined by the Secretary of Labor in accordance with subchapter IV of chapter 31 of title 40, United States Code, commonly referred to as the “Davis-Bacon Act” (DBA).
- Obtain appropriate wage determinations from the Secretary of Labor or General Services Administration (sam.gov) as needed.
- Provide wage determinations at least 10 days prior to bid opening when subcontracting/making a subaward.
- When advertising for a public contract opportunity, Recipient must attach the applicable wage determinations to the solicitation, assistance agreement, and resulting contract or grant.
- Post wage rates and minimum wage rate posters onsite in a prominent and accessible place where they may easily be seen by employees.
- Collect, verify, and submit weekly to CEC all payrolls for all laborers and mechanics employed or working on the project under this Agreement, including those employed by the Recipient and any subrecipients or vendors. Include the *Fringe Benefit Statement* as needed.
- The payrolls submitted shall set out accurately and completely all of the information required to be maintained under 29 CFR Section 5.5(a)(3)(i), except that full social security numbers and home addresses shall not be included on weekly transmittals. Instead, the payrolls shall only need to include an individually identifying number for each employee (e.g., the last four digits of the employee's social security number).

- The Recipient is responsible for submittal of payrolls by all subrecipients and vendors under this Agreement.
- Each payroll submitted shall be accompanied by a "Statement of Compliance," signed by the Recipient, subrecipient, or vendor, or his or her agent who pays or supervises the payment of the persons employed under the Agreement, and shall certify the following:
    - That the payroll for the payroll period contains the information required to be provided under Section 5.5 (a)(3)(ii) of Regulations, 29 CFR part 5, the appropriate information is being maintained under Section 5.5 (a)(3)(i) of Regulations, 29 CFR part 5, and that such information is correct and complete.
    - That each laborer or mechanic (including each helper, apprentice, and trainee) employed on the Agreement during the payroll period has been paid the full weekly wages earned, without rebate, either directly or indirectly, and that no deductions have been made either directly or indirectly from the full wages earned, other than permissible deductions as set forth in Regulations, 29 CFR part 3.
    - That each laborer or mechanic has been paid not less than the applicable wage rates and fringe benefits or cash equivalents for the classification of work performed, as specified in the applicable wage determination.
- Ensure compliance with all applicable federal requirements, including and not limited to Davis-Bacon and related Acts.
- Collect, verify, and submit other documentation of compliance with federal requirements, as applicable and as needed. Provide daily construction site reports or similar to support verification of certified payroll records.

Products:

- Copies of weekly certified payrolls
- Fringe Benefit Statement (as needed)
- Other documentation of compliance with federal requirements as needed

TECHNICAL TASKS

TASK 2 ENVIRONMENTAL REVIEW AND ENGINEERING

The goal of this task is to execute site host agreements, as applicable, and to coordinate environmental review and charging station engineering among all project subrecipients and other project participants for each charging station.

The Recipient shall:

- Follow the Caltrans acquisitions process detailed in the Local Assistance Procedures Manual (LAPM) and Right of Way Manual as applicable.

- Execute and manage *Site Host Agreements* for each charging station. Ensure the right to use each project site throughout the term of the Agreement. A site host agreement is not required if the Recipient is the site host.
- Notify the CEC in writing immediately, but no later than five calendar days, if there is a reasonable likelihood a project site cannot be acquired or can no longer be used for the project.
- Submit a *letter* to the CAM describing any site host agreement needed or stating that no site host agreements are required.
- If requested by the CAM, submit *a draft of each Site Host Agreement* required to conduct the work under this Agreement for CAM review.
- If requested by the CAM, submit to the CAM a copy of the *final Site Host Agreement* for each charging station.
- Prepare and submit to the CAM a *Site Assessment* of charging station, for each charging station, which shall include, but not be limited to:
    - Evaluating site electrical capacity, including utility interconnection, service drop, transformer sizing, service activation, and billing procedures,
    - Confirming optimal positioning for best visibility, safety, and minimization of install costs,
    - Assuring wireless communication suitability,
    - Determining utility requirements and general arrangement of units for optimal usage convenience and safety, and
    - As needed, perform a site survey to ensure that installation of charging equipment and associated infrastructure falls within the site host's land boundaries and does not fall within rights-of-way or easements.
- Coordinate with CEC and Caltrans staff to complete all work necessary to complete the National Environmental Policy Act (NEPA) compliance. This includes but is not limited to submitting a *completed PES Form (Exhibit 6-A)* from Caltrans' LAPM Chapter 6.
- Coordinate with the local permitting agency to ensure compliance with the California Environmental Quality Act (CEQA).
- Submit to the CAM *Final NEPA approvals* from Caltrans for Each Charging Station.
- Finalize and submit to the CAM an engineered and utility-approved *Site Drawing* for each charging station.
- Receive NEPA (from Caltrans) and CEQA (from local permitting jurisdiction) approvals prior to moving to right –of way.

