**GRANT FUNDING OPPORTUNITY**

**Clean Transportation Program**

**Innovative Charging Solutions for**

**Medium- and Heavy-Duty**

**Electric Vehicles**



GFO-22-615– ADDENDUM [~~4~~] **5**

[Solicitation Information](https://www.energy.ca.gov/funding-opportunities/solicitations" \o "California Energy Commission solicitation website)

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

State of California

California Energy Commission

**January 11, 2024**

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6 Budget Form
7 Contact List
8 California Environmental Quality Act (CEQA) Worksheet
9 Localized Health Impacts Information Form
10 Zero-Emission Vehicle Infrastructure (ZVI) Terms and Conditions
11 Past Performance Reference Form

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

# I. Introduction

## Purpose of Solicitation

This is a two-phased competitive grant solicitation. The California Energy Commission’s (CEC’s) Clean Transportation Program announces the availability of up to $20,000,000 in grant funds for Phase 1 projects that demonstrate transformative technology solutions and work to accelerate the successful commercial deployment of medium- and heavy-duty (MD/HD) electric vehicle (EV) charging applications, including, but not limited to the following: innovative business models (e.g., truck parking, truck stops/charging hubs, charging corridors, and mobility/charging-as-a-service); and innovative technologies (e.g., large scale ultra-fast charging, interoperability, battery swapping, fuel-cell powered EV charging, wireless charging, inductive charging, overhead catenary, and vehicle-to-everything (V2X) technology). (See Section I.D and VII for additional information on Phase 2.)

Previous work at the CEC, such as the BESTFIT Innovative Charging grants, the MD/HD Blueprint grants, and the analysis for Assembly Bill (AB) 2127 (Ting, Chapter 365, Statutes of 2018), have continued to highlight the need for increased and innovative charging solutions that are suited for various fleet needs. There needs to be a portfolio of charging solutions and business models that MD/HD vehicle owners and operators can use as diesel vehicles are transitioned to zero-emission options. The purpose of this solicitation is to demonstrate innovative charging technologies and/or business models that highlight the unique needs of MD/HD vehicles and fleets.

Prospective Applicants looking for partnering opportunities for this grant funding opportunity should register on the CEC’s [Empower Innovation website](http://www.empowerinnovation.net) at www.empowerinnovation.net.

## Background

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

## 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

This solicitation will be conducted in two phases. Projects awarded through Phase 1 will deploy an innovative business model or innovative technology and will create a charging infrastructure blueprint for replicated expansion that, if successful, can be deployed on a larger scale in Phase 2.

Phase 1 project teams will be invited to submit applications for Phase 2, following Phase 1 completion. A second solicitation manual will be released outlining further details for Phase 2. A second Notice of Proposed Award (NOPA) and second CEC Business Meeting vote will occur for projects selected for Phase 2 funding.

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** |
| **Phase 1 Activity** | |
| Solicitation Release | May 8, 2023 |
| Pre-Application Workshop\* | May 18, 2023 |
| Deadline for Written Questions\* | May 26, 2023 |
| Anticipated Distribution of Questions/Answers | Week of June 5, 2023 |
| **Deadline to Submit Pre-Application Abstracts by 11:59 p.m.\*** | July 14, 2023 |
| Anticipated Notice of Pre-Application Abstracts Results Posting | Week of September 11, 2023 |
| **Deadline to Submit Full Applications by 11:59 p.m.\*** | November 3, 2023 |
| Anticipated Notice of Proposed Awards Posting | [~~Week of December 18, 2023~~]  **Week of January 15, 2024** |
| Anticipated CEC Business Meeting | [~~March~~] **April** 2024 |
| Anticipated Agreement Start Date | [~~March 31~~] **April 30**, 2024 |
| Anticipated Agreement End Date | March 31, 2026 |
| **Phase 2 Activity** | |
| Solicitation Release | January 2026 |
| Estimated Deadline to Submit Applications | March 2026 |
| Estimated Notice of Proposed Awards | June 2026 |
| Estimated CEC Business Meeting | September 2026 |
| Anticipated Agreement End Date | March 31, 2028 |

## 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), Full Applications obtaining at least the minimum passing score will be recommended for funding in ranked order until all funds available under this solicitation are exhausted.

If the funds available under this solicitation are insufficient to fully fund a grant proposal, the 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 $20,000,000 is available for awards under this solicitation, which applies only to Phase 1. There may be additional funding, amount to be determined, available for Phase 2 awards, which would occur in a subsequent solicitation. The CEC, at its sole discretion, reserves the right to increase or decrease the amount of funds available under this Phase 1 solicitation.

## Minimum and Maximum Award Amounts

There is up to $20,000,000 available for grants awarded under this Phase 1 solicitation. The total minimum and maximum funding amounts for each Project Group are listed in the table below. In Phase 1, projects are eligible for up to 75 percent of the total project costs.

Minimum and maximum funding amounts for Phase 2 projects will be released in the solicitation manual for Phase 2 applications.

Table

Visual depiction of project groups, minimum and maximum award amounts for each group, and minimum match funding required

Applicants must identify whether their proposed project will focus on Group 1: Innovative Business Models or Group 2: Innovative Charging Technologies. Applicants whose proposed project focuses on Innovative Business Models are eligible for up to $10 million per application award, while Applicants whose proposed project focuses on Innovative Charging Technologies are eligible for up to $5 million per application award. If an Applicant plans to submit an application for a project that focuses on Innovative Business Models, and another separate and distinct application for a project that focuses on Innovative Charging Technologies, the Applicant can be eligible for the maximum award amount in both categories, totaling $15 million.

Please note the maximum award amount applies to the Applicant, not the project. Please also note that Applicants are not required to submit an application that requests the maximum award amount. Applicants may submit one or more applications that request less funding if that is all that is required.

