**GRANT FUNDING OPPORTUNITY**

**Clean Transportation Program**

**FAST - Fast and Available Charging for All Californians**



**GFO-22-611 – ADDENDUM 1**

<https://www.energy.ca.gov/funding-opportunities/solicitations>

State of California

California Energy Commission

 April 5, 2023

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#

# I. Introduction

## Purpose of Solicitation

This is a competitive grant solicitation. The California Energy Commission’s (CEC’s) Clean Transportation Program announces the availability of up to $35 million in grant funds for projects that will support electric vehicle (EV) charging infrastructure for high mileage on-demand transportation services, car sharing enterprises, or car rental agencies, and the public.

## Background

Assembly Bill (AB) 118 (Núñez, Chapter 750, Statutes of 2007), created the Clean Transportation Program. The statute authorizes the CEC to develop and deploy alternative and renewable fuels and advanced transportation technologies to help attain the state’s climate change policies. AB 8 (Perea, Chapter 401, Statutes of 2013) re-authorized the Clean Transportation Program through January 1, 2024, and specified that the CEC allocate up to $20 million per year (or up to 20 percent of each fiscal year’s funds) in funding for hydrogen station development until at least 100 stations are operational.

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

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

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

The California Budget Act of 2022 (SB 154, Skinner, Chapter 43, Statutes of 2022, as amended by AB 178, Ting, Chapter 45, Statutes of 2022 and AB 179, Ting, Chapter 249, Statutes of 2022); AB 211 (Committee on Budget, Chapter 574, Statutes of 2022); and AB 181 (Committee on Budget, Chapter 52, Statutes of 2022) provided an additional $1.129 billion from the General Fund to support infrastructure deployments, emerging opportunities, and manufacturing projects for zero-emission light-duty and medium- and heavy-duty vehicles.

## Commitment to Diversity

The CEC is committed to ensuring that participation in its Clean Transportation Program reflects the rich and diverse characteristics of California and its people. To meet this commitment, CEC staff conducts outreach efforts and activities to:

* Ensure potential new applicants throughout the state are aware of CEC’s Clean Transportation Program and the funding opportunities the program provides.
* Encourage greater participation by underrepresented groups including disabled veteran-, women-, minority-, and LGBT-owned businesses.
* Assist applicants in understanding how to apply for funding from CEC’s Clean Transportation Program.

## Key Activities and Dates

Key activities including dates and times for this solicitation are presented below. An addendum will be released if the dates change for the asterisked (\*) activities. Times listed are Pacific Standard time or Pacific Daylight Time, whichever is being observed.

Added language appears in **bold underline**, and deleted language appears in [~~strikethrough~~] and within square brackets.

|  |  |
| --- | --- |
| **ACTIVITY** | **ACTION DATE** |
| Solicitation Release | April 5, 2023 |
| Pre-Application Workshop\* | [~~April 27, 2023~~] **April 26, 2023** |
| Deadline for Written Questions\* | May 5, 2023 |
| Anticipated Distribution of Questions/Answers | Week of May 15, 2023 |
| Deadline to Submit Applications by 11:59 p.m.\* | June 23, 2023 |
| Anticipated Notice of Proposed Awards Posting  | Week of August 14, 2023 |
| Anticipated CEC Business Meeting  | Fourth Quarter 2023 |

## How Award Is Determined

Applicants passing administrative and technical screening will compete based on evaluation criteria and will be scored and ranked based on those criteria. Unless CEC exercises any of its other rights regarding this solicitation (e.g., to cancel the solicitation or reduce funding), applications obtaining at least the minimum passing score will be recommended for funding in ranked order as described below.

Each application must designate only one region (Table 1). CEC will recommend awards to the highest ranked project within each region. After one application from each region has been recommended for funding, the remaining funds will then be allocated to the next overall highest scoring application(s) with a passing score, regardless of the region, in ranked order until all funds available under this solicitation are exhausted. In addition, if no applications with a passing score are received in a given region, the CEC reserves the right to reallocate funding to the remaining application(s) submitted with a passing score, regardless of the region. It is CEC’s intent to fund at least one project per region.

If the funds available under this solicitation are insufficient to fully fund a grant proposal, CEC reserves the right to recommend partially funding that proposal. In this event, the proposed Applicant/Awardee and Commission Agreement Manager (CAM) shall meet and attempt to reach agreement on a reduced scope of work commensurate with the level of available funding.

## Availability of Funds

A total of $35 million is available for awards under this solicitation. CEC, at its sole discretion, reserves the right to increase or decrease the amount of funds available under this solicitation.

## Minimum and Maximum Award Amounts

The minimum award amount is $2,000,000. The maximum award amount is up to 50 percent of the total project costs or $6,000,000, whichever is less.

## Single Applicant Cap

Applicants submitting multiple applications are eligible for no more than 40 percent of the total funding in this solicitation.

## Maximum Number of Applications

Applicants may submit up to two applications per region under this solicitation for a maximum of six applications. Each application submitted by the same Applicant must be separate and distinct and adhere to all requirements contained in this solicitation.

## Pre-Application Workshop

There will be one Pre-Application Workshop; participation in this meeting is optional but encouraged. The Pre-Application Workshop will be held remotely through Zoom, which is the CEC’s online meeting service, at the date and time listed below. Please call the Commission Agreement Officer (CAO) listed in paragraph M below or refer to the CEC’s solicitation information website at https://www.energy.ca.gov/funding-opportunities/solicitations to confirm the date and time.

[~~April 27, 2023~~] **April 26, 2023**

**10:00 a.m. – 12:00 p.m.**

**Remote Access Only**

## Participation Through Zoom

Zoom is the CEC’s online meeting service. When attending remotely, presentations will appear on your computer/laptop/mobile device screen, and audio may be heard via the device or telephone. Please be aware that the Zoom meeting will be recorded.

**Zoom Instructions:**

To join this workshop, go to Zoom at [GFO-22-611 Pre-Application Workshop](https://energy.zoom.us/j/84179541653?pwd=ejRXMDVxcTAza1NUeFRhdkxaRTFqUT09.). You may also access the workshop by going to the [Zoom webpage](https://gcc02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fzoom.us%2Fjoin&data=05%7C01%7C%7Cc8f0904301ab473a748808db2aedf47e%7Cac3a124413f44ef68d1bbaa27148194e%7C0%7C0%7C638150973715209225%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=T0ycyKy1KbXIWQteyvchN6d1y2wxyIrafDSXzDyGlGI%3D&reserved=0) at https://zoom.us/join and enter the unique meeting ID and password below:

**Meeting ID:** 841 7954 1653

**Meeting Password**: 4345565

**Topic:** GFO-22-611 Pre-Application Workshop – FAST – Fast and Available Charging for All Californians

**Telephone Access Only:**

Call (888) 853-5257 or (888) 475-4499 (toll free). When prompted, enter the unique meeting ID number above. To comment over the telephone, dial \*9 to “raise your hand” and \*6 to mute/unmute your phone line.

**Access by Mobile Device:**

Download the application from the Zoom Download Center, https://energy.zoom.us/download

**Technical Support:**

For assistance with problems or questions about joining or attending the meeting, please call Zoom Technical Support at (888) 799-9666 ext. 2, or you may contact the CEC’s Public Advisor’s Office at publicadvisor@energy.ca.gov, or (800) 822-6228.

## Questions

Applicants may ask questions at the Pre-Application Workshop, and may submit written questions via e-mail to the CAO listed in Part I of this solicitation. However, all technical questions must be received by the deadline listed in the “Key Activities and Dates” table above. Questions received after the deadline may be answered at the CEC's discretion. Non-technical questions (e.g., questions concerning application format requirements or attachment instructions) may be submitted to the CAO at any time prior to 5:00 p.m. of the application deadline date.

The question and answer will be posted on the [CEC’s solicitation information website](http://www.energy.ca.gov/contracts/index.html) at www.energy.ca.gov/funding-opportunities/solicitations.

Any verbal communication with a CEC employee concerning this solicitation is not binding on the State and shall in no way alter a specification, term, or condition of the solicitation. All communication must be directed in writing to the CAO assigned to the solicitation.

## Contact Information

Phil Dyer, Commission Agreement Officer

California Energy Commission

715 P Street, MS-1

Sacramento, California 95814

Tel: (916) 891-8474

Email: Phil.Dyer@energy.ca.gov

## Reference Documents

Applicants responding to this solicitation may want to familiarize themselves with the following documents:

1. 2022-2023 Investment Plan Update for the Clean Transportation Program (CEC-600-2021-008) <https://www.energy.ca.gov/publications/2022/2022-2023-investment-plan-update-clean-transportation-program-0>
2. Assembly Bill 2127 Electric Vehicle Charging Infrastructure Assessment (CEC-600-2021-001) <https://www.energy.ca.gov/programs-and-topics/programs/electric-vehicle-charging-infrastructure-assessment-ab-2127>
3. Charging Forward: Deploying Electric Vehicle Infrastructure for Uber and Lyft in California (UCD-18-20) <https://escholarship.org/uc/item/6vk0h1mj>
4. Energy Commission Agreement Management System (ECAMS)<https://www.energy.ca.gov/funding-opportunities/funding-resources/ecams-resources>
5. California Air Resources Board California Climate Investments Priority Populations 2022 CES 4.0 map (<https://webmaps.arb.ca.gov/PriorityPopulations/>)

# II. Eligibility Requirements

## Applicant Requirements

1. **Eligibility**

This solicitation is open to all public and private entities with a business presence in California. Applicants are encouraged to partner with local city or county government authorities, nonprofit entities, community-based organizations, environmental organizations, local workforce development agencies, building developers, technology vendors, and utilities throughout the application process.