Products:

- Letter describing the site host agreements needed, or stating that no site host agreements are required
- Draft Site Host Agreement for Each Charging Station (if requested)
- Final Site Host Agreement for Each Charging Station (if requested)
- Site Assessment for Each Charging Station
- Finalized Site Drawing for Each Charging Station
- Completed PES Form (Exhibit 6-A) from Caltrans' LAPM Chapter 6
- Final NEPA Approvals for Each Charging Station

TASK 3 RIGHT OF WAY

The goal of this task is to conduct work to identify and secure necessary real property interests for the project and secure Right of Way Certification for each charging station. The Right of Way Certification is to document that real property interests have been or are being secured, and physical obstructions, including buildings, utilities, and railroads, have been or will be removed, relocated, or protected as required for the construction, operation, and maintenance of the proposed federally funded project. The Right of Way Certification also documents that right of way activities were conducted in accordance with applicable policies and procedures outlined in the Caltrans Local Assistance Procedure Manual (LAPM). The Recipient must provide proof of receiving NEPA approval (Task 2), provide an executed site host agreement for each charging station (Task 2), and receive written approval from the CAM before proceeding with this task.

[A CPR meeting is scheduled to be held during this task and additional CPR meetings may be scheduled if necessary.]

The Recipient shall:

- Review right of way records and identify the need, if any, for additional right of way for each charging station.
- Identify the needed, if any, real property interests for each charging station.
- Prepare and submit to the CAM a *Property Interest Summary Report* which should include, but not be limited to, details on necessary real property interests for each charging station, the grantor or authorized agent for each real property interest, and the anticipated timeline for finalizing each real property interest.
- Coordinate with the CAM to determine the project's right of way impacts, if any, for each charging station.
- Prepare and submit a Preliminary Engineering Right of Way Checklist form (Exhibit 13-E) from the LAPM Chapter 13. Caltrans Division of Local Assistance Office of Local Right of Way will collect the Exhibit 13-E from CEC.
- Prepare a *draft of Right of Way Certification Form 13-B(EVC RAA)* and submit it

to the CAM.

- Coordinate with the CAM to ensure Right of Way Certification Form 13-B(EVC RAA) is completed to the satisfaction of the CEC. If satisfied, designees of both CEC and Caltrans will sign in their respective places on the form, denoting Right of Way Certification is approved.
- Receive Right of Way Certification approval prior to commencing with construction-related activities (Task 4 and Task 5).

Products:

- Preliminary Engineering Right of Way Checklist form (Exhibit 13-E) from the LAPM Chapter 13
- Property Interest Summary Report
- Right of Way Certification Form 13-B(EVC RAA)

TASK 4 SITE PREPARATION AND EQUIPMENT PROCUREMENT

The goal of this task is to prepare each charging station for repair, replacement and/or installation work. The Recipient must receive Right of Way Certification approval (Task 3) and written approval from the CAM before commencing with this task.

The Recipient shall:

- Prepare and submit to the CAM a *Repair, Replacement, and Installation Plan* for each charging station, which shall include, but not be limited to:
    1. The site host business name
    2. The site host address
    3. The equipment being repaired, replaced, and/or installed
    4. The name of the project manager for the site
    5. The planned repair and installation schedule
- Procure all required equipment for repair, replacement, and/or installation after the Repair, Replacement, and Installation Plan is submitted and the CAM has provided written approval to proceed with procurement.
- Procure all necessary materials for repair, replacement, and/or installation.
- Verify safety, shelter, access, ADA compliance, signage, and lighting requirements are met.
- Coordinate site project kick-off meeting with host, suppliers, subrecipients, contractors, and local authority having jurisdiction for each charging station.
- Meet with project partners to track and evaluate project progress, goals, barriers, and project approach.

- Prepare and submit to the CAM a *Written Notification of Readiness to Begin Repair, Replacement, and/or Installation* for each charging station that declares each site is completed with preconstruction and engineering activities and ready to move forward with the repair, replacement, and/or installation.

Products:

- Repair, Replacement, and Installation Plan for Each Charging Station
- Written Notification of Readiness to Begin Repair, Replacement, and/or Installation for Each Charging Station

TASK 5 CHARGING STATION REPAIR, REPLACEMENT, AND/OR INSTALLATION AND COMMISSIONING

The goal of this task is to complete the repair, replacement, and/or installation work for each charging station, ensure all equipment meets the solicitation and federal NEVI requirements, and commission each charging station for public use. The Recipient must receive Right of Way Certification approval (Task 3) and written approval from the CAM before commencing with this task.

[A CPR meeting is scheduled to be held during this task and additional CPR meetings may be scheduled if necessary.]