Applicants must identify which Project Group their proposed project will principally address. The CEC expects to award at least one project in each Project Group. Once the highest ranked projects achieving at least the minimum passing score in each Project Group are recommended for funding, if funding remains available, the CEC will award the next highest-ranking project achieving at least the minimum passing score, regardless of Project Group. Please note that applications are not required to request the full award amount, and Applicants are eligible to receive multiple awards up to the maximum award amount per Applicant.

## Maximum Number of Applications

Applicants may submit multiple applications under this solicitation. Each proposed project must be separate and distinct and adhere to all requirements contained in this solicitation. Note the maximum award amount in each Project Group applies to each Applicant, not each proposed project.

Applicants must identify only one Project Group per the table in Section I.G that the proposed project in their application principally addresses. Each proposed project must be separate and distinct. A separate and distinct application means there is no overlap with respect to the tasks described in the Scope of Work (Attachment 3) of the Full Application. For example, applications that only modify the form factor (i.e., the “shape” or “housing” of the charging solution, that could take on many forms) of the charging solution or make other minor modifications to a proposed project do not constitute separate and distinct project proposals. The CEC reserves the right to reject an application and/or cancel an award if at any time an Applicant’s proposed project overlaps with another proposed project by the same Applicant. Thus, if two or more applications, by the same Applicant, overlap in project scope, the application(s) with the lower score(s) may be disqualified from award.

## 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 (see instructions below). Please contact the Commission Agreement Officer (CAO) listed in Section I.L or refer to the [CEC's solicitation information website](https://www.energy.ca.gov/funding-opportunities/solicitations) at https://www.energy.ca.gov/funding-opportunities/solicitations to confirm the date and time.

**May 18, 2023**

10:00 a.m.

California Energy Commission

## 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: <https://energy.zoom.us/j/82902565125?pwd=VmVzYUc0d1NYMW9ScG53UkpwVys3Zz09>. You may also access the workshop by going to the [Zoom webpage](https://join.zoom.us) at https://join.zoom.us and enter the unique meeting ID and password below:

**Meeting ID:** 829 0256 5125

**Meeting Password:** 388238

**Topic:** GFO-22-615 Innovative Charging Solutions for Medium- and Heavy-Duty Electric Vehicles Pre-Application Workshop

**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](mailto:publicadvisor@energy.ca.gov), or (800) 822-6228.

To determine whether your computer is compatible with Zoom, visit:

https://support.zoom.us/hc/en-us/articles/201362023-System-requirements-for-Windows-macOS-and-Linux.

## Questions

Applicants may ask questions at the Pre-Application Workshop, and may submit written questions via e-mail to the CAO listed in Section I.L 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. PST of the application deadline date.

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

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[**Brad.Worster@energy.ca.gov**](mailto:Brad.Worster@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](https://efiling.energy.ca.gov/getdocument.aspx?tn=248494). (Publication Number: CEC-600-2022-062-CMF) https://efiling.energy.ca.gov/getdocument.aspx?tn=247782
2. [SAE J1772 Standard: Electric Vehicle and Plug in Hybrid Electric Vehicle Conductive Charge Coupler](https://www.sae.org/standards/content/j1772_201710/)

https://www.sae.org/standards/content/j1772\_201710/

1. [National Electric Code 2023 Edition](https://www.nfpa.org/codes-and-standards/all-codes-and-standards/list-of-codes-and-standards/detail?code=70)

https://www.nfpa.org/codes-and-standards/all-codes-and-standards/list-of-codes-and-standards/detail?code=70

1. [Underwriters Laboratory 916: Standard for Energy Management Equipment](https://standardscatalog.ul.com/standards/en/standard_916_5)

https://standardscatalog.ul.com/standards/en/standard\_916\_5

1. [Open Charge Alliance: Open Charge Point Protocol (OCPP)](https://www.openchargealliance.org/)

https://www.openchargealliance.org/

1. [OpenADR Alliance: Open Automated Demand Response (OpenADR) Protocol](https://www.openadr.org)

<https://www.openadr.org>

1. [ISO 15118-Ready Chargers – CEC Recommendation](https://efiling.energy.ca.gov/GetDocument.aspx?tn=241955)

https://efiling.energy.ca.gov/GetDocument.aspx?tn=241955

1. [Assembly Bill 2127 EV Charging Infrastructure Assessment (Publication Number: CEC-600-2021-001-CMR)](https://efiling.energy.ca.gov/getdocument.aspx?tn=238853)

https://efiling.energy.ca.gov/getdocument.aspx?tn=238853

1. [2014 California Vehicle-Grid Integration (VGI) Roadmap: Enabling vehicle-based grid services](http://www.caiso.com/Documents/Briefing_vehicle_to_grid_roadmap-Feb_2014.pdf#search=VGI%20roadmap)

http://www.caiso.com/Documents/Briefing\_vehicle\_to\_grid\_roadmap-Feb\_2014.pdf#search=VGI%20roadmap

1. [California Climate Investments Priority Populations Map](https://webmaps.arb.ca.gov/PriorityPopulations/) https://webmaps.arb.ca.gov/PriorityPopulations/
2. Disadvantaged communities are census tracts that score within the top 25th percentile of California Environmental Protection Agency (CalEPA) [CalEnviroScreen](https://oehha.ca.gov/calenviroscreen/sb535) 4.0 scores.

https://oehha.ca.gov/calenviroscreen/sb535

1. [California Public Utilities Commission High Fire Threat District](https://capuc.maps.arcgis.com/apps/webappviewer/index.html?id=5bdb921d747a46929d9f00dbdb6d0fa2) https://capuc.maps.arcgis.com/apps/webappviewer/index.html?id=5bdb921d747a46929d9f00dbdb6d0fa2

# II. Eligibility Requirements

## Applicant Requirements

1. **Eligibility**

Phase 1 of 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, utilities, researchers, local community colleges, and financiers throughout the application process.

Phase 2 of this solicitation will be open to all project teams awarded in Phase 1 that have successfully completed the awarded projects.