1. **Terms and Conditions**

Each grant agreement resulting from this solicitation will include terms and conditions that set forth the grant recipient’s rights and responsibilities. By providing the authorizations and certifications required under this solicitation, each Applicant agrees to enter into an agreement, if awarded, with the CEC to conduct the proposed project according to the terms and conditions that correspond to its organization, without negotiation: (1) University of California and State of California terms and conditions; (2) U.S. Department of Energy terms and conditions; or (3) standard terms and conditions. The standard terms and conditions are located at CEC's funding resources website at <https://www.energy.ca.gov/funding-opportunities/funding-resources>.

Failure to agree to the terms and conditions by taking actions such as failing to provide the required authorizations and certifications or indicating that acceptance is based on modification of the terms may result in rejection of the application. Applicants must read the terms and conditions carefully. CEC reserves the right to modify the terms and conditions prior to executing grant agreements.

1. **California Secretary of State Registration**

All corporations, limited liability companies (LLCs), limited partnerships (LPs) and limited liability partnerships (LLPs) that conduct intrastate business in California are required to be registered and in good standing with the California Secretary of State prior to its project being recommended for approval at a CEC Business Meeting. If not currently registered with the California Secretary of State, Applicants are encouraged to contact the Secretary of State’s Office as soon as possible to avoid potential delays in beginning the proposed project(s) (should the application be proposed for funding). For more information, contact the Secretary of State’s Office via the Secretary of State’s Office website at [www.sos.ca.gov](http://www.sos.ca.gov). Sole proprietors using a fictitious business name must be registered with the appropriate county and provide evidence of registration to CEC prior to their project being recommended for approval at a CEC Business Meeting.

## Project Requirements

1. **Eligible Projects**

Eligible projects will provide EV charging infrastructure to support charging for on-demand transportation services, car sharing enterprises, or car rental agencies, and the public. Eligible projects must demonstrate participation of or written support from on-demand transportation service companies, car sharing enterprises, or car rental agencies. Examples of on-demand transportation services include [[Transportation Network Companies](https://www.cpuc.ca.gov/regulatory-services/licensing/transportation-licensing-and-analysis-branch/transportation-network-companies) (TNCs)](https://www.cpuc.ca.gov/regulatory-services/licensing/transportation-licensing-and-analysis-branch/transportation-network-companies) and [Charter-Party Carriers](https://www.cpuc.ca.gov/regulatory-services/licensing/transportation-licensing-and-analysis-branch/charter-party-carriers) (TCPs), as defined by the California Public Utilities Commission; taxi fleets; and food delivery services.

Eligible projects must be open to the public. Projects may not restrict public use of installed chargers.

Examples of projects that may qualify include, but are not limited to, any combinations of the following:

* **Charging plazas at airports:** Charging infrastructure deployed in public waiting lots to allow for charging while drivers are in between service or for charging rental car fleets.

* **Charging plazas in dense urban areas:** Charging infrastructure to support drivers in areas of high utilization. These areas include downtown areas, high density housing, commercial developments, and transit hubs.

* **Charging support along service routes:** Charging infrastructure to support well documented transportation service routes. The routes can serve as charging corridors for drivers who commute across counties to work in more active areas.
* **Chargers to expand routes and economic opportunity:** Chargers to support routes that connect airports to downtown centers or popular destination centers and routes that increase a driver’s economic opportunity by expanding the service area (e.g. destinations outside of downtown areas such as rural cities or businesses).

* **Strategic charger siting:** Charging infrastructure that is deployed in areas with limited land use availability where a charging plaza is not feasible. This includes small scale charger installations in strategic areas that support driver travel patterns, areas that can benefit from interfacing with microgrids, siting that complements public charging, and sites that provide amenities for drivers between service calls.

All deployments must be at existing structures or facilities and involve negligible or no expansion of existing or former use.

Note: The likelihood that CEC can complete a timely CEQA review may be increased if the project limits deployments to a single site type with deployment details known in advance (for example, all customer deployments will be using existing chargers at existing fleet lots).

1. **Project Location Requirements**

Each application must choose one of the three identified regions listed in Table 1. An Applicant may submit up to two applications within each separate region.

**Table 1: Geographic Regions**

|  |  |  |
| --- | --- | --- |
|   | **General Region Description**  | **Selected Counties**  |
| 1  | Northern California  | Alameda, Alpine, Butte, Contra Costa, Del Norte, El Dorado, Glenn, Humboldt, Lake, Lassen, Marin, Mendocino, Modoc, Mono, Monterey, Napa, Nevada, Placer, Plumas, San Francisco, San Luis Obispo, San Mateo, Santa Clara, Santa Cruz, Shasta, Sierra, Siskiyou, Solano, Sonoma, Sutter, Tehama, Trinity, Yolo, and Yuba  |
| 2  | Central Valley  | Amador, Calaveras, Colusa, Fresno, Inyo, Kern, Kings, Madera, Mariposa, Merced, Sacramento, San Benito, San Joaquin, Stanislaus, Tulare, and Tuolumne.  |
| 3  | Southern California  | Imperial, Los Angeles, Orange, Riverside, San Bernardino, San Diego, Santa Barbara, and Ventura.  |

Applicants are encouraged to deploy projects at brownfield sites. Brownfields are defined as real property that is underutilized or not being redeveloped due to existing or perceived contamination. Applicants are also encouraged to select sites that are exempt from full CEQA review.

1. **EV Charging Station Accessibility and Availability**

Charging stations must be publicly available. Charging stations should be capable of accommodating the requirements and schedules of on-demand transportation service drivers, including sufficient hours of operation. Reservation systems may be used, but must be made equally available to members of the public as to gig or commercial drivers.

Charging stations shall be publicly accessible and accommodate safety requirements of EV drivers. The following requirements apply:

* Chargers must be publicly available and accessible at least 18 hours per day.
* Charging locations and parking areas must be well-lit. The charger user must be able to easily read any instructions on the charger and the area around the vehicle must have adequate lighting to allow the driver to safely walk from the charger to the charging port on the vehicle.
* Sites must incorporate signage as required by any applicable laws, ordinances, regulations, and standards.

All successful Applicants must comply with all applicable laws, ordinances, regulations, and standards; all federal, state, and local electrical and building codes for construction; and all Americans with Disability Act (ADA) codes. For more information on ADA compliance, please reference: <https://businessportal.ca.gov/wp-content/uploads/2019/07/GoBIZ-EVCharging-Guidebook.pdf> (pg.31).

1. **Serving Underserved Communities**

A minimum of 50 percent of a project’s EV chargers must be installed within disadvantaged communities and/or low-income communities. Disadvantaged communities are communities disproportionately burdened by multiple sources of pollution and with population characteristics that make them more sensitive to pollution.

Disadvantaged communities are designated by the California Environmental Protection Agency per Senate Bill 535. Low-income communities are defined per Assembly Bill 1550 (Gomez, Chapter 369, Statutes of 2016) as census tracts with median household incomes at or below 80 percent of the statewide median income or with median household incomes at or below the threshold designated as low income by the Department of Housing and Community Development’s list of state income limits adopted under California Health and Safety Code Section 50093.

Applicants should use the California Air Resources Board [California Climate Investments Priority Populations 2022 CES 4.0 map](https://webmaps.arb.ca.gov/PriorityPopulations/) (<https://webmaps.arb.ca.gov/PriorityPopulations/>) to identify disadvantaged communities and/or low-income communities.

1. **Charging Equipment**

Level 1 and Level 2 chargers are not eligible for funding. Each site must include a minimum of four 150 kW Combined Charging System (CCS) connectors. Half of all connectors installed for a project must be CCS connectors. The charging sites may also use an additional mix of connectors, chargers, and technology systems that are required to service vehicles including, but not limited to:

* CCS
* CHAdeMO (CHArge de MOve)
* Tesla chargers
* Mobile chargers
* Battery swapping systems

Direct current fast chargers must:

* Be capable of at least a simultaneous 150 kW guaranteed power output at each active connector.
* Be networked, meeting the following criteria:
	+ Equipment must be networked via Wi-Fi, ethernet or cellular connection (4G and above).
	+ Equipment must connect to a back-end network and be capable of “over-the-air” updates.
	+ Equipment must be capable of utilization data collection.
	+ Equipment must include a minimum five-year networking agreement, eligible toward total approved costs.
* Use an implementation of the [Open Charge Point Protocol (OCPP)](https://calevip.org/ocpp-certification-process) version 1.6 or later.
* Not require a subscription or membership to dispense energy.
* Be certified by a Nationally Recognized Testing Laboratory Program (NRTL) to either UL 2202 or UL 9741.
* For any chargers installed after**July 1, 2023**, chargers must also be:
* ENERGY STAR certified.
* Certified by Open Charge Alliance (OCA) for OCPP 1.6 or later.
	+ At minimum, both a subset certificate and a security certificate will be required.
* ISO-15118 “Hardware Ready” via self-attestation to the CEC, which includes support for the following:
	+ Powerline carrier (PLC) based high-level communication as specified in ISO 15118-3.
	+ Secure management and storage of keys and certificates.
	+ Transport Layer Security (TLS) version 1.2; additional support for TLS 1.3 or subsequent versions recommended to prepare for future updates to the ISO 15118 standard.
	+ Remotely receiving updates to activate or enable ISO 15118 use cases.
	+ Connecting to a back-end network.