The Recipient shall:

- Utilize the *Site Assessments*, *Final Site Drawing*, and *Repair, Replacement, and Installation Plan* from Tasks 2 and 4 to prepare each charging station for installation work. Inform Caltrans of installation schedule to initiate preparation of highway signage (if required). Install charging equipment that complies with 23 CFR 680 at each charging station:
    - Each charging station must have a minimum of four (4) Direct Current Fast Charging (DCFC) ports that have a continuous power delivery rating of at least 150 kW
    - Recipient must install additional ports to meet the four-port minimum at charging stations that do not have four ports that meet the federal NEVI standards in 23 CFR 680. Additional ports must be DCFC and have a continuous power delivery rating of at least 150 kW.
    - (Extra ports may be installed beyond the four-port minimum, but these ports cannot be included in the project. Extra ports beyond the four-port minimum cannot use EVC RAA funding and cannot count towards the Recipient's Match funding.)
- Ensure charging equipment meets the following specifications:
    1) Power Requirements
        - DCFCs – Each DCFC charging port must support output voltages between 250 volts DC and 920 volts DC. DCFCs

located at AFC charging stations must have a continuous power delivery rating of at least 150 kilowatt (kW) and supply power according to an EV's power delivery request up to 150 kW, simultaneously from each charging port at a charging station.
    - Level 2 – Each Level 2 charging port must have a continuous power delivery rating of at least 6 kW and the charging station must be capable of providing at least 6 kW per port simultaneously across all Level 2 ports.
2) AFC charging stations should be supported by a grid connection of at least 600 kW. Connectors
    - DCFCs - Each charging port must have at least one permanently attached CCS connector. Additional connector types such as CHAdeMO and SAE J3400 are allowed to be installed if the previous requirement is still met.
3) Interoperability: Charger-to-EV Communication
    - The chargers must conform to ISO 15118-3, and hardware must be capable of implementing both ISO 15118-2 and ISO 15118-20.
    - The chargers must include all necessary software and hardware to perform Plug-and-Charge using ISO 15118-2.
    - Conformance testing for charger software and hardware should follow ISO 15118-4 and 15118-5, respectively.
4) Interoperability: Charger-to-Charger Network Communication
    - The chargers must conform to OCPP 2.0.1 or later. Manufacturers must attest that the charger conforms to OCPP 2.0.1 or later by detailing it on a publicly available charger specification sheet.
5) Interoperability: Charging-Network-to-Charging Network Communication
    - The charger's networking software must connect to a central management system using OCPP 2.0.1 for the purposes of charger management and data reporting.
    - The charging network must be capable of communicating with other charging networks in accordance with the Open Charge Point Interface (OCPI) 2.2.1.
6) Interoperability: Network Switching Capability
    - The chargers must be designed to securely switch network providers without any changes in hardware.
7) Cybersecurity
    - The chargers and charging software must meet all the NEVI cybersecurity requirements listed in the federal NEVI standards.
8) Charger Network Connectivity Requirements
    - The chargers must be networked and must include the following three abilities:
        - Have network connectivity with one of the following:
            - IEEE 802.11n for high-bandwidth wireless

networking, or

- IEEE 802.3 for Ethernet for local- or wide-area network applications

- Be able to receive remote software updates, real-time protocol translation, encryption, and decryption, including:
  - Internet Protocol (IP)-based processor which must support multiple protocols, and
  - Compliance with Transmission Control Protocol (TCP)/IP and IPv6.
- Be able to connect to a network's back-end software

- Each charging port must be covered by and included in a networking agreement for at least five (5) years.

9) Safety and Weather Resistance
   - The charging equipment must be certified by an Occupational Safety and Health Administration Nationally Recognized Testing Laboratory.
   - The equipment must be able to withstand extreme weather conditions, including temperature extremes, flooding, heavy rains, and high winds.
   - Display screens must be protected from malfunctions due to condensation and any local area weather conditions.
10) Compliance with State Requirements
   - All chargers must meet applicable requirements, including those of Senate Bill 454 (Corbett, Chapter 418, Statutes of 2013), the California Air Resources Board Electric Vehicle Supply Equipment (EVSE) Standards, and the California Department of Food and Agriculture Division of Measurement Standards, for public chargers.

- Submit to the CAM an *AB 841 Certification* that certifies the project has complied with all AB 841 (2020) requirements specified in Exhibit C or describes why the AB 841 requirements do not apply to the project. The Recipient's authorized representative shall sign the certification.
- Submit to the CAM *Electric Vehicle Infrastructure Training Program (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.

- Ensure all electric vehicle supply equipment (EVSE) installed for commercial use has a type approval certificate issued through the California Type Evaluation Program (CTEP) administered by the California Department of Food and Agriculture (CDFA) Division of Measurement Standards (DMS) or Certificate of Conformance issued by the National Type Evaluation Program (NTEP) administered through the National Conference on Weights and Measures. California accepts NTEP certificates so long as the device also meets CCR Title 4, Section 4002.11.
- Unless otherwise updated by the CDFA DMS, ensure installation, repair, and/or maintenance on commercial EVSE is performed by a Registered Service Agency (RSA) and after the device is placed in service, the RSA must report this information to the county within 24 hours. Device owners are responsible for registering their device with the county.
- Purchase a networking agreement for each charging port installed. The term of the networking agreement must cover at least five (5) years of operations. If Recipient is a charging network provider, the Recipient is not required to obtain a networking agreement.
- Prepare and submit to the CAM a *Build America, Buy America Compliance Report* which must document compliance with the Federal NEVI Build America, Buy America requirement.
- Assure each charging station and their associated chargers are accessible to the public as required by 23 CFR 680 and FHWA's NEVI Formula Program Guidance. Per 23 CFR 680, AFC charging stations must be publicly accessible 24 hours per day, 7 days per week, year-round. Non-AFC charging stations must be publicly accessible at least as frequently as the business operating hours of the site host. Under the NEVI Formula Program Guidance, publicly accessible means the equipment is available to the public without restriction. A station that is not maintained or restricts access only to customers, tenants, employees, or other customers is not publicly accessible.[1] This does not prohibit isolated or temporary interruptions in service or access because of maintenance or repairs.
- Coordinate utility interconnection, service drop, transformer sizing, service activation, and billing.
- Create and submit a *Signage Report* which may include, but is not limited to:
    - Trailblazer signage that clearly identifies the route from the freeway to the station(s) (if applicable),