1. **Responsibilities of Awardee and Project Team**

Should an Applicant be awarded a grant, the Awardee will be responsible for administration of the project.

The Awardee’s major responsibilities will include, but are not limited to, the following:

* Developing and maintaining a project team that includes technology manufacturers, subrecipients, end-users, community-based organizations, and a data collection and analysis provider.
* Administering the project.
* Ensuring completion of required California Environmental Quality Act (CEQA) documents.
* Overseeing construction and installation subrecipients.
* Overseeing project budget, completion of milestones, and verifying the receipt of deliverables and the amount of funds being used for the project’s match requirement.
* Reporting to the CEC on project status, grant performance, and match expenditures.
* Submitting quarterly project reports to the CEC.
* Preparing and presenting at least two Critical Project Reviews to CEC staff.
* Submitting periodic grant disbursement requests to the CEC.
* Submitting data, as requested by the CEC.
* Coordinating monthly project status update meetings.

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 whichever of the following terms and conditions correspond to Applicant’s organization, without negotiation: (1) University of California and California State University terms and conditions; (2) U.S. Department of Energy terms and conditions; or (3) CEC’s standard terms and conditions. The standard terms and conditions are located at [CEC's funding resources website](https://www.energy.ca.gov/funding-opportunities/funding-resources) 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](http://www.sos.ca.gov/) at 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**

All projects must deploy and demonstrate innovative charging technologies and/or business models that support the decarbonization of MD/HD on-road and/or off-road vehicle applications and improve reliability.

All demonstrations must be installed in California for public and/or private use, real-world operating conditions, and must demonstrate how the innovative technology and/or business model could be deployed at scale in the future and become commercially viable. This scaled deployment and commercialization will be the focus of Phase 2 referenced in this solicitation.

**Projects must include the deployment and installation of chargers.** Innovative Business Model projects must install at least 25 MD/HD chargers at no more than two sites. If the project is proposing two sites, a minimum of 10 chargers must be installed at each site, with a total of at least 25 chargers to be deployed. Innovative Technology projects must install at least 10 MD/HD chargers at one site. For projects that supply power without chargers (e.g., battery swapping, wireless/inductive charging, etc.), the installed equipment must be installed at:

* no more than two sites for Innovative Business Model projects and have the ability to bring at least 25 MD/HD vehicles to a full charge or a sufficient charge for real operating conditions, or
* one site for Innovative Technology projects and have the ability to bring at least 10 MD/HD vehicles to a full charge or a sufficient charge for real operating conditions.

Projects may also include deployment of renewable distributed energy resources (DERs) or energy storage systems for supplying power to MD/HD electric vehicles or electric vehicle chargers provided the Applicant demonstrates that the DER is a component of the system necessary to address their designated Project Group.

Applicants must identify one Project Group, defined in Section I.G, that their proposed project principally addresses. This Project Group designation will be used to categorize and rank applications for funding.

Examples of project types within each of the two Project Groups include, but are not limited to:

* **Innovative Business Models (Requires installation of and deployment of 25 or more NEW chargers)**
  + **Truck Parking** – Solutions to address parking and charging needs of independent owner operators, long-haul, and regional-haul drivers; centralized locations for overnight, public charging; and infrastructure needs at truck parking lots.
  + **Truck Stops/Charging Hubs**
  + **Charging Corridors –** Proposed projects should identify innovative solutions to barriers pertaining to high priority/high traffic corridors in need of fast chargers.
  + **Mobility-as-a-Service** – Examples include Charging-as-a-Service, Infrastructure-as-a-Service, Battery-as-a-Service, and temporary charging (i.e., awardee provides temporary chargers/charging to customers waiting on permanent electric vehicle supply equipment (EVSE) installation).
* **Innovative Technologies (Requires installation of and deployment of 10 or more NEW** **chargers)**
  + **Large-Scale Fast Charging (150+ kW)** – Installation and deployment of fast chargers with the capability to charge zero-emission vehicles (ZEVs) at power levels of 150 kW and above per charger.
  + **Interoperability for MD/HD Vehicles** – Standardized and interoperable charging interfaces are needed for MD/HD vehicles, which currently lack a widely-adopted conductive charging option useful for both private and public charging.
  + **Battery Swapping** – Reduces the length of intermediate stops to a minimum compared to the charging breaks that are otherwise necessary.
  + **Hydrogen-Based (Fuel-Cell Powered) Electric Vehicle Charging** – Chargers using hydrogen fuel cells to generate electricity that will charge MD/HD electric vehicles.
  + **Pantograph and Catenary System** – Automated charging for MD/HD vehicles via overhead connections that mitigate ground egress requirements and enable space-efficient use of parking facilities. Pantograph systems may resolve driver handling of couplers or connections to autonomous vehicles.
  + **Wireless and/or Inductive Charging** – Automated charging using ground-based systems while the vehicle is parked and stationary or dynamically while it is driving. Wireless systems mitigate potential user burdens or physical reliability (e.g. tampering, equipment management) by automating user interactions necessary for payment and load controls.
  + **Vehicle-to-Everything (V2X) Technology** – Bidirectional charging capability (i.e., interaction between a MD/HD electric vehicle and any entity that may charge or be charged by the electric vehicle).

The CEC recognizes that the examples listed above are diverse, and represent markets that could be either robust, newly forming, or somewhere in the middle. Eligible projects must fall within at least one of the categories below:

* **Demonstration:**Demonstration and testing of a complete system prototype under real operating conditions.
* **Complete Operational System:** Proof of functionality of complete system under real operating conditions.
* **Commercial Availability:**Qualification of system based on successful operation.

AB 841 (Ting, Chapter 372, Statutes of 2020) added Public Utilities Code (PUC) section 740.20, which requires Electric Vehicle Infrastructure Training Program (EVITP) certification to install electric vehicle 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 GFO means that all electric vehicle 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. Electric vehicle charging infrastructure installed by employees of an electrical corporation or local publicly owned electric utility.
2. Electric vehicle 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 electric vehicle chargers that can use an existing 208/240-volt outlet.