* Projects must include deployment of chargers or charging systems. Projects may include deployment of renewable distributed energy resources (DERs) or energy storage systems for supplying power to chargers or charging systems provided the Applicant demonstrates that the DER is a component of the system necessary to address their charging requirements. Non-renewable DERs ARE NOT eligible for reimbursement under this solicitation.
1. **Electric Vehicle Infrastructure Training Program (EVITP)**

AB 841 (Ting, 2020) added Public Utilities Code (PUC) section 740.20, which requires Electric Vehicle Infrastructure Training Program (EVITP) certification to install EV charging infrastructure and equipment for work performed on or after January 1, 2022, subject to certain exceptions.

Therefore, applying PUC 740.20 EVITP requirements to this solicitation means that all EV charging infrastructure and equipment located on the customer side of the electrical meter shall be installed by a contractor with the appropriate license classification, as determined by the Contractors’ State License Board, and at least one electrician on each crew, at any given time, who holds an EVITP certification. Projects that include installation of a charging port supplying 25 kilowatts or more to a vehicle must have at least 25 percent of the total electricians working on the crew for the project, at any given time, who hold EVITP certification. One member of each crew may be both the contractor and an EVITP certified electrician. The requirements stated in this paragraph do not apply to any of the following:

1. EV charging infrastructure installed by employees of an electrical corporation or local publicly owned electric utility.

2. EV charging infrastructure funded by moneys derived from credits generated from the Low Carbon Fuel Standard Program (Subarticle 7 (commencing with Section 95480) of Article 4 of Subchapter 10 of Chapter 1 of Division 3 of Title 17 of the California Code of Regulations).

3. Single-family home residential EV chargers that can use an existing 208/240-volt outlet.

1. **Requirements for Charging Equipment Installed After January 1, 2024.**

In addition to the other requirements set forth in this application manual and the law, EV chargers and charging stations installed on or after January 1, 2024 must comply with recordkeeping and reporting standards which CEC is currently in the process of developing. As background, [AB 2061](https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202120220AB2061) (Ting, 2022) and Cal. Pub. Resources Code sect. 25231.5 require the CEC, in consultation with the CPUC, to develop recordkeeping and reporting standards for EV chargers and charging stations. CEC is working to develop regulations in compliance with AB 2061. Other requirements, including but not limited to uptime and operation and reliability requirements, may also be adopted by regulation. Once these regulations are finalized, chargers which are installed on or after January 1, 2024, including chargers installed under agreements resulting from this solicitation, will need to comply with the new regulations. Applicants to this solicitation must be prepared to comply with any new or updated regulations, even if the regulations are not in existence at the time of application to this solicitation.

1. **Operation and Reliability**

The Recipient will be required to meet operations and reliability standards as specified in the Scope of Work (Attachment 2).

The Recipient will be responsible for payment of all operating costs, including but not limited to payment of leases, rents, royalties, licenses, fees, taxes, revenue sharing, utilities, and electric power supply for the charging equipment and supporting elements, such as area lighting.

The Recipient will be responsible for ensuring the maintenance of the charging station pedestals, and all ancillary equipment, including but not limited to any awnings, canopies, shelters and information display kiosks or signage associated with the charging station. “Maintain,” as used in this solicitation means “to provide all needed repairs or desired and approved alteration, as well as to clean the equipment and keep it safe, clean, and presentable.”

The CEC may reimburse for maintenance of the equipment during the term of the agreement if maintenance is in the executed agreement budget. Eligible maintenance costs must meet the following general requirements. In some instances, whether costs meet these general requirements will be determined by the CEC in its sole discretion, on a case-by-case basis.

* Costs must be documentable and measurable.
* Costs must be non-duplicative of other reimbursed or match share costs.
* Costs must be reasonable and allocable to the eligible charging stations.
1. **Payment Options**

All installations must comply with any applicable local, state, or federal requirements for payments, including applicable regulations by the California Air Resources Board and Division of Measurement Standards.

Charging equipment must be capable of supporting multiple point-of-sale methods, such as pay-per-use and subscription methods, including the ability to accept a credit or debit card without incurring any additional fees. Applicants may offer additional payment mechanisms, such as ISO 15118 Plug-and-Charge, a device which accepts RFID or Smart cards, or payment through mobile apps. The point-of-sale and supporting network must be compliant with OCPP 1.6 or later to allow subscribers of other EV charging system networks to access the charging station.

1. **Construction and Installation Completion Date**

The CEC encourages Applicants to complete installation of the charging stations within eighteen months after the agreement’s execution date.

1. **Data Collection**

The Recipient will be required to collect, analyze, and report data as specified in the Scope of Work (Attachment 2).

1. **Eligible Costs**

Costs incurred for the following are eligible for CEC reimbursement or as the Applicant’s match share:

* EVSE
* Applicant’s cost-share of utility installation:
	+ Transformers
	+ Electric panels
	+ Conduit
	+ Wiring
	+ Meters
* Renewable distributed energy resources or energy storage equipment/systems capable of providing independent or supplemental power to the EV charging ports (separately metered for electric charging)
* Installation costs
* Planning and engineering design costs
* Stub-outs (i.e. exposed conduit for connection of future charging infrastructure)
* Demand management equipment
* Equipment warranties for during the term of the agreement
* Maintenance, or maintenance agreement

The following project types **ARE NOT** eligible for funding under this solicitation:

* Paper studies or research projects (e.g., a study which assesses the cost and feasibility of EV charging station installations along certain regions/corridors).
* Surveys to determine interest in the installation of EV charging stations in a particular region/corridor.
* Proposals for any type of vehicle demonstration or demonstrations of existing technologies for public outreach/education.

Expenditures other than for site design, installation, labor, site preparation, upgrade for utility connections, signage, maintenance and equipment necessary to implement and operate the proposed charging station **ARE NOT** eligible for reimbursement under this solicitation and any resultant Agreement(s).

Examples of ***non-eligible expenditures*** include, but are not limited to:

* Cost of electricity used to supply vehicles with a charge.
* Costs to demonstrate alternative-fuel vehicles.
* Paper studies (e.g., feasibility studies), surveys, or research projects.
* Vehicle purchases.
* Level 1 and Level 2 chargers.
* Nonrenewable DER.

The following are not eligible for CEC reimbursement but may be included as an Applicant’s match share:

* + - Processes to comply with otherwise applicable legal requirements (e.g., permits from the local authority having jurisdiction (AHJ) and compliance with the Americans with Disabilities Act (ADA))

## Match Funding Requirements

1. **Total Match Share Requirement**

Applications must include a minimum 50 percent of the total project cost as match share.

“Match funding” or “match share” means cash or in-kind (non-cash) contributions provided by the Applicant/grant recipient, subrecipients, or other parties that will be used in performance of the proposed project.Match share percentage is calculated by dividing the total match share contributions by the total allowable project cost. *“*Total allowable project cost” is the sum of the CEC’s reimbursable share and Recipient’s match share of the project costs. Match share expenditures have the following requirements:

1. At a minimum, total match share must conform to the “Cash Match Share Requirement” contained in this solicitation.
2. All match share expenditures must conform to the terms and conditions of this solicitation and the resulting grant agreement (see Attachment 10).
3. Applicants must disclose the source and provide verification and documentation for the match share funding committed to the project. (For any match share committed by a third party (i.e., other than match share committed by the Applicant), Applicants are encouraged to submit a letter from each match share partner identifying the source(s) and availability of match funding.)
4. During the term of the agreement, grant recipients will be required to document and verify all match share expenditures through invoices submitted to CEC.
5. Match share funding may be in the form of cash or in-kind contributions such as donated labor hours, equipment, facilities, and other property.
6. Equipment, facilities, and property may count as match funds as long as the value of the contribution is based on documented market values or book values, prorated for its use in the project, and depreciated or amortized over the term of the project using generally accepted accounting principles (GAAP).
7. Match share expenditures (cash and/or in-kind) must be documented, reasonable, allowable, and allocable to the project as determined by CEC.
8. Match share expenditures are allowable under an agreement only if they are incurred after CEC notifies the Applicant that its project has been proposed for an award through the release of a Notice of Proposed Awards (NOPA). Match expenditures incurred after the release of the NOPA but prior to the execution of an agreement are made at the Applicant’s own risk. CEC is not liable for Applicant’s match share costs if the agreement is not executed, if execution is delayed, or if the match share expenditure is not allowable under the terms and conditions of the grant agreement or this solicitation. Please note that all non-match expenditures incurred prior to agreement execution are not reimbursable from CEC funds.
9. **Cash Match Share Requirement**

Applications must include a minimum ***cash*** contribution equal to ***at least 50 percent*** of the minimum match requirement.

For example, an Applicant proposes a project with $1,000,000 in total project costs and requests $500,000 in CEC funding (50 percent) and contributes $500,000 in match funding (50 percent). This project will need to dedicate at least $250,000 in cash match contributions.

Cash match means the net of any funds actually expended by the Applicant for the project. Net means after any sort of discount or rebate is applied. Expenditures for Applicant’s compensated labor hours, including allowable fringe benefit and overhead rates, travel, materials, supplies, equipment, subrecipient costs, and other miscellaneous expenditures may be claimed as cash match if the expenditures are included in the approved agreement budget, paid in full with funding sources other than grant funds, and supported with appropriate documentation, including proof of payment. For indirect overhead, backup documentation, such as a cost allocation plan based on actual expenditures incurred and paid, is required. Cost allocations must be reasonable and allocable to the proposed project.