[1] National Electric Vehicle Infrastructure Formula Program Guidance page 23, footnote 31: https://www.fhwa.dot.gov/environment/nevi/formula_prog_guid/90d_nevi_formula_program_guidance.pdf

- Which jurisdiction(s) and/or agency(ies) the Recipient must coordinate with to deploy the trailblazer signage for each charging station (if applicable),
- Signage that clearly identifies the charging site location to an approaching driver from any ingress,
- Signage that identifies parking is for EVs only,
- Signage that states non-EVs may be towed,
- Signage that that informs drivers of price per unit of measure,
- Signage required for EV driver accessibility, and
- Any additional signage that may be required by federal, state, or local laws, regulations, and ordinances.

- Send a copy of the *Signage Report* to each local jurisdiction identified in the Report.
- Install signage in accordance with the *Signage Report*, local jurisdictions' requirements, and Caltrans requirements.
- Create and submit to the CAM *Written Training Materials* for the charging station equipment at each charging station. These materials may include, but are not limited to, how to operate the equipment, how to troubleshoot the equipment, who to contact for specific questions or issues, and site host requirements may be detailed in the site license agreement. Site host requirements may include, but not be limited to, restroom availability and cleanliness, 24/7/365 public access to the charging station for AFC charging stations, access to the charging station at least during business hours for non-AFC charging stations, keeping the charging station well-lit and clean.
- Deliver *Written Training Materials* for the charging station to each charging station site host, who should always keep the Written Training Materials at the charging station.
- Provide training to site hosts based on the *Written Training Materials*.
- Perform final inspections and make corrections if necessary.
- Commission each charging station by verifying each installation was completed in accordance with its *Site Assessments*, *Final Site Drawing*, and *Repair, Replacement, and Installation Plan* from Task 2 and 4, the Federal NEVI requirements, and overall requirements of this Solicitation.
- Submit each charging station's information to the Alternative Fuels and Data Center, at a minimum. The Recipient may provide the additional charging station location programs as seen fit.
- Prepare and submit to the CAM, the *Written Notification of Intent to Operate Formerly Non-Operational Ports* for each charging station that

declares the non-operational port(s) have been repaired or replaced, the final inspection card has been received, the port(s) have been commissioned, and are available to the public for use. This must be completed within 12 months from FHWA's authorization of the first phase for which the Recipient requested federal funding.

- Prepare and submit to the CAM, the *Written Notification of Intent to Operate Additional Ports* for each charging station that declares the additional port(s) have been installed, the final inspection card has been received, the port(s) have been commissioned, and are available to the public for use. If no additional ports are being installed at the station, this is not required.

Products:

- Signage Report
- Written Training Materials
- Written Notification of Intent to Operate Formerly Non-Operational Ports for Each Charging Station
- Written Notification of Intent to Operate Additional Ports for Each Charging Station (if required)
- AB 841 Certification
- EVITP Certification Numbers for all electricians installing EVSE
- Build America, Buy America Compliance Report

TASK 6 OPERATIONS AND RELIABILITY

The goal of this task is to reliably operate the EV charging stations and provide information to measure and verify reliability.

Recipient shall comply with the reliability performance standards, recordkeeping, reporting, and maintenance requirements (Requirements) for EV chargers installed as part of this Agreement. In the event the CEC adopts regulations that include Requirements, for example as required by Assembly Bill (AB) 2061 (Chapter 345, Statutes of 2022) and/or AB 126 (Chapter 319, Statutes of 2023), those Requirements shall supersede the Requirements contained in this Scope of Work for this Agreement wherever, as determined by the CAM, they conflict or are redundant.

Task 6.1 Operations

The Recipient Shall:

- **Operational requirement for all chargers:** Operate the installed charging ports during the term of this agreement.
- **Price communication requirement:** Ensure price is communicated to customers as prescribed in 23 CFR 680.116(a).

- **Uptime requirement for all chargers:** Ensure that the charging port uptime for each charging port installed in the project is greater than 97 percent of each year as specified in 23 CFR 680.116(b) for five (5) years after the beginning of operation.

- **Maintenance requirements for all chargers:**
    - Conduct preventive maintenance, as specified by the charger manufacturer, on the charger hardware by a certified technician annually. The time interval between consecutive preventive maintenance visits to any charger shall be no more than 13 months.
    - Complete corrective maintenance within 5 business days of the beginning of a time when the charger or charging port is inoperative or exhibiting failures that result in an inability to charge.