**Requirements for Charging Equipment Installed After January 1, 2024.**In addition to the other requirements set forth in this application manual and the law, electric vehicle 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 (Ting, Chapter 345, Statutes of 2022)](https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202120220AB2061)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 maintenance 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. **Charging Infrastructure Blueprint**

Phase 1 projects will deploy an innovative business model or innovative technology that will be used to develop a charging infrastructure Blueprint for replicated expansion that, if successful, can be deployed on a larger scale in Phase 2. The Blueprint for replicated expansion of the deployed innovative technology or business model should be structured as follows:

* Identify the actions and milestones needed for installation and deployment of MD/HD charging infrastructure.
  + Identify optimal locations for charging infrastructure deployment and the rationale for being considered optimal.
  + MD/HD ZEV usage and driving patterns in order to maximize and optimize the type and placement of charging infrastructure to support the ZEVs and the grid.
* Minimize the risks and uncertainties surrounding the design, permitting, planning, and financing of charging infrastructure network through engagement.
  + Engage utilities to support grid delivery, reliability, and resiliency.
  + Address impacts of increased charging on utility rates.
  + Engage local jurisdictions and planning organizations to ensure they are involved in the planning and permitting of the infrastructure.
  + Engage regional community-based organizations, community leaders, California Native American Tribes, and potentially affected local residents in the planning process and education on the benefits of ZEV transportation. With regional organizations, determine if a community needs assessment is warranted and develop an appropriate scope.
  + Engage financial institutions to ensure they are educated, involved, and committed to participate in the implementation of a large-scale replicated expansion of the innovative charging infrastructure blueprint.
* Analyze the combination of technologies and systems that offer the best mix of economic, environmental, and technical performance specific to the project/region.
  + Explore innovative charging infrastructure options to address potential infrastructure barriers.
  + Include appropriate Vehicle-Grid Integration (VGI) standards and open standards-based network communications.
  + Include the ability to support emerging connectors and/or interfaces for heavy-duty vehicles, open standards-based network communications, the inclusion of appropriate VGI standards, and/or other methods for enhancing grid-reliability by providing data to utilities to predict charging behavior and associated impacts on the grid.
  + Include the use of interoperable MD/HD charging connectors and/or charging interfaces compatible with MD/HD vehicles sold by multiple original automotive equipment manufacturers for widespread use across California and North America.
  + Include other methods for enhancing grid-reliability by providing data to utilities to predict charging behavior and associated impacts on the grid.
* Identify analytical tools, software applications, and data needed to improve future charging infrastructure planning activities.
* Identify each task or area of responsibility required of the project partners and stakeholder groups to develop a replicable approach for other fleets transitioning to zero-emission charging infrastructure.
* Describe the outreach strategy necessary for local communities, supported by education and outreach materials appropriate for potentially affected residents, in the languages needed for those communities.
* Describe collaboration with community colleges, community-based organizations and community leaders to develop workforce development strategies that enable training, education, and readiness for the local community workforce to obtain the requisite knowledge, skills, and ability to develop, support, and maintain the MD/HD ZEV fleets.
* Summarize the types of jobs that could be created for the local community.
* Identify goals to reduce greenhouse gas (GHG) emissions, criteria air pollutants, and toxic air contaminants for the region, and the emitters at the local level that would need to be targeted.
* Identify the benefits that would accrue to High Fire-Threat Districts, disadvantaged communities (DACs), low-income communities, priority populations, and/or tribal lands to the maximum extent possible. Address health and safety, access and education, financial benefits, economic development, and consumer protection.   
    
  For the purposes of this solicitation, High Fire-Threat District information and maps are available on the California Public Utilities Commission (CPUC) website: [Fire-Threat Maps and Fire-Safety Rulemaking](https://www.cpuc.ca.gov/industries-and-topics/wildfires/fire-threat-maps-and-fire-safety-rulemaking) (https://www.cpuc.ca.gov/industries-and-topics/wildfires/fire-threat-maps-and-fire-safety-rulemaking).

For the purposes of this solicitation, DACs are defined as communities scoring in the top 25th percentile according to the most recent California Communities Environmental Health Screening Tool: [CalEnviroScreen Version 4.0](https://oehha.ca.gov/calenviroscreen/report/calenviroscreen-40) (https://oehha.ca.gov/calenviroscreen/report/calenviroscreen-40)

For the purposes of this solicitation, priority populations include residents of (1) census tracts identified as disadvantaged by California Environmental Protection Agency per SB 535, (2) census tracts identified as low-income per AB1550, or (3) a low-income household per AB 1550. The following [web link](http://www.arb.ca.gov/cci-communityinvestments) provides interactive maps to aid in determining geographic eligibility for disadvantaged and low-income communities: www.arb.ca.gov/cci-communityinvestments.

For the purposes of this solicitation, tribal lands refer to lands located in the State of California that are tribally owned lands, buildings, or facilities.