1. **In-Kind Match Share**

The balance of the total match share requirement beyond the cash match share requirement (if any) may be met through in-kind match share contributions.

In-kind match share contributions are: 1) non-cash contributions provided by the Applicant; 2) cash or non-cash contributions provided by subrecipients; and 3) cash or non-cash contributions provided by other third parties. Applicant in-kind match share can be in the form of volunteer labor, real property, existing equipment, existing supplies, services provided by a third-party or subcontract, and other expendable property. The value of in-kind match is based on the fair market value of the goods and services provided at the time it is claimed as match. In-kind match share must be included in the approved agreement budget and supported with appropriate documentation. Cost allocations must be reasonable and allocable to the proposed project.

1. **Match Share Restrictions**
2. ***Other Sources of CEC Funding*** – Other sources of CEC funding may not be claimed as match share.
3. ***Property Not Owned by the Applicant*** – Donated property may be claimed as match based on the fair market value of renting or leasing the property. Fair market value is based on rental costs of comparable property (if any), market conditions in the area, alternatives available and the type, life expectancy, condition, and value of the property.
4. ***Existing Property Owned by the Grant Recipient*** – Applicants may use the property’s depreciation expense as a method to allocate the value of the property to the project. Valuation will need to be documented to support the initial acquisition costs as well as the method of depreciation.
5. ***Valuation of Land*** –Land cannot be depreciated. If the value of land is claimed as match, the Applicant must provide documentation to support a fair market value for the use of the land (i.e., rent or lease cost) for the time period it is used. Appraised value of land cannot be used since this represents the full value of the land if it is sold which includes value beyond the term of the proposed project.
6. ***Property Owned by a Related Party*** –Related parties are individuals or other entities that are able to control or substantially influence the actions of the Applicant and includes spouses, board members, family members of principals or employees of the Applicant as well as property owned by principals/employees of the Applicant. Because an agreement between related parties is a “less than arms-length” transaction, when claiming property owned by a related party as match, the Applicant must disclose to CEC the relationship between the Applicant and the related party and be able to support the fair market value of property that is claimed as match.

If CEC funds are used to reimburse lease/rental payments for property owned by a related party, the Applicant can only claim the ***lesser*** of fair market value or actual lease payments, regardless of lease agreement terms.

1. ***Prorated Value of Property*** – The allowable claimed value of property must be prorated based on the percentage the property is used for the proposed project. For example, if only half of a building is being used for the proposed project, then only 50 percent of the monthly fair market value of the entire building can be claimed as match while the building is being used for the project.
2. ***Documentation*** – If selected for an award, all claimed match share expenditures must be adequately documented to CEC during the agreement invoicing process which may include, but is not limited to: the fair market value of existing property, methodology to allocate existing property on a prorated basis, lease agreements, and other appropriate documentation.

## Unallowable Costs (Reimbursable or Match Share)

For an item of cost to be allowable for reimbursement with CEC funds or as a match share expenditure, it must be included in the executed agreement budget and allowable per the terms and conditions of the resulting agreement. The following are examples of unallowable costs under an agreement resulting from this solicitation. This list is not comprehensive and additional items of cost may be unallowable in accordance with the agreement terms and conditions.

1. ***Forgone Profit*** – For example, if a company usually charges 10 percent profit but only charges 4 percent to CEC the unclaimed difference is not an allowable item of cost.
2. ***Forgone Rent*** – For example, rent that is not paid is not an allowable item of cost.
3. ***Discounted or Refunded Equipment Costs*** – For example, a claim that equipment costs $10,000 but the grant recipient only pays $6,000 due to some “special” discount. The difference of $4,000 is not an allowable match share expense. Another example is if the grant recipient actually pays $10,000 but the vendor refunds $4,000 – only the net $6,000 is an allowable item of cost.
4. ***Forgone Salary, Fringe, Indirect or Other Types of Cost*** – For example, a person normally charges or is paid $100 per hour but will only charge $50 per hour towards the CEC award. Only actual costs incurred and paid to the employee are allowable. Therefore, if an employee is ***actually*** paid $100 per hour and CEC only reimburses at $40 per hour, then the unreimbursed $60 per hour is an allowable match share cost because this is an actual payment as opposed to a forgone salary amount. Volunteer labor (i.e., labor from a person who does not receive any compensation for their labor) may be an allowable in-kind match share expense if the value of the labor is reasonable and justified.
5. ***Utility provided electrical upgrades and funding*** – For example, expenses that are already or to be paid for through a utility program, tariff, or other ratepayer funding. This includes ratepayer funded enrollment incentives.

# III. Application Format, Required Documents, and Delivery

## Required Format for an Application

This section contains the format requirements and instructions on how to submit an application. The format is prescribed to assist the Applicant in meeting State requirements and to enable CEC to evaluate each application uniformly and fairly. Applicants must follow all application format instructions, answer all questions, and supply all requested information.

All applications submitted under this solicitation must be typed using a standard 11‑point font, single-spaced and a blank line between paragraphs. Pages must be numbered and sections titled.

## Method for Delivery

The method of delivery for this solicitation is the [CEC’s Grant Solicitation System](https://gss.energy.ca.gov/) (GSS), available at https://gss.energy.ca.gov/. This online tool allows Applicants to submit their electronic documents to CEC prior to the date and time specified in this solicitation. Electronic files must be in Microsoft Word (.doc format) and Excel Office Suite formats unless originally provided in the solicitation in another format. Completed Budget Forms, Attachment 5, must be in Excel Format.

The deadline to submit grant applications through the CEC’s GSS is **11:59 p.m**. The GSS system automatically closes at 11:59 p.m. If the full submittal process has not been completed before 11:59 p.m., your application will not be considered. NO EXCEPTIONS will be entertained.

The CEC strongly encourages Applicants to upload and submit all applications by 5:00 p.m. because CEC staff will not be available after 5:00 p.m. or on weekends to assist with the upload process. And please note that while we endeavor to assist all would-be Applicants, we can’t guarantee staff will be available for in-person consultation on the due date, so please plan accordingly.

Please give yourself ample time to complete all steps of the submission process: do not wait until right before the deadline to begin the process. Due to factors outside the CEC’s control and unrelated to the GSS system, upload times may be much longer than expected. For example, some past Applicants experienced unexpected issues on their end, causing long delays that prevented timely submission. They spent significant time and resources on applications the CEC will not consider. Please plan accordingly. For instructions on how to apply using the GSS system, please see the How to Apply document available on the CEC website at: [https://www.energy.ca.gov/media/1654](https://gcc02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.energy.ca.gov%2Fmedia%2F1654&data=04%7C01%7C%7C817e9b823203445df9fb08d99e6003f0%7Cac3a124413f44ef68d1bbaa27148194e%7C0%7C0%7C637714957481962127%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=0kp4Rrki60lwhuOQrx%2F%2BM7B48HdUhQtmDQX1dGbf6Rc%3D&reserved=0).

First time users must register as a new user to access the system. Applicants will receive a confirmation email after all required documents have been successfully uploaded. A tutorial of the system will be provided at the pre-application workshops and you may contact the CAO identified in the Questions section of the solicitation for more assistance.

## Page Limitations

The number of pages for each application is limited to 20 pages. Application forms, resumes, scope of work, schedule of products and due dates, budget forms, contact list, letters of support/commitment, CEQA worksheet, and Localized Health Impacts Information forms do not count towards this page limitation.

## Application Content

All items listed below are required as part of the application package. Failure to provide any items may result in disqualification of the application. Attachment requirements are expanded and explained below in this section and in the attachments themselves. The items that have “N/A” in the “Attachment Number” column are required to be submitted as part of the application package, but do not have an associated attachment provided in this solicitation package.

|  |  |
| --- | --- |
| **Item** | **Attachment Number (if applicable)** |
| Application Form | Attachment 1 |
| Project Narrative | N/A |
| Scope of Work | Attachment 2 |
| Schedule of Products and Due Dates | Attachment 4 |
| Budget Forms | Attachment 5 |
| Contact List | Attachment 6 |
| Operations and Reliability | N/A |
| Letters of Support/Commitment  | N/A |
| Resumes | N/A |
| CEQA Worksheet | Attachment 7 |
| Localized Health Impacts Information Form | Attachment 8 |
| Past Performance Reference Form(s) | Attachment 9 |

1. **Application Form (Attachment 1)**

Applicants must include a completed Application Form.

All Applicants must authorize CEC to make any inquiries necessary to verify the information presented in the application. Further, all Applicants must authorize CEC to obtain a credit report on the Applicant’s organization.

All Applicants must certify under penalty of perjury under the laws of the State of California that:

* The application does not contain any confidential information.
* All information in the application is correct and complete to the best of the Applicant’s knowledge.
* The Applicant has read and understands the terms and conditions and will accept them without negotiation if awarded.
* The Applicant has received any required licenses (such as copyrights or trademarks) applicable to the submitted application.
* The person electronically submitting the application through the Grant Solicitation System is an authorized representative of the Applicant.

Checking the “I Agree” box and clicking the “I Agree & Submit” button in the Grant Solicitation System provides the required authorizations and certifications.

The CEC **may** have waived the requirement for a signature on application materials for this solicitation. If a notice regarding the CEC’s waiver of the signature requirement appears onon the CEC’s solicitation information website: https://www.energy.ca.gov/funding-opportunities/solicitations, the waiver applies to this solicitation. In the event of a conflict between the notice and any language in this solicitation regarding signatures, the notice will govern.