- **OCPP requirements for networked chargers:** The Recipient shall retain the services of a charging network provider that meets the bulleted criteria below to record, retain, and transmit the Remote Monitoring data for networked chargers specified in Task 6.2.
    - The charging network provider must have an API of the CEC's choosing to permit the charging network provider to transfer the data required in this section directly to the CEC or the CEC's designee within 60 minutes of the record's generation.
    - The charging network provider must have Subset Certification of the Charging Station Management System in the Open Charge Alliance OCPP Certification Program for OCPP version 2.0.1, published May 24, 2023, or a subsequent version of OCPP for Core, Advanced Security, and ISO 15118 Support functionalities.
    - The charging network provider's central system must have connection to the chargers using OCPP version 2.0.1 or a subsequent version of OCPP. This does not preclude the additional use of other communication protocols.
    - The charging network provider and chargers must transmit the following protocol data units between the Central Management System and the charger(s) as specified in OCPP version 2.0.1 or a subsequent version of OCPP:
        - AuthorizeRequest shall be transmitted to the Central Management System by the charger.
        - AuthorizeResponse shall be transmitted by the Central Management System to the charger.
        - BootNotificationResponse shall be transmitted by the Central Management System to the charger in response to any received BootNotificationRequest.
        - HeartbeatRequest shall be transmitted to the Central Management System by the charger on a set interval.
        - HeartbeatResponse shall be transmitted to the charger by the Central Management System in response to any received HeartbeatResponse.
        - RequestStartTransactionRequest shall be transmitted by the Central Management System to the charger as specified in OCPP 2.0.1 or a subsequent version of OCPP.
        - StatusNotificationRequest shall be transmitted by the charger to the Central Management System any time the charger or an associated charging port's operative status changes.

- TransactionEventRequest shall be transmitted to the Central Management System by the charger as specified in OCPP 2.0.1 or a subsequent version of OCPP.
  - The optional field meterValue must be populated when the eventType field is set to either “Started” or “Ended.”
  - When populated, the sub-subfield Value of the subfield SampledValue of the field meterValue shall be transmitted in Watt-hours (Wh).
  - When populated, the sub-sub-subfield unit of the sub-subfield unitOfMeasure of the subfield SampledValue of the field meterValue shall be set to the default string, “Wh.”
  - When populated, the sub-sub-subfield multiplier of the sub-subfield unitOfMeasure of the subfield SampledValue of the field meterValue shall be set to the default integer, 0 (zero).
  - When the meterValue field is populated, the measurand sub-subfield of the SampledValueType subfield, of the field meterValue shall be populated as specified in OCPP 2.0.1 or a later version.

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 operationality for five (5) years after the beginning of operation shall survive the completion or termination date of this agreement. In addition to other requirements in the Terms and Conditions of this agreement, all EVC RAA-reimbursable expenditures must be incurred within the agreement term.

Task 6.2 Recordkeeping and Transmittals

The goal of this task is to collect, maintain, and transmit records of charging port operation and reliability and provide them to the CEC.

The Recipient Shall:

- Ensure the charging network provider collects and retains the Remote Monitoring data below from each charging port repaired, replaced, and/or installed and operated as part of this Agreement.
- Ensure the charging network provider automatically transmits the Remote Monitoring data below to the CEC, via API, within 60 minutes of the Remote Monitoring data’s generation. Transmittals must begin within one month of the charger becoming operational.

- Ensure the charging network provider retains the Remote Monitoring data below for 2 years from the date of each record's generation. Provide *Remote Monitoring records* to the CEC within 10 business days of request.

    1. Provide digital records in a comma separated values (CSV) file unless another file format is approved by the CEC for the request.

    2. Provide a clear and understandable *Data Dictionary* that describes each data element and any associated units with all digital records.

- Remote monitoring data for networked chargers, which will serve as the foundation for the Remote Monitoring records that must be submitted include:

    i. All instances of the following Protocol Data Units, specified in OCPP 2.0.1, that are transmitted between the charger and the central system.
        1. AuthorizeRequest
        2. AuthorizeReponse
        3. BootNotificationRequest
        4. HeartbeatResponse
        5. RequestStartTransactionRequest
        6. StatusNotificationRequest
        7. TransactionEventRequest

- Collect and retain the maintenance records specified below for each charging port installed and operated as part of this Agreement for five (5) years from the date the charging port begins operation. Provide *Maintenance Records* to the CEC within 10 business days of request.

- Maintenance Records, for all chargers, Recipient shall collect and retain:

    1. Reports of inoperative charging ports or charging port failures resulting in inability to charge, such as a customer complaint, internal diagnostics, or inspection.

    2. Records of any maintenance conducted on charging ports repaired, replaced, and/or installed and operated as part of the agreement. Records should specify the following:

        a. Date and time of the maintenance event.

        b. Whether maintenance was corrective or preventive in nature.

        c. Whether and for how long the charging port was in an inoperative state prior to maintenance.

        d. Whether the charging port was in an operative state following maintenance.