1. **Data Collection**

Each project must provide a minimum of 12 months of data collection on deployed charging equipment, collected monthly and submitted electronically in a quarterly progress report, rather than in a summary report at the conclusion of the 12 months. Applicants shall describe in detail plans to ensure MD/HD electric vehicles will utilize their infrastructure and enable them to collect 12 months of data on charging events for deployed infrastructure, including, but not limited to:

* Charge and session duration
* Energy delivered in kilowatt-hours (kWh)
* Peak power delivered in kilowatts (kW)
* Applicable price for charging, including but not limited to: electric utility tariff, electric vehicle service provider service contract, or public charger price
* Payment method
* Types of vehicles using the charging equipment
* Number of unique vehicles and frequency of “repeat vehicles”
* Energy delivered back to grid or facility if a bidirectional charging use case (kWh)

In addition, the Applicant should identify and develop a plan for providing other relevant data and information to the CEC throughout the duration of the grant agreement including, but not limited to:

* Lessons learned
* Best practices (e.g., permitting and installation processes)
* Potential job creation
* Economic development
* Increased state revenue

1. **Ineligible Projects**

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

* Market, literature, or technology surveys, or meta-analysis studies
* Basic research and development
* Tests for regulatory compliance
* Marketing and promotional activities
* Software development with no research or validation component
* Lab-scale research and validation
* Research and development that is not electric vehicle-related and has no clear market connection
* Proof of functions
* Projects that do not deploy chargers or the related infrastructure to support MD/HD ZEV charging
* Vehicle purchases
* Nonrenewable DERs

## Eligible Project Costs

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

* EVSE
* Transformers
* Electric panels
* Conduit
* Wiring
* Meters
* Energy storage equipment
* DER for supplying power to electric vehicle chargers for vehicle charging
* Photovoltaic solar panels separately metered for electric charging
* Installation costs
* Planning and engineering design costs
* Stub-outs
* Demand management equipment
* Vehicle powertrain and battery packs used for vehicle-to-vehicle charging
* Equipment maintenance for term of the agreement
* Extended warranties to cover term of the agreement

Utility incentives for behind-the-meter infrastructure and rebates for charging equipment may be counted towards match share. See Match Funding Requirements below.

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))

**NOTE: Costs incurred for operation of the facility, such as feedstock purchases, cost for transportation of feedstock, cost for transportation of fuel, costs of off-site fueling infrastructure, costs of electricity/power, and vehicle purchases and vehicle-related expenses are ineligible for reimbursement and match share cost. Only the vehicle costs explicitly listed in Section II.C are allowable items of cost and match share. Costs incurred prior to executing an agreement will not be reimbursed by the CEC.**

## Match Funding Requirements

1. **Total Match Share Requirement**

Applications must include a minimum 25 percent of the **total allowable project costs** as match share (i.e., the sum of the CEC’s reimbursable share and Recipient’s match share).

“Match funding” or “match share” means cash or in-kind (non-cash) contributions provided by the Applicant/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 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 grant is not approved, if approval 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 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 25 percent*** of the minimum match requirement.

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.

A table providing examples of how to calculate total project costs, total match share, cash match, and match share percentage is included below.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Total Project Costs** | **CEC Funds Requested** | **Match Share Proposed** | **Minimum Match Required per the Solicitation** | **Minimum Cash Match Required** |
| $3,000,000 | $2,000,000 | $1,000,000 | $750,000 | $187,500 |
| $4,000,000 | $2,000,000 | $2,000,000 | $1,000,000 | $250,000 |

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 a subrecipient; 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 subrecipient, 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 an Applicant and a related party is a “less than arms-length” transaction, Applicants 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 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. ***Foregone 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 foregone 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. ***Vehicles –*** Only the vehicle costs explicitly listed in Section II.C are allowable items of cost and match share. All other vehicle costs, including vehicle depreciation, are unallowable items of cost and may not be used as match share.

# III. Two-Stage Evaluation Process

This solicitation will follow a two-stage evaluation process.

## Pre-Application Abstract Screening and Scoring

This stage consists of a Pre-Application Abstract Form (Attachment 1A) and a Pre-Application Project Abstract (Attachment 2A, limited to 5 pages) that will be screened using the Pre-Application Abstract Screening Criteria listed in Section V.A. **Pre-Application Abstracts that fail any of the screening criteria will be rejected.** The Evaluation Committee may conduct optional Clarification Interviews with Applicants during the screening process to clarify and/or verify information submitted in the Pre-Application Abstract. However, these interviews may not be used to change or add to the content of the original Pre-Application Abstract. Applicants will not be reimbursed for time spent answering clarifying questions.Pre-Application Abstracts that pass the Pre-Application Abstract Screening Criteria will be scored using the Pre-Application Abstract Evaluation Criteria in Section V.E of this solicitation. Please see Section IV for information on Pre-Application Abstract format, required documents, and delivery methods.

## Full Application Screening and Scoring

Pre-Application Abstracts receiving a passing score will be eligible to submit a Full Application. Full Applications will be screened using the Full Application Screening Criteria listed in Section VII.A. **Applications that fail any of the screening criteria will be rejected.** The Evaluation Committee may conduct optional Clarification Interviews with Applicants during the screening process to clarify and/or verify information submitted in the Full Application. However, these interviews may not be used to change or add to the content of the original application. Applicants will not be reimbursed for time spent answering clarifying questions. Applications that pass screening will be scored using the Full Application Evaluation Criteria in Section VII.E.**Full Applications must be consistent with the previously submitted and passing Pre-Application Abstracts. Applicants may not change the designated Project Group between the Pre-Application Abstract and the Full Application stages.**

# IV. Pre-Application Abstract Format, Required Documents, and Delivery

An Applicant must submit a Pre-Application Abstract to the CEC before being approved to submit a Full Application. ***Submission of a Pre-Application Abstract is mandatory***. Pre-Application Abstracts will be screened and scored based on the Pre-Application Abstract Screening and Evaluation Criteria in Section V.A and V.E. Pre-Application Abstracts receiving a passing score will be eligible to submit a Full Application. The results of the Pre-Application Abstract review will be provided to all Applicants in the Notice of Pre-Application Abstract Results (NOPAR).

Applicants must submit a Pre-Application Abstract Form (Attachment 1A) and a separate Pre-Application Abstract Project Summary (Attachment 2A) for each project by the date specified in the Key Activities and Dates table in Section I.D. of this solicitation.

## Required Format for a Pre-Application Abstract

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

All Pre-Application Abstracts submitted under this solicitation must be typed or printed 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 6, 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 pm. 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.

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 workshop, and you may contact the CAO identified in the Questions section of the solicitation for more assistance.