Even if the requirement for signatures has been waived, applicants are still expected to adhere to the requirements of this solicitation as if they had signed.

1. **Project Narrative**

The Project Narrative must include a table of contents (which will not count towards the page limitations, if any) and a detailed description of the proposed project, its operational goals and objectives, and an explanation of how these will be implemented through the tasks described in the Scope of Work.

Applicants must address each of the scoring criteria described in this solicitation by providing sufficient, unambiguous detail so that the evaluation team will be able to evaluate the application against each scoring criterion. The Project Description will not be scored but will help the scoring team understand the goals of the project.

The Project Narrative has a 20-page limit.

Project Narratives must respond directly to each criterion with the headings as titled below, and must include the following information:

1. **Project Description**

Clearly and concisely describe the project and include project goals and objectives. State the proposed number and capacity of chargers to be installed and the proposed number and type of sites.

1. **Market Viability**
	1. Describe how the project demonstrates a replicable and scalable model to provide charging to on-demand transportation services, car sharing enterprises, or car rental agencies that facilitates and accelerates the electrification of those services.
	2. Describe how the project supports an existing business model or demonstrates and tests a new business model. The Applicant should include a detailed description of the expected users (e.g., ride-hailing, taxi, food delivery, the public, etc.) and supporting documentation from on-demand transportation services, car sharing enterprises, or car rental agencies.
	3. Describe how increasing the availability of chargers will increase utilization of EVs and replace gasoline vehicle mileage for on-demand transportation services, car sharing enterprises, or car rental agencies.
	4. If applicable, describe how the project will decrease “deadhead” trips or trip mileage. Deadhead miles refer to miles driven by the driver, while in service, without a passenger or cargo.
	5. Describe expected demand for charging and how the project will support it, ensuring effective utilization to maximize the impact of CEC funding and to manage periods of high demand. Document methodology to estimate demand and all assumptions utilized.
	6. Provide estimated costs for charging.
	7. Describe how the chargers will provide economic benefits to drivers.
2. **Project Location**
	1. Provide a detailed description of the characteristics of the proposed charging station location(s) that make the location effective for achieving the purposes of the solicitation.
	2. Provide a clear, concise, and compelling justification for the characteristics of the specific location(s) chosen for the charging site(s). Applicants are encouraged to provide an aerial map (e.g., Google Maps – Satellite view) of each station location.
	3. Describe how the characteristics of the charger location(s) support driver travel patterns including the charging needs of the driver (e.g., support for lack of home charging, locations that support charging during downtime, or charging support for drivers traveling from out of the region).
	4. Provide a detailed description of site accessibility, how friendly it is to drivers and other customers, ease of use, and benefits to the neighborhood, and measures to mitigate and minimize disturbances to neighbors including local businesses.
	5. Describe how characteristics of the proposed location(s) and types of chargers will integrate with California’s network of existing and planned stations and alleviate charger congestion, and provide any benefits to other EV drivers.
	6. Describe other criteria used (if any) to select station sites including driver amenities and shelter from inclement weather.
	7. Identify whether any proposed sites will be undeveloped “greenfields” or are “brownfields” as defined by the US Environmental Protection Agency.
3. **Project Implementation**
	1. Describe the Applicant’s method and schedule to ensure the station(s) are installed and operational in an expeditious, effective, and efficient manner.
	2. Describe the proposed type(s) of direct current fast chargers at each site location and any future-proofing of the site for additional chargers or higher charging rates.
	3. Provide a clear and succinct description of the proposed project’s ability to meet current and future planned driver needs, effectively serve consumers, reliably meet the needs of near-term vehicle deployment, and support increased EV adoption.
	4. Describe how the Applicant will maximize utilization, providing supporting data and information. Applicants may use data such as surveys, existing charger utilization, travel analysis or coordination with transportation entities.
	5. Describe how the proposed project will work with local regional agencies that have prepared applicable regional readiness plans for EVs.
	6. Document strategies for outreach and education to inform existing and potential drivers of charging opportunities and benefits of driving EVs.
	7. Describe how the project implements any reservation systems to ensure access by the public while increasing utilization and queueing efficiency.
	8. Provide a plan for installing appropriate signage, including:
		* + Wayfinding signage that identifies the route to the stations.
			+ Signage that clearly identifies the charging site location to an approaching driver from any point of ingress.
			+ Signage that identifies that parking is for EVs only.
			+ Signage that states non-EVs may be towed.
			+ Signage required for EV driver accessibility.
	9. Describe how the project will adequately address safety and liability issues.
	10. Describe how the chargers will have continued operations beyond the CEC agreement term.
4. **Benefits to Disadvantaged/Low-income Communities**
	1. Describe how the project will increase access to charging and EVs for disadvantaged or low-income communities.
	2. Describe the role the chargers will have on maximizing the percentage of vehicle miles traveled (VMT) that are electric VMT for both drivers and residents of disadvantaged or low-income communities and reduce “deadhead” trips or trip mileage for drivers living in disadvantaged or low-income communities.
	3. Describe the potential of the installations to expand investments in the disadvantaged or low-income communities.
	4. Describe and demonstrate how the project provides other benefits to disadvantaged or low-income communities.
	5. Describe and demonstrate how the project supports drivers from disadvantaged or low-income communities.
5. **Project Readiness**
	1. Describe to what extent site control or access rights have been secured or describe how site control or access rights will be secured along with the associated timeline. Site control and access rights should be documented, to the extent possible, through letters of intent/commitment, memorandums of understanding, site host agreements or other appropriate documentation.
	2. List permits required for the project and expected permitting timelines.
	3. Describe the status and approach for procurement of equipment and materials to avoid supply-chain delays.
	4. State the steps taken to determine utility connection readiness and minimize time for energization.
	5. List key financial and contractual relationships needed to complete the project. Key relationships should be further documented through letters of support or commitment.
6. **Team Qualifications and Experience**
	1. Describe the proposed project team and how the team is qualified and has the experience and expertise to implement the proposed project.
	2. Demonstrate (through past examples or otherwise) the team’s ability to perform large and/or complex projects and how they have met deadlines and milestones for those projects.
	3. Describe the team’s skills and abilities that demonstrate the ability to control costs.
	4. If Applicant has received an award(s) from a prior CEC solicitation(s), Applicant must describe how the requirements of the agreement(s) have been successfully fulfilled or are being successfully fulfilled.
7. **Project Budget**
	1. Describe how the proposed budget is cost-effective and minimizes costs per charger or per kW of capacity.
	2. Describe the need for CEC funding, including an explanation of why the proposed work is not adequately supported by the private sector.
	3. Describe how the project costs are reasonable, match is committed and adequate to support the project, and the Applicant has minimized costs including administrative and overhead costs, and maximized cost-effective equipment and installations.
8. **Environmental and Economic Benefits**
	1. Describe how the proposed project will provide current and future environmental and economic benefits to the local community (especially disadvantaged communities) and surrounding communities, and any potential quantifiable results.
	2. Describe how the project will result in reducing criteria air pollutants and toxic air contaminants (especially within disadvantaged communities).
	3. Provide information to allow the CEC to evaluate a benefit cost score in terms of greenhouse gas (GHG) reductions per CEC dollar.
9. **Innovation and Sustainability**
	1. Describe any innovations or advanced features related to equipment or innovative utilization features that will optimize the charging experience for the drivers and customers. Optimized experience may include, but is not limited to, operations for enhanced customer experience, providing innovative business models or technologies, and methods to reduce operations and maintenance costs.
	2. Describe how the project will mitigate potential negative impacts of EV charging to the electric grid. Such mitigation may include, but is not limited to: smart charging (dynamic charging that lowers power output during peak demand), onsite battery storage, time-of-use rates, automatic load management systems (ALMS), and site selection that focuses on low grid impact and existing utility infrastructure sufficient to support direct current fast charging.
	3. Demonstrate how the project will minimize the cost of charging to drivers.
10. **Scope of Work (Attachment 2)**

Applicants must include a completed Scope of Work utilizing the template contained in Attachment 2. Instructions for completing the Scope of Work as well as a sample are included in Attachment 3. The description of activities proposed in the Project Narrative must conform to the tasks described in the Scope of Work. Electronic files for the Scope of Work must be in MS Word.

Applicants must present a comprehensive and credible Scope of Work which includes (presented in a logical manner) comprehensive and sequential tasks, products resulting from the individual tasks, and how the tasks are related to or are dependent on each other.

1. **Schedule of Products and Due Dates (Attachment 4)**

Applicants must include a completed Schedule of Products and Due Dates. All work must be scheduled for completion by no later than **March 30, 2026**, to allow timely processing of final invoices before the liquidation date of the CEC funds. Instructions for the Schedule of Products and Due Dates are included in Attachment 4. The Schedule of Products and Due Dates must be in MS Excel.