Products:

- Remote Monitoring Records
- Maintenance Records
- Data Dictionary

Task 6.3 Reporting

The goal of this task is to provide reports on charger reliability and maintenance.

The Recipient shall:

- For each charger, after the charger becomes operational, prepare and submit to the CEC *Quarterly Reports on Charger and Charging Port Reliability and Maintenance*. This report must conform to a format approved by the CEC and be provided for five years after the charging ports are operational. Each report shall include:
    - A summary of charging port downtime, including total downtime and the number and frequency of downtime events, the minimum, median, mean, and maximum duration, and the causes of downtime events. Downtime shall be determined on a per charging port basis by summing the durations of all downtime events during the reporting period. The duration of a downtime event shall be the longest of the following periods:
        a) The time after the charger has transmitted a StatusNotificationRequest indicating that the charging port associated with that charger is in a “faulted” or “unavailable” state until a subsequent StatusNotificationRequest is transmitted by that charger indicating that the charging port has transitioned to an “available,” “occupied,” or “reserved” state. The timestamps in each StatusNotificationRequest shall be used to quantify downtime.
        b) The time between a BootNotificationResponse transmitted by the Central Management System and the last HeartbeatResponse transmitted by the Central Management System prior to the BootNotificationResponse. The timestamps in the relevant BootNotificationResponse and HeartbeatResponse shall be used to quantify downtime.
        c) The time between the earliest record that a charging port is not capable of successfully dispensing electricity or otherwise not functioning as designed and the time it is available to deliver a charge. First record that a charger is not capable of successfully dispensing electricity or otherwise not functioning as designed includes, but is not limited to, consumer notification, internal diagnostics, or inspection, whichever is earliest.

- A summary of Excluded Downtime, including total excluded downtime and the number and frequency of excluded downtime events, the minimum, median, mean, and maximum duration, and the causes of excluded downtime events. ‘Excluded Downtime’ includes:
    a) Before Initial Installation: Downtime before the charging port was initially installed.
    b) Grid Power Loss: Downtime during which power supplied by a third-party provider is not supplied at levels required for minimum function of the charging port. This may include, but is not limited to, service outages due to utility equipment malfunction or public safety power shutoffs. This does not include power generation or storage equipment installed to serve the charger(s) exclusively. Documentation from power provider detailing outage is required to claim this as excluded downtime.
    c) Outage for Preventative Maintenance or Upgrade: Downtime caused by any preventative maintenance or upgrade work that takes the charging port offline. This must be scheduled at least two weeks in advance of the charger being placed in an inoperative state. The maximum downtime that can be excluded for preventative maintenance or upgrade work is 24 hours for any 12-month period.
    d) Vandalism or Theft: Downtime caused by any physical damage to the charger or station committed by a third party. This may include, but is not limited to, theft of charging cables, damage to connectors from mishandling, or damage to screens. A maximum of 5 days may be claimed as excluded downtime for each Vandalism or Theft event. A police report or similar third-party documentation is required to claim this as excluded time.
    e) Natural Disasters: Downtime caused by any disruption of the charging port due to a natural event such as a flood, earthquake, or wildfire that causes great damage. Third party documentation such as news reporting must be provided along with a narrative of the direct impacts to the charger(s) to claim this as excluded downtime.
    f) Communication Network Outages: Downtime caused by loss of communication due to cellular or internet service provider system outages. A Communication Network Outage can be claimed as excluded downtime provided the chargers default to a free charge state during communication losses. A free charge state is when the charger is operational and dispenses energy free of charge to any consumer.
    g) Operating Hours: Hours in which the charging port is in an operative state but that are outside of the identified hours of operation of the charging station.

- A summary and calculation of uptime. Each report shall include the uptime percentage of each charging port (Uptime) installed and operated as part of this Agreement for the reporting period. Charging port uptime shall be calculated as:

$$U = \frac{T - D + E}{T} * 100\%$$

U = Charging Port Uptime

T =

1. Q1 reporting period = 129,600 minutes, except for a leap year, which is 131,040 minutes.
2. Q2 reporting period = 131,040 minutes.
3. Q3 and Q4 reporting periods = 132,480 minutes.

D = Total charging port downtime for the reporting period, in minutes.

E = Total charging port excluded downtime in the reporting period, in minutes.

- For all chargers, prepare a summary of the total number of maintenance dispatch events that occurred since the last report, the number of days to complete each maintenance event reported, and a narrative description of significant maintenance issues. Include details of all excluded downtime and a narrative description of events that caused the excluded downtime. Include the summary in each Quarterly Report on Charger and Charging Port Reliability and Maintenance.

Products:

- Quarterly Report on Charger and Charging Port Reliability and Maintenance, submitted in a manner specified by the CEC for five years after charging ports are operational.