## Page Limitations

Each Pre-Application Project Abstract is limited to 5 pages. The Pre-Application Abstract Form and the Past Performance Reference Form do not count towards this page limitation. Information provided beyond the specified page limitations may not be reviewed and evaluated.

## Pre-Application Organization / Required Documents

|  |  |
| --- | --- |
| **Item** | **Attachment Number**  **(if applicable)** |
| Pre-Application Abstract Form | Attachment 1A |
| Pre-Application Project Abstract | N/A |
| Past Performance Reference Form | Attachment 11 |

* 1. **Pre-Application Abstract Form (Attachment 1A)**

Applicants must include a completed Pre-Application Abstract Form. This form requests basic information about the Applicant and the project. The application must include an original Pre-Application Abstract Form that includes all requested information. The Pre-Application Abstract Form must be signed by an authorized representative of the Applicant’s organization or will be failed as indicated in Section V.A.

The Pre-Application Abstract Form provides space for Applicants to describe project eligibility and Applicant eligibility, and provides the declaration, statements of commitment, and certification to which an authorized representative of the Applicant must agree.

All Applicants must authorize the CEC to make any inquiries necessary to verify the information presented in the Pre-Application Abstract Form. Further, all Applicants must authorize the 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:

* This application does not contain confidential or proprietary information.
* All information in the Pre-Application Abstract Form 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 Pre-Application Abstract Form.

***For Applicants using the electronic submission through the Grant Solicitation System***, checking the “I Agree” box and clicking the “I Agree & Submit” button 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 on the [CEC’s solicitation information website](https://www.energy.ca.gov/funding-opportunities/solicitations): 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.

* 1. **Pre-Application Project Abstract**

The Pre-Application Project Abstract is limited to 5 pages. Applicants must address each of the Pre-Application Abstract Screening and Scoring Criteria and provide sufficient, unambiguous detail so that the Evaluation Committee will be able to evaluate the project abstract against each scoring criterion.

Additionally, the Pre-Application Project Abstract must respond directly to each criterion with the headings as titled below, and must include the following information:

* 1. **Applicant’s Past Performance**

Information provided to address past performance will not count towards the page limitations and should be addressed in Attachment 11, Past Performance Reference Form.

The Applicant should address performance under current or prior agreementsusing public funding (e.g., contract, grant, or loan), including agreements with the CEC, other public agencies, and those that used Settlement Funds administered by a public agency. This must include all CEC agreements (e.g., contract, grant, or loan) within the last 10 years (if any) and the 5 most recent agreements with other public agencies within the past 10 years (if any). Applicants should indicate whether the projects were successfully completed in a timely manner. Applicants should:

* 1. Provide a listing of all agreements (e.g., contract, grant, or loan) with the CEC received by the Applicant in the last 10 years (if applicable).
  2. Provide a listing of the 5 most recent agreements (e.g. contract, grant, or loan) with other public agencies received by the Applicant within the past 10 years (if applicable).
  3. Provide Past Performance Reference Forms for the agreements received by the Applicant and identified above to verify the Applicant’s past performance. Each Reference Form must include a contact person name, phone number and email address. If contacted by CEC staff, references should be able to speak to the Applicant’s ability to successfully complete projects in a timely manner and their performance.
  4. For projects that did not complete (or timely complete) project objectives, describe the challenges faced, and what led to those challenges and indicate whether those challenges were within the Applicant’s control.
  5. Describe any severe audit findings and how they were ultimately addressed and resolved.
  6. Describe the final outcome of the project.
  7. **Project Summary**

1. Describe the proposed project, including which Project Group it addresses and how the project will accelerate the successful commercial deployment of the proposed innovative technology or business model.
2. Describe how the proposed project is innovative and provides competitive advantages over conventional charging solutions and/or business models.
3. Describe the proposed project’s target market and economic viability.
   1. **Project Readiness and Implementation**
4. If the technology or business model within the proposed project has been successfully demonstrated before, describe how, with details including size or capacity, number of previous installations, location and duration, results, etc. Identify critical barriers to commercial deployment and explain how the proposed project will address and work towards overcoming these barriers.
5. If the technology or business model within the proposed project has never been demonstrated before, describe how the proposed project will meaningfully move the technology and/or business model forward and towards successful commercial deployment.
6. Described the qualifications, experience, capabilities, and credentials of the key team members.
7. Describe the team’s approach for executing the proposed project in a successful and timely manner.
   1. **Project Benefits and Cost Effectiveness**
8. Describe and quantify the costs associated with the proposed project, using observed data and/or reasonable assumptions. The cost of charging should be calculated as dollars of investment requested from the CEC per kWh of charging capability. The kWh term shall be calculated as the product of 1) the power capacity of the charging capability enabled and 2) the time in hours that the charger could be utilized, per documentation of previously-measured use or projected use.

The variables in this equation are defined as:

* Investment requested – Dollar amount of CEC funds requested for the project.
* Power capacity – The sum of the power capacity of each charger that will be deployed.
* Time utilized – The time in hours that the charger could be utilized, per documentation of previously-measured use or projected use.

1. Describe and quantify the benefits to disadvantaged and/or low-income communities, job creation, and other co-benefits that will be realized by successful completion of this project.
2. Describe and quantify the benefit-cost score, defined as the ratio of grams of CO2 equivalent reduction per dollar of CEC investment. Explain underlying assumptions.
3. Describe any committed in-kind or cash support from the team or other organizations at this stage.

# V. Pre-Application Abstract Evaluation Process and Criteria

## Pre-Application Abstract Evaluation

This section explains how Pre-Application Abstracts will be evaluated.