1. **Budget Forms (Attachment 5)**
2. The Applicant must submit information on ***all*** tabs of the budget forms. The salaries, rates, and other costs entered must reflect the salaries, rates, and other costs the Applicant would include if selected as a grant recipient. A separate set of complete budget forms is required for the Applicant and for each subaward containing $100,000 or more of CEC funds.
3. Detailed instructions for completing these forms are included at the beginning of Attachment 5.
4. Rates and job descriptions shown must reflect rates and job descriptions charged under an agreement resulting from this solicitation. The salaries, rates, and other costs entered on these forms become a part of the final agreement. The entire term of the agreement and projected rate increases must be considered when preparing the budget. Unless a federally approved indirect rate is used, indirect rates proposed are considered capped and shall not change during the term of the agreement. The grant recipient shall only be reimbursed for their ***actual*** rates up to the indirect rate cap. A description of available indirect rate options is available on the ECAMS Resources webpage under [Budget Category Guidance](https://www.energy.ca.gov/funding-opportunities/funding-resources/ecams-resources/budget-category-guidance?auHash=cEItgat6JNbO9BFGeVqe4E5T6koCOgTaqliFX6bmwtg) for indirect rates. Unlike indirect rates, the rates for Direct Labor and Fringe Benefits are treated as estimates; a grant recipient can invoice at higher rates as long as it is only invoicing for ***actual*** expenditures it has made. The hourly or monthly rates provided shall be unloaded (before fringe benefits or indirect costs).
5. The information provided in these forms will ***not*** be kept confidential.
6. All reimbursable expenditures must be expended within the approved term of the grant agreement. Expenditures may be counted as match share only after CEC notifies the Applicant that its project has been proposed for an award through the release of a Notice of Proposed Awards (NOPA). However, match expenditures incurred after release of the NOPA but prior to the execution of a grant agreement are made solely at the Applicant’s own risk.
7. Applicants must budget for the expenses of a Kick-off Meeting, at least one (1) Critical Project Review meeting, and a Final meeting. Meetings may be conducted at the CEC or by conference call, as determined by the CAM.
8. Applicants must budget for permits, insurance, etc. CEC will not reimburse expenditures for permitting or insurance. However, these expenditures can be included as match share expenditure.
9. Applicants must budget for the preparation and submission of quarterly progress reports during the term of the agreement, and a Final Report. Instructions for preparing the Final Report will be provided to Applicants that are proposed for funding.
10. The purchase of equipment (defined as items with a unit cost greater than $5,000 and a useful life of greater than one year) with CEC funds will require disposition of purchased equipment at the end of the project. Typically, grant recipients may continue to utilize equipment purchased with CEC funds as long as the use is consistent with the intent of the original agreement. ***There are no disposition requirements for equipment purchased with match share funding.***
11. The Budget must reflect estimates for ***actual*** costs to be incurred during the approved term of the agreement. CEC can only approve and reimburse for actual costs that are properly documented in accordance with the grant agreement terms and conditions.
12. Applicants shall ***NOT*** budget for, and ***CANNOT*** be reimbursed for, more than their actual allowable expenses (i.e., the budget cannot include profit, fees, or markups) under the agreement. Subrecipients (all tiers) are allowed to include up to a maximum total of 10 percent profit, fees, or mark-ups on their own actual allowable expenses less any expenses budgeted to sub-subrecipients (i.e., profit, fees and markups are not allowed on lower tier subrecipient expenses). For example, if a subrecipient has $100,000 in actual allowable costs but has budgeted $20,000 to a sub-subrecipient, then the subrecipient can only include up to 10 percent profit on $80,000 ($100,000 minus $20,000). See terms and conditions for additional restrictions and requirements.
13. ***IMPORTANT - Payment of Prevailing Wage:*** Applicants must read and pay particular attention to the terms and conditions section related to Public Works and payment of Prevailing Wages. Prevailing wage rates can be significantly higher than non-prevailing wage rates. Failure to pay legally required prevailing wage rates can result in substantial damages and financial penalties, termination of the grant agreement, disruption of projects, and other complications.
14. **Resumes**

Applicants must include resumes for key personnel identified in the proposal. “Key personnel” are individuals that are critical to the project due to their experience, knowledge, and/or capabilities. Resumes are limited to a maximum of 2 pages each.

1. **Contact List (Attachment 6)**

Applicants must include a completed Contact List by including the appropriate points of contact for the Applicant. CEC will complete the CEC points of contact during agreement development.

1. **Operation and Reliability Plan**

Applicants must submit an Operation and Reliability Plan detailing operation and reliability of charging equipment for at least six years after the beginning of operation, to meet the Operation and Reliability requirements described in the Scope of Work (Attachment 2). The Plan should address, but is not limited to, preventive and corrective maintenance, recordkeeping, and reporting. The Plan should describe plans to maximize uptime, including availability of qualified technicians and replacement parts; remote monitoring, diagnostics, updates, and repairs; minimizing response time when an error is detected; proactive and ongoing efforts to ensure interoperability of chargers and vehicles; customer service, including processes for customers to report that a charger is not operational; and site host training, if applicable.

The Operation and Reliability Plan must address maintenance of the charging station pedestals, and all ancillary equipment, including but not limited to any awnings, canopies, shelters, and information display kiosks or signage associated with the charging station.

1. **Letters of Support/Commitment**

Applicants must include appropriate letters of support/commitment. Letters must include sufficient contact information so CEC is able to efficiently contact and verify the support or commitment. Letters must be limited to 2 pages each.

* 1. **Key Project Partners (if applicable):** Key project partners identified in the application must provide letters demonstrating their commitment or support to the proposed project and their ability to fulfill their identified roles.
	2. **Third-party Match Share Contributors (if applicable):** Any third-party match share contributors must identify the amount of match that will be committed to the project, the funding source(s), and state that the match share contributor will provide the identified match funding. Letters of commitment from third party match share contributors must contain a telephone number and email address to allow CEC to contact the match share partner to confirm their authority to commit matching funds to the proposed project.
	3. **Letters of Support (optional): Eligible projects must demonstrate participation of or written support from on-demand transportation service companies, car sharing enterprises, or car rental agencies.** Applicants are encouraged to submit letter(s) of support that substantiate the estimated demand and/or the potential benefits of the proposed project. Third-party letters of support can be provided by, but are not limited to: air districts, state or federal agencies, local safety officials, potential users of the proposed project, and any other relevant organizations.
1. **CEQA Worksheet (Attachment 7)**

Applicants must include a completed CEQA Worksheet. CEC requires this information to assist it in making its own determination under the California Environmental Quality Act (Public Resources Code Section §§ 21000 et seq).

Applicants must complete the detailed CEQA Worksheet and submit it with their application. This worksheet will help Applicants and CEC to determine CEQA compliance obligations by identifying which projects may require more extensive CEQA review. Failure to complete the worksheet may lead to disqualification of the application.

Applicants are encouraged to provide documentation of communication with the local lead agency, if one exists (e.g., a county or city). Documentation such as a completed notice of exemption, a letter from the local agency acknowledging its role in the CEQA process, or a permit application to the lead agency that is stamped as received. If no CEQA review would be required by the local lead agency, provide documentation (e.g. a letter or e-mail) from the local agency explaining why CEQA review is not needed.

10.a. **Additional Requirements**

* Time is of the essence. Funds available under this solicitation have encumbrance deadlines as early as June 30, 2024. This means that the CEC must approve proposed awards at a business meeting (usually held monthly) prior to June 30, 2024, in order to avoid expiration of the funds. Prior to approval and encumbrance, the CEC must comply with the California Environmental Quality Act (CEQA). To comply with CEQA, the CEC must have CEQA-related information from Applicants and sometimes other entities, such as local governments, in a timely manner. Unfortunately, even with this information, the CEC may not be able to complete its CEQA review prior to the encumbrance deadline for every project. For example, if a project requires an Environmental Impact Report, the process to complete it can take many months. For these reasons, it is critical that Applicants organize project proposals in a manner that minimizes the time required for the CEC to comply with CEQA and provide all CEQA-related information to the CEC in a timely manner such that the CEC is able to complete its review in time for it to meet its encumbrance deadline.
* Reservation of right to cancel proposed award. In addition to any other right reserved to it under this solicitation or that it otherwise has, if the CEC determines, in its sole and absolute discretion, that the CEQA review associated with a proposed project would not likely be completed prior to the encumbrance deadline referenced above, and that the CEC’s ability to meet its encumbrance deadline may thereby be jeopardized, the CEC may cancel a proposed award and award funds to the next highest scoring Applicant, regardless of the originally proposed Applicant’s diligence in submitting information and materials for CEQA review. Examples of situations that may arise related to CEQA review include but are not limited to:
* Example 1: If another state agency or local jurisdiction, such as a city or county, must take the role of lead agency under CEQA, the CEC’s review may be delayed while waiting for a determination from the lead agency.
* Example 2: If the proposed work is part of a larger project for which a detailed environmental analysis has been or will be prepared by another state agency or local jurisdiction, the CEC’s review may be delayed as a result of waiting for a supplemental or initial analysis, respectively, from the other agency.
* Example 3: If the nature of the proposed work is such that a project is not categorically or otherwise exempt from the requirements of CEQA, and an initial study or other detailed environmental analysis appears to be necessary, the CEC’s review, or the lead agency’s review, may take longer than the time available to encumber the funds. If an initial study or environmental impact report has already been completed by another state agency or a local jurisdiction, serving as the lead agency, the Applicant must ensure that such an analysis covers the work in the proposed project, or must obtain a revised analysis and determination from the lead agency reviewing the proposed project.
* Example 4: If the proposed project clearly falls under a statutory or categorical exemption, or is project for which another state agency or local jurisdiction has already adopted a CEQA finding that the project will cause no significant effect on the environment, the project will likely have greater success in attaining rapid completion of CEQA requirements.

The above examples are not exhaustive of instances in which the CEC may or may not be able to comply with CEQA within the encumbrance deadline and are only provided as further clarification for potential applicants. Please plan project proposals accordingly.