TASK 7 SEMI-ANNUAL ELECTRIC VEHICLE CHARGER INVENTORY REPORTS

The goal of this task is to provide information on the number of chargers in the Recipient's charging network in California, including both public and shared private, serving all vehicle sectors (light-, medium-, and heavy duty) excluding any charger used solely for private use at a single-family residence or a multifamily housing unit with four or fewer units. In the event the CEC adopts regulations that include Requirements, for example as required by AB 2061 (Chapter 345, Statutes of 2022) and/or AB 126 (Chapter 319, Statutes of 2023), those Requirements shall supersede the Requirements contained in this Scope of Work for this Agreement wherever, as determined by the CAM, they conflict or are redundant.

The Recipient shall:

- Prepare an *Electric Vehicle Charger Inventory Report,* in a template provided by the CAM, that includes:
    - For chargers serving light-duty electric vehicles:
        - Number of public AC charging ports aggregated at the county level by charging network provider
        - Number of shared private AC charging ports aggregated at the county level by charging network provider
        - Number of public DC fast charging ports aggregated at the county level by charging network provider
        - Number of shared private DC fast charging ports aggregated at the county level by charging network provider
    - For chargers serving medium- and/or heavy-duty vehicles:
        - Number of public AC charging ports aggregated at the county level by charging network provider
        - Number of shared private AC charging ports aggregated at the county level by charging network provider
        - Number of public DC fast charging ports aggregated at the county level by charging network provider
        - Number of shared private DC fast charging ports aggregated at the county level by charging network provider
        - Number of other publicly available charging ports at the county level by charging network provider
        - Number of other depot charging ports by power output (less than 50 kilowatts (kW), between 50 – 150 kW, 150 kW – 350 kW, 350 kW and above) at the county level by charging network provider (if applicable)
- Submit the *Electric Vehicle Charger Inventory Report* to the CAM, no later than 30 calendar days after the Agreement is executed and then each calendar half-year thereafter. Reports are due at the end of July and end of January.

Products:

- Electric Vehicle Charger Inventory Report

TASK 8 OTHER DATA COLLECTION AND ANALYSIS

The goal of this task is to collect operational data and programmatic data from the project. In the event the CEC adopts regulations that include Requirements, for example as required by AB 2061 (Chapter 345, Statutes of 2022) and/or AB 126 (Chapter 319, Statutes of 2023), those Requirements shall supersede the Requirements contained in this Scope of Work for this Agreement wherever, as determined by the CAM, they conflict or are redundant.

The Recipient shall:

- Prepare and provide a *Program Management Data Report* in a format chosen by the CEC following the first monthly call (Task 1.4) and update during subsequent monthly calls as needed.
- Collect and provide the following programmatic data for all electric vehicle chargers, and include in the *Program Management Data Report*. The programmatic data shall include, but not be limited to the following:
    - Funding
        - The subsidy from a federal program, utility program, and private funding
    - Vehicles
        - Primary Vehicle Type served such as light duty (GVWR <= 10,000), medium duty (10,000 < GVWR <= 26,000), heavy duty (GVWR > 26,000)
    - Milestone Dates
        - Key milestone dates, such as permit request and received date, charger energization date, charger operational date, and other dates as requested by the CAM
    - Location
        - Primary site access type such as publicly available, shared private, private
        - Location/site use type, such as hotel, restaurant, or multi-unit housing
        - Charger address
        - Parking location type, such as street, parking lot or parking garage
    - Other Equipment
        - Battery Energy Storage CEC cost and kWh capacity

        - Non-battery Distributed Generation CEC cost, kW capacity and type
    - ZEV Infrastructure Information:
        - Charger Information
        - Charger make and model, serial number, level (Level 1, Level 2, DCFC, MCS), nameplate capacity (kW), number ports per charger

Product:

- Program Management Data Report

Task 8.1 Utilization

The Recipient shall:

- Collect and provide to the CAM, at minimum, quarterly utilization data from the project for all installed chargers in an EV Utilization Data Report in the format of the CEC's choosing, for three years after the charging ports are operational, including, but not limited to:
    - EV Charging Port:
        - Charging network provider name
        - Charger site address, city, zip code
        - Charger make, model, and manufacturer serial number
        - EV service equipment charger and charging port ID
        - Peak Power (kW)
        - Charging session start/end date and times
        - Charging session energy consumed (kW)
        - Plug in/un-plugged timestamp Coordinated Universal Time (UTC)
        - Charging interval peak demand
        - Charging interval start/end times
        - Charging interval energy consumed
        - If a bidirectional charger, energy (kWh) discharged back to grid or facility
        - Total transacted amount
        - Payment method

Product:

- EV Utilization Data Report provided, at a minimum, quarterly for three years after charging ports are operational.

Task 8.2 GHG Intensity Reporting

The Recipient shall:

- For electric vehicle chargers: collect and report the source and greenhouse gas emissions intensity, on an annual basis, of the electricity used and dispensed by the EV charging station(s) at the meter, consistent with the disclosure methodology set forth in Article 14 (commencing with Section 398.1) of Chapter 2.3 of Part 1 of Division 1 of the Public Utilities Code. Data must be reported to the CEC semiannually in the GHG Intensity Report specified by the CAM.

Product:

- GHG Intensity Report

Task 8.3 Data Sharing Agreement

The goal of this task is to ensure a data sharing agreement with the parameters outlined below is in place for the purposes of facilitating data collection and reporting on EV charging ports.