Pre-Application Abstracts will be evaluated and scored based on the responses to the information requested in this solicitation. Pre-Application Abstracts will first be screened for compliance with the Pre-Application Abstract Administrative and Technical Screening Criteria listed below. Each Pre-Application Abstract will then be evaluated and scored. The scores will be published as a NOPAR. Pre-Application Abstract submitted materials and results are publicly available after publication of the NOPA, but otherwise the application evaluation process from receipt of applications to posting of the NOPA is confidential. All submitted Pre-Application Abstract documents will become publicly available records after the NOPA is posted or if the solicitation is cancelled.

To evaluate all Pre-Application Abstracts, the CEC will organize an Evaluation Committee. The Evaluation Committee may consist of CEC staff or staff of other California state entities. Only passing Pre-Application Abstracts will be eligible to submit a Full Application.

1. **Screening Criteria**

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

1. **Pre-Application Administrative Screening Criteria**

|  |  |
| --- | --- |
| **PRE-APPLICATION ABSTRACT ADMINISTRATIVE SCREENING CRITERIA**  *The Pre-Application Abstract must pass* ***ALL*** *administrative screening criteria.* | **Pass/Fail** |
| 1. The Pre-Application Abstract is received by the 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. **Pre-Application Abstract Technical Screening Criteria**
2. The Applicant is an eligible Applicant.
3. The project is an eligible project.
4. The Applicant has only submitted one project per application, as identified by the Project Group. Applicants may submit multiple proposals during the Pre-Application Abstract stage, however each proposal must be submitted as its own application.
5. The Applicant passes the past performance screening criterion.

1. An Applicant may be disqualified under this solicitation due to severe performance issues under one or more prior or active CEC agreement(s) 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 experienced 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, the CEC reserves the right to reject a Pre-Application Abstract, Full 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**

Pre-Application Abstracts that pass all Pre-Application Abstract Screening Criteria will be submitted to the Evaluation Committee to review and score based on the Pre-Application Abstract Evaluation Criteria in this solicitation.

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 the CEC for the purpose of clarification and verification of information provided in the Pre-Application Abstract. However, these interviews may not be used to change or add to the contents of the original Pre-Application Abstract. Applicants will not be reimbursed for time spent answering clarifying questions.

The total score for each Pre-Application Abstract will be the average of the combined scores of all Evaluation Committee members. Only Pre-Application Abstracts with a score of 70 percent or higher in **each** Pre-Application Abstract Evaluation Criterion will be eligible to submit a Full Application.

## Notice of Pre-Application Abstract Results (NOPAR)

Upon completion of Pre-Application Abstract scoring, the results will be posted in a NOPAR and will include the rank order of the Applicants. The CEC will publish the NOPAR on the CEC’s website, and e-mail the NOPAR to all parties that submitted a Pre-Application Abstract.

## Pre-Application Abstract Debriefings

After posting the NOPAR, Pre-Application Abstracts failing the Pre-Application Abstract screening or failing to achieve a passing score may request a debriefing from the Evaluation Committee. Pre-Application Abstract debriefings must be requested within 15 calendar days after posting of the NOPAR.

## 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. |

## Pre-Application Abstract Evaluation Criteria

Pre-Application Abstracts that pass administrative and technical screening will be scored based on the following Pre-Application Abstract Evaluation Criteria. Pre-Application Abstracts should include adequate information in the Pre-Application Abstract Form (Attachment 1A) and in the Pre-Application Project Abstract to address all Evaluation Criteria.

The total score for each Pre-Application Abstract will be the average of the combined scores of all Evaluation Committee members. Only Pre-Application Abstracts with a score of 70 percent or higher in **each** Pre-Application Abstract Evaluation Criterion will be eligible to submit a Full Application.

|  |  |
| --- | --- |
| **Pre-Application Abstract Evaluation Criteria** | **Possible Points** |
| 1. **Project Summary**   Pre-Application Abstracts will be evaluated on the degree to which:     * The proposed project accelerates successful commercial deployment of innovative technologies and/or business models principally designated by the Applicant in the specified Project Group (Section II.B.1). * The proposed project is innovative and provides competitive advantages over conventional and existing charging solutions and/or business models. * The proposed project will lead to a successful and economically viable charging solution that addresses a key market(s). Evidence and underlying assumptions are explained.   ***NOTE: Pre-Application Abstracts must obtain a minimum passing score of 17.5 points within this evaluation criterion to be eligible to submit a Full Application.*** | 25 |
| 1. **Project Readiness and Implementation**   Pre-Application Abstracts will be evaluated on the degree to which:   * The proposed project is technically feasible with a plan to address critical factors and risks to project success. * The qualifications, experience, capabilities, and credentials of the key team members are suitable to the tasks described in the Project Summary and will lead to the successful completion of the project. * The proposed project has an aggressive but achievable schedule for completing all tasks necessary.   ***NOTE: Pre-Application Abstracts must obtain a minimum passing score of 10.5 points within this evaluation criterion to be eligible to submit a Full Application.*** | 15 |
| 1. **Project Benefits and Cost Effectiveness**   Pre-Application Abstracts will be evaluated on the degree to which:   * The proposed project results in a low cost of charging (in $/kWh) and the assumptions utilized are documented and reasonable. * The proposed project’s benefits (including, but not limited to: emission reductions, benefits to disadvantaged communities and/or low-income communities, job creation, and other co-benefits) are quantified and documented. * The proposed project results in a high benefit-cost score defined as the ratio of grams of CO2 equivalent reduction per dollar of CEC investment. * The proposed project’s match funding commitments, if included, are documented, verifiable, and will support the successful completion of the project.   ***NOTE: Pre-Application Abstracts must obtain a minimum passing score of 7 points within this evaluation criterion to be eligible to submit a Full Application.*** | 10 |
| **Total Possible Points** | **50** |

# Full Application Format, Required Documents, and Delivery

## Required Format for an Application

This section contains the format requirements and instructions on how to submit a Full Application. Proposals which have passed the Pre-Application Abstract stage and are noted as eligible in the NOPAR are eligible to submit a Full Application. The format is prescribed to assist the Applicant in meeting State requirements and to enable the CEC to evaluate each application uniformly and fairly. Applicants must follow all Full Application format instructions, answer all questions, and supply all requested data.