1. **Localized Health Impacts Information Form (Attachment 8)**

Applicants must complete and submit a Localized Health Impacts Information Form. CEC requires this information to assist in developing and publishing a localized health impact report.

1. **Past Performance Reference Form(s) (Attachment 9)**

Applicants must complete and submit a separate Past Performance Reference Form (Attachment 9) for each CEC agreement (e.g., contract, grant or loan) received by the Applicant in the last 10 years and the 5 most recent agreements with other public agencies within the past 10 years.

# IV. Evaluation Process and Criteria

## Application Evaluation

Applications will be evaluated and scored based on the responses to the information requested in this solicitation and on any other information available such as past performance of CEC agreements.[[1]](#footnote-2) The entire evaluation process from receipt of applications to posting of the NOPA is confidential.

To evaluate all applications, CEC will organize an Evaluation Committee that may consist of CEC staff or staff of other California state entities.

* 1. **Screening Criteria**

The Contracts, Grants and Loans Office will screen applications for compliance with the Administrative Screening Criteria. The Evaluation Committee will screen applications for compliance with the Technical Screening criteria. Applications that fail any of the Administrative or Technical Screening Criteria shall be disqualified and eliminated from further evaluation.

* 1. **Administrative Screening Criteria**

| **ADMINISTRATIVE Screening Criteria** *The Application must pass ALL administrative screening criteria.* | **Pass/Fail** |
| --- | --- |
| 1. The application is received by CEC’s Contracts, Grants, and Loans Office by the due date and time specified in the “Key Activities Schedule” in Section I of this solicitation.
 | [ ]  Pass [ ]  Fail |
| 1. The Applicant provides the required authorizations and certifications.
 | [ ]  Pass [ ]  Fail |
| 1. The Applicant has not included a statement that is contrary to the required authorizations and certifications.
 | [ ]  Pass [ ]  Fail |

* 1. **Technical Screening Criteria**
	2. The Applicant is an eligible Applicant.
	3. The project is an eligible project.
	4. The project meets the minimum match share requirement, if any.
	5. The Applicant passes the past performance screening criterion.
	6. The application is complete.
	7. **Applicant’s Past Performance Screening Criterion (Pass/Fail)**

An Applicant may be disqualified under this solicitation due to severe performance issues under one or more prior or active CEC agreement within the last 10 years. An Applicant is defined as at least one of the following: the business, principal investigator, or lead individual acting on behalf of themselves—received funds from the CEC (e.g., contract, grant, or loan) and entered into an agreement(s) with the CEC. Any Applicant that does not have an active or prior agreement equates to no severe performance issues and therefore would pass this screening criteria.

Severe performance issuesare characterized by significant negative outcomes under an agreement and may include:

* + Agreement was terminated with cause.
	+ CEC filed litigation against the Applicant.
	+ Severe audit findings are not resolved to CEC’s satisfaction. Severe audit findings may include but are not limited to: incomplete or unsatisfactory deliverables; grant funds used inappropriately (i.e., other than as represented); or questioned costs.
	+ Project objectives were not met and were caused by factors that are, or should have been, within the Applicant’s control.
	+ Significant delays in project completion resulting in delayed benefits for California. Project completion delays of one year or more from the originally proposed project schedule and caused by factors within the Applicant’s control may be considered significant.
	+ Deliverables were not submitted to the CEC or were of poor quality. For example, Applicant delivered poorly written reports that required significant rework by staff prior to acceptance or publication.
	+ Demonstrated and documented poor or delayed communication when significant issues or setbacks were experienced that materially and negatively impacted the project. For example, delays in informing the CEC when the Applicant experiences loss of a key project partner or site control may be considered significant.
	1. **Grounds to Reject an Application or Cancel an Award**

In addition to the Screening Criteria identified within this solicitation, CEC reserves the right to reject an application and/or cancel an award for reasons including, but not limited to the following:

1. The application contains false or intentionally misleading statements or references which do not support an attribute or condition contended by the Applicant.
2. The application is intended to erroneously and fallaciously mislead the State in its evaluation of the application and the attribute, condition, or capability is a requirement of this solicitation.
3. The application does not comply or contains caveats that conflict with the solicitation and the variation or deviation is material or it is otherwise non-responsive.
	1. **Technical Evaluation**

Applications passing all screening criteria and are not rejected as described above will be submitted to the Evaluation Committee to review and score based on the Evaluation Criteria using the Scoring Scale described below.

The Evaluation Committee reserves the right to schedule a clarification interview with an Applicant that will either be held by telephone or in person at CEC for the purpose of clarification and verification of information provided in the application. However, these interviews may not be used to change or add to the contents of the original application. Applicants will not be reimbursed for time spent answering clarifying questions.

The total score for each application will be the average of the combined scores of all Evaluation Committee members. A minimum score of 70 percent is required for the application to be eligible for funding.

CEC will recommend awards to the highest ranked projects (according to total score) until available funding under this solicitation has been exhausted.

## Notice of Proposed Awards

The results of the evaluation will be posted in a NOPA and will include (1) the total proposed funding amount; (2) the rank order of Applicants and (3) the amount of each proposed award. The CEC will publish the NOPA on the CEC’s website, and will e-mail the NOPA to all parties that submitted an application.

## Debriefings

Applicants that are not proposed for funding may request a debriefing after the release of the NOPA by emailing the CAO listed in Part I. A request for debriefing should be received no later than 15 days after the NOPA is released.

## Scoring Scale

Using this Scoring Scale, the Evaluation Committee will give a score for each criterion described in the Evaluation Criteria.

|  |  |  |
| --- | --- | --- |
| **% of Possible Points** | **Interpretation** | **Explanation for Percentage Points**  |
| 0% | Not Responsive | Response does not include or fails to address the requirements being scored. The omission(s), flaw(s), or defect(s) are significant and unacceptable. |
| 10-30% | Minimally Responsive | Response minimally addresses the requirements being scored. The omission(s), flaw(s), or defect(s) are significant and unacceptable. |
| 40-60% | Inadequate | Response addresses the requirements being scored, but there are one or more omissions, flaws, or defects or the requirements are addressed in such a limited way that it results in a low degree of confidence in the proposed solution. |
| 70% | Adequate | Response adequately addresses the requirements being scored. Any omission(s), flaw(s), or defect(s) are inconsequential and acceptable. |
| 75% | Between Adequate and Good | Response better than adequately addresses the requirements being scored. Any omission(s), flaw(s), or defect(s) are inconsequential and acceptable. |
| 80% | Good | Response fully addresses the requirements being scored with a good degree of confidence in the Applicant’s response or proposed solution. No identified omission(s), flaw(s), or defect(s). Any identified weaknesses are minimal, inconsequential, and acceptable. |
| 85% | Between Good and Excellent | Response fully addresses the requirements being scored with a better than good degree of confidence in the Applicant’s response or proposed solution. No identified omission(s), flaw(s), or defect(s). Any identified weaknesses are minimal, inconsequential, and acceptable. |
| 90% | Excellent | Response fully addresses the requirements being scored with a high degree of confidence in the Applicant’s response or proposed solution. Applicant offers one or more enhancing features, methods or approaches exceeding basic expectations. |
| 95% | Between Excellent and Exceptional | Response fully addresses the requirements being scored with a better than excellent degree of confidence in the Applicant’s response or proposed solution. Applicant offers one or more enhancing features, methods or approaches exceeding basic expectations. |
| 100% | Exceptional | All requirements are addressed with the highest degree of confidence in the Applicant’s response or proposed solution. The response exceeds the requirements in providing multiple enhancing features, a creative approach, or an exceptional solution. |