The Recipient shall:

- Enter into a data sharing agreement with a charging network provider that shall include the following, and if the Recipient is a charging network provider, the Recipient shall enter into a data sharing agreement with the CEC that shall include the following:
    - The charging network provider fulfills all the data collection and reporting requirements described in Task 6.2 Recordkeeping and Transmittals (excluding Maintenance Records), Task 6.3 Reporting, Task 7 Semi-Annual Electric Vehicle Charger Inventory Reports, and Task 8.1 Utilization, on behalf of Recipient.
    - The charging network provider's reports adhere to CEC-approved formatting, report templating, and delivery methods.
    - CEC is identified as a third-party beneficiary to the data sharing agreement.
- Be responsible for ensuring the charging network provider fulfills all requirements described in the data-sharing agreement.
- Submit the *dually signed data-sharing* agreement to the CEC within 30 calendar days of selecting a charging network provider and no later than when the first charging port under this agreement is energized.
- Notify the CAM in writing within 30 calendar days if Recipient changes its selected charging network provider.

- If a new charging network provider is selected, the new dually signed data-sharing agreement shall be submitted to the CEC within 30 calendar days of the charging network provider's selection.

Product:

- Dually signed data-sharing agreement

TASK 9 FEDERAL DATA REPORTING

The goal of this task is to provide and report data as specified in 23 CFR 680.

The Recipient shall:

- Collect, maintain, and report *data* for all ports funded through EVC RAA for at least five (5) years to the Joint Office of Energy and Transportation as prescribed in 23 CFR 680.112. Data Submittal. The data listed below shall be submitted to the CEC via the Electric Vehicle Charger Analytics and Reporting Tool (EV-ChART) online platform. All data must be formatted and prepared in accordance with the EV-ChART Data Format and Preparation Guidance.
    - Submit the following data on a quarterly basis to EV-ChART:
        - Charging station identifier that the following data can be associated with. This must be the same charging station name or identifier used to identify the charging station in data made available to third-parties in § 680.116(c)(1).
        - Charging port identifier. This must be the same charging port identifier used to identify the charging port in data made available to third-parties in § 680.116(c)(8)(ii).
        - Charging session start time, end time, and any error codes associated with an unsuccessful charging session by charging port.
        - Energy (kWh) dispensed to EVs per charging session by charging port.
        - Peak session power (kW) by port.
        - Payment method associated with each charging session.
        - Charging station port uptime, T_outage, and T_excluded calculated in accordance with the equation in § 680.116(b) for each of the previous 3 months.
        - Duration (minutes) of each outage.
    - Submit the following data on an annual basis on or before March 1 to EV-ChART:

        - Maintenance and repair cost per charging station for the previous year.
        - For private entities identified in paragraph (c)(1) of § 680.112, identification of and participation in any State or local business opportunity certification programs including but not limited to minority-owned businesses, Veteran-owned businesses, woman-owned businesses, and businesses owned by economically disadvantaged individuals.
    - Submit the following data one time, as soon as available, to EV-ChART:
        - The name and address of the private entity(ies) involved in the operation and maintenance of chargers.
        - Distributed energy resource installed capacity, in kW or kWh as appropriate, of asset by type (e.g., stationary battery, solar, etc.) per charging station.
        - Charging station real property acquisition cost, charging equipment acquisition and installation cost, and distributed energy resource acquisition and installation cost.
        - Aggregate grid connection and upgrade costs paid to the electric utility as part of the project, separated into:
            - Total distribution and system costs, such as extensions to overhead/underground lines, and upgrades from single-phase to three-phase lines.
            - Total service costs, such as the cost of including poles, transformers, meters, and on-service connection equipment.

- Provide *third-party data sharing* as prescribed in 23 CFR 680.116(c). Make available, free of charge, to third-party software developers, via API:
    1. Unique charging station name or identifier
    2. Address (street address, city, state, and zip code) of the property where the charging station is located
    3. Geographic coordinates in decimal degrees of exact charging station location
    4. Charging station operator name
    5. Charging network provider name
    6. Charging station status (operational, under construction, planned, or decommissioned)
    7. Charging station access information:

(i) Charging station access type (public or limited to commercial vehicles)

(ii) Charging station access days/times (hours of operation for the charging station

8. Charging port information:

(i) Number of charging ports

(ii) Unique port identifier

(iii) Connector types available by port

(iv) Charging level by port (DCFC, AC Level 2, etc.)

(v) Power delivery rating in kilowatts by port

(vi) Accessibility by vehicle with trailer (pull-through stall) by port (yes/no)

(vii) Real-time status by port in terms defined by Open Charge Point Interface 2.2.1

9. Pricing and payment information:

(i) Pricing structure

(ii) Real-time price to charge at each charging port, in terms defined by Open Charge Point Interface 2.2.1

(iii) Payment methods accepted at charging station.

Products:

- Data submittals to EV-ChART
- API for third-party data sharing

TASK 10 PROJECT FACT SHEET

The goal of this task is to create 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