## Evaluation Criteria

|  |  |
| --- | --- |
| **Criterion** | **Possible Points** |
| **Market Viability**Applications will be evaluated on the degree to which:* The project demonstrates a replicable and scalable model to provide charging to on-demand transportation services, car sharing enterprises, or car rental agencies that facilitates and accelerates the electrification of those services.
* The project supports an existing business model or demonstrates and tests a new business model.
* The project will increase utilization of EVs and replace gasoline vehicle mileage in on-demand transportation services, car sharing enterprises, or car rental agencies, and other services such as meal and grocery delivery.
* If applicable, the project will decrease “deadhead” trips or trip mileage.
* The chargers will support demand for charging and the project ensures effective utilization.
* The project will provide economic benefits to drivers.
 | 30 |
| **Project Location**Applications will be evaluated on the degree to which:* The characteristics of the proposed charging station location(s) make them effective for achieving the purposes of the solicitation.
* The characteristics of the charger location(s) support driver travel patterns and driver requirements.
* Characteristics of the sites maximize accessibility, customer friendliness, ease of use, and benefits for local businesses while minimizing disturbances to neighbors.
* Characteristics of the proposed locations and types of chargers will integrate with California’s network of existing and planned stations, alleviate charger congestion, and provide benefits to other EV drivers.
* Driver amenities, shelter from inclement weather, or other criteria will improve the charging experience.
* The project maximizes beneficial use of brownfields and avoids undeveloped greenfield sites.
 | 25 |
| **Project Implementation**Applications will be evaluated on the degree to which:* The station(s) will be completed in an expeditious, effective and efficient manner.
* The connector type(s) and type(s) of chargers at each site location achieves the purposes of the solicitation.
* Sites are future-proofed for additional chargers or higher charging capacity.
* The project is able to meet current and future planned driver needs, effectively serve consumers, reliably meet the needs of near-term vehicle deployment, and support increased PEV adoption.
* The project maximizes charger utilization.
* The proposed project will work with regional agencies.
* The proposed project aligns with regional readiness plans for electric vehicles.
* Outreach and education is effective to inform existing and potential drivers of charging opportunity and benefits of driving EVs.
* Signage is adequate and will increase charger utilization rates.
* The project adequately addresses safety and liability issues.
* Charger operations will continue beyond the CEC agreement term.
 | 25 |
| **Benefits to Disadvantaged/Low-Income Communities**Applications will be evaluated on the degree to which:* The project will increase access to charging and EVs for disadvantaged/low-income communities.
* The project will maximize eVMT fraction for drivers and residents of disadvantaged or low-income communities.
* The project reduces “deadhead” trips for drivers living in disadvantaged or low-income communities.
* The project is expected to expand disadvantaged or low-income community investments.
* The project provides other benefits to disadvantaged or low-income communities.
* The project supports drivers from disadvantaged or low-income communities.
 | 25 |
| **Project Readiness**Applications will be evaluated on the degree to which:* Site control or access rights have been secured.
* The permitting schedule is realistic and ensures successful project completion within the timeframes specified in this solicitation.
* Procurement of equipment and materials is expedited to meet the timeframes in this solicitation.
* Utility connections and energization will be swiftly completed.
* Key financial and contractual relationships have been identified and secured.
 | 20 |
| **Team Qualifications and Experience**Applications will be evaluated on the degree to which:* The proposed project team is qualified and has the experience and expertise to implement the proposed project.
* The proposed team demonstrates their ability to manage and implement large, complex projects and meet deadlines and milestones.
* The team demonstrates ability to control project costs.
* The Applicant and team have demonstrated exceptional administrative and technical performance under existing or prior funding agreements (CEC and/or other public agencies), if the Applicant or team worked on such projects, including: adherence to schedule and due dates; effective and timely issue resolution; quality of deliverables; objectives of past projects have been attained; honest, timely, and professional communication with staff from the funding entity; effective coordination with project partners, subrecipients, and other stakeholders; and timely and accurate invoicing.
 | 10 |
| **Project Budget**Applications will be evaluated on the degree to which:* The proposed budget is cost-effective, and costs per charger or per kW of capacity are minimized.
* CEC funds are needed.
* Match share is funding is secured and documented through commitments.
* Project costs are reasonable.
* Administrative and overhead costs are minimized.
* Cost-effectiveness of equipment procurement and installations are maximized.
* Non-public funds are used for match share.
 | 10 |
| **Environmental and Economic Benefits**Applications will be evaluated on the degree to which:* The proposed project will provide environmental and economic benefits.
* The proposed project will provide environmental and economic benefits in disadvantaged communities.
* The project will reduce criteria air pollutants and toxic air contaminants.
* The project will reduce criteria air pollutants and toxic air contaminants within disadvantaged communities.
* The proposed project maximizes the benefit cost score in terms of GHG reductions per CEC dollar requested.
 | 15 |
| **Innovation and Sustainability**Applications will be evaluated on the degree to which:* Innovations or advanced features related to equipment or innovative utilization features will optimize the charging experience for the drivers and customers.
* The project mitigates potential negative grid impacts related to EV charging.
* Cost of charging to drivers is minimized.
 | 20 |
| 1. **Operation and Reliability Plan**

Applications will be evaluated on the degree to which: * The project will maximize uptime.
* Operation and reliability, as described in the Operation and Reliability Plan, exceeds the solicitation’s minimum standards as set in the SOW.
* The Operation and Reliability Plan demonstrates availability of qualified technicians and replacement parts. Remote monitoring, diagnostics, updates, and repairs will effectively measure and reduce downtime.
* The Applicant effectively addresses interoperability of chargers and vehicles.
* Customer service and site host training support awareness of and prompt attention to chargers that are not operational.
 | 15  |
| **Total Possible Points** | 195 |
| **Minimum Passing Score (70%)** | 137 |

## Tie Breakers

If the score for two or more applications are tied, the application with a higher combined score in the Market Viability and Innovation and Sustainability criteria will be ranked higher. If still tied, the Project Location criterion will be utilized.

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# V. Administration

## Definition of Key Words

Important definitions for this solicitation are presented below:

|  |  |
| --- | --- |
| **Word/Term** | **Definition** |
| ADA | American Disabilities Act |
| ALMS | Automatic Load Management System |
| Applicant | Respondent to this solicitation |
| Application | Formal written response to this document from Applicant |
| CAM | Commission Agreement Manager |
| CAO | Commission Agreement Officer |
| CCS | Combined Charging System |
| CEC | California Energy Commission |
| DAC | Disadvantaged Community as designated by the California Environmental Protection Agency per Senate Bill 535. |
| DER | Distributed Energy Resources |
| EVITP | Electric Vehicle Infrastructure Training Program |
| eVMT | Electric Vehicle Miles Traveled |
| GAAP | Generally Accepted Accounting Principles |
| GSS | CEC’s Grant Solicitation System |
| EV | Electric Vehicle |
| LIC | Low-Income Community as defined per Assembly Bill 1550 (Gomez, Chapter 369, Statutes of 2016). |
| NOPA | Notice of Proposed Awards |
| NRTL | Nationally Recognized Testing Laboratory Program  |
| OCA | Open Charge Alliance |
| OCPP | Open Charge Point Protocol |
| Solicitation | Grant Funding Opportunity, which refers to this entire solicitation document and all its attachments and exhibits |
| State | State of California |
| TCP | Charter-Party Carriers |
| TNC | Transportation Network Companies |

## Cost of Developing Application

The Applicant is responsible for the cost of developing an application, and this cost cannot be charged to the State.

## Confidential Information

CEC will not accept or retain any applications that have any portion marked confidential.

## Solicitation Cancellation and Amendments

It is CEC’s policy not to solicit applications unless there is a bona fide intention to award an agreement. However, if it is in the State’s best interest, CEC reserves the right, in addition to any other rights it has, to do any of the following:

* Cancel this solicitation;
* Revise the amount of funds available under this solicitation;
* Amend this solicitation as needed; and/or
* Reject any or all applications received in response to this solicitation.

If the solicitation is amended, CEC will post an addendum on the CEC’s solicitation information website at <https://www.energy.ca.gov/funding-opportunities/solicitations>

## Errors

If an Applicant discovers any ambiguity, conflict, discrepancy, omission, or other error in the solicitation at any time prior to 5:00 p.m. of the application deadline date, the Applicant shall immediately notify CEC of the error in writing and request modification or clarification of the solicitation. The CEC will provide modifications or clarifications by written notice to all entities that requested the solicitation, without divulging the source of the request for clarification. CEC shall not be responsible for failure to correct errors.

## Modifying or Withdrawal of Application

An Applicant may, by e-mail to the CAO, withdraw or modify a submitted application before the deadline to submit applications. Applications cannot be changed after that date and time. An application cannot be “timed” to expire on a specific date. For example, a statement such as the following is non-responsive to the solicitation: “This application and the cost estimate are valid for 60 days.”

## Immaterial Defect

CEC may waive any immaterial defect or deviation contained in an application. CEC’s waiver shall in no way modify the application or excuse an Applicant proposed for funding from full compliance with solicitation requirements.

## Disposition of Applicant’s Documents

The entire evaluation process from receipt of applications up to the posting of the Notice of Proposed Award is confidential. On the Notice of Proposed Award posting date, or date of solicitation cancellation, all applications and related material submitted in response to this solicitation become a part of the property of the State and public record. Applicants who want any work examples they submitted with their applications returned to them shall make this request and provide either sufficient postage or a Courier Charge Code to fund the cost of returning the examples.

## Applicants’ Admonishment

This solicitation contains the instructions governing the requirements for a firm quotation to be submitted by interested Applicants, the format in which the technical information is to be submitted, the material to be included, the requirements which must be met to be eligible for consideration, and applicant responsibilities. Applicants are responsible for carefully reading the entire solicitation, and asking appropriate questions in a timely manner, ensuring that all solicitation requirements are met, submitting all required responses in a complete manner by the required date and time, and making sure that all procedures and requirements of the solicitation are followed and appropriately addressed.

## Agreement Requirements

The content of this solicitation shall be incorporated by reference into the final agreement. See the sample agreement terms and conditions included in this solicitation.

CEC reserves the right to negotiate with Applicants to modify the project scope, the level of funding, or both. If CEC is unable to successfully negotiate and execute a funding agreement with an Applicant, CEC, at its sole discretion, reserves the right to cancel the pending award and fund the next highest ranked eligible project.

CEC must formally approve all proposed grant awards. Clean Transportation Program agreements for over $75,000 must be scheduled and considered at a CEC Business Meeting for approval by the CEC.

Public agencies proposed for funding under this solicitation must provide an authorizing resolution approved by their governing authority to enter into an agreement with CEC and designating an authorized representative to sign.

CEC will send the approved agreement, including the general terms and conditions and any additional terms and conditions, to the grant recipient for review, approval, and signature. Once the grant recipient signs, CEC will fully execute the agreement. Grant recipients are approved to begin the project only after full execution of the grant agreement.

## No Agreement Until Signed and Approved

No agreement between CEC and an Applicant is in effect until the agreement is approved at a CEC Business Meeting, and signed by both the grant recipient and the CEC.

CEC reserves the right to modify the award documents prior to executing the agreement.

1. The Past Performance Evaluation is available on the CEC website at: https://www.energy.ca.gov/media/6595 [↑](#footnote-ref-2)