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

## 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 6, 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 pm. 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 have 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.

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 Workshop, and you may contact the CAO identified in the Contact Information section of Section I of the solicitation for more assistance.

## Page Limitations

The number of pages for each Full 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. Information provided beyond the specified page limitations may not be reviewed and evaluated.

## Application Content

All items listed below are required as part of the Full 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 3 |
| Schedule of Products and Due Dates | Attachment 5 |
| Budget Forms | Attachment 6 |
| Resumes | N/A |
| Contact List | Attachment 7 |
| Letters of Support/Commitment | N/A |
| CEQA Worksheet | Attachment 8 |
| Localized Health Impacts Information Form | Attachment 9 |
| Past Performance Reference Form(s) | Attachment 11 |

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:

* This application does **not** contain confidential or proprietary 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.

***For Applicants using the electronic submission through the Grant Solicitation System***, checking the “I Agree” box and clicking the “I Agree & Submit” button 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 on the [CEC’s solicitation information website](https://www.energy.ca.gov/funding-opportunities/solicitations): 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.

1. **Project Narrative**

The Project Narrative is limited to 20 pages and 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 Full Application Evaluation 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 Narrative must respond directly to each criterion with the headings as titled below, and must include the following information:

1. **Innovation**
   1. Describe the proposed project, including which Project Group it addresses and how the project will accelerate the successful commercial deployment of the proposed innovative technology or business model.
   2. Describe how the proposed project is innovative and provides competitive advantages over conventional and existing charging solutions or business models.
   3. Describe the key indicators that demonstrate the market opportunity for the project to provide a successful, scalable solution that fills a niche for charging solutions in California. Indicators could include but are not limited to: cost of purchase and installation of conventional solutions, demand from customers for EV charging and/or the specific technology or business model, availability of charging, interoperability of conventional solutions, availability of parking, permitting processes, etc.
   4. Describe any innovative network communication standards that will be utilized to promote interoperable solutions, such as Open Charge Point Protocol, Open Automated Demand Response, etc.
   5. Describe the team’s plan for data collection, including what will be collected and how it will be collected.
2. **Project Readiness and Implementation**
   1. If the charging technology or business model within the proposed project has been successfully demonstrated before, describe how, with details, including size or capacity, number of previous installations, location and duration, results, etc. Identify critical barriers to commercial deployment and explain how the proposed project will address and work towards overcoming these barriers.
   2. If the technology or business model within the proposed project has never been successfully demonstrated before, describe how the proposed project will meaningfully move the technology and/or business model forward and incrementally toward commercial deployment.
   3. Describe the team’s approach for executing the proposed project in a successful and timely manner.
   4. Describe the team’s plan for disseminating the data, results, and lessons learned from the project for knowledge advancement.
   5. Describe the team’s approach and plans to work with local utilities, permitting agencies, or other stakeholders.
   6. Describe the support or commitment from outside stakeholders (such as site hosts, project partners, match funding, or others) for the proposed project.
   7. Describe the team’s progress on, or plan for, completing the required permitting.
      1. If permitting has not been completed, Full Applications must include a permitting schedule that ensures successful project completion within the timeframes specified in this solicitation.
   8. Describe the proposed project site and document site and equipment control. Site and equipment control includes, but is not limited to: leases, ownership, or access rights. Applicants must also demonstrate thorough safety, maintenance, and training procedures will be in place.
   9. Describe the team’s approach to address risks, barriers, and limitations that are critical for the success of the project (e.g., loss of demonstration site).
   10. Describe the ability for the project and equipment to operate beyond the term of the funding agreement.
   11. Include information documenting progress towards achieving compliance under the CEQA.
       1. If CEQA compliance has not been obtained, applications must include a schedule to complete CEQA activities for the proposed project, as well as discuss the results of communications or in-person meetings with the Lead Agency. See item 9 below for the requirements for CEQA.
3. **Economic, Social, and Environmental Benefits**
   1. Describe and identify the market segments in California that would be beneficially impacted by the proposed project and the charging technology and/or business model used, including size and penetration or deployment rates. Include any underlying assumptions with documentation.
   2. Describe and quantify the costs associated with the proposed project, using observed data and/or reasonable assumptions. The cost of charging should be calculated using the following formula:

The variables in this equation are defined as:

* Investment requested – Dollar amount of CEC funds requested for the project.
* Power capacity – The sum of the power capacity of each charger that will be deployed.
* Time utilized – The portion of hours per day the charger is used (utilization rate) multiplied by the total number of days the charger is used at that rate during the two designated time periods denoted below.

Please calculate the cost of charging in two ways:

Cost of charging for demonstration project over the data collection period.

For this calculation, Applicants may only use the power capacity (kW) and time utilized (hr) during the duration of the demonstration project when data is collected. For example, if an Applicant requests $2,000,000 and plans to demonstrate ten 150 kW chargers (with an assumed daily utilization rate of 30 percent) and collect data for 12 months, the cost of charging would be:

Cost of charging for demonstration project over the assumed lifetime of the equipment. Applicants must explain how lifetime is determined (e.g., through a warranty).

This calculation is very similar to the scenario above, but instead incorporates the assumed lifetime of the equipment used in the demonstration project.

For example, if the ten chargers used in the above scenario are expected to last 10 years due to a warranty agreement, the Cost of Charging would be:

**Note:**If certain parameters change over the course of the demonstration period or lifetime of the project (e.g., utilization rate, power of equipment), Applicants may use an average weighted by time.

For instance, if we look at the example’s shift from demonstration to commercialization, and assume that the utilization rate is 30 percent for the first 5 years, but then increases to 50 percent for the next 5 years, the cost of charging would be:

*Note:* Please make sure to include the following in your assumptions for these calculations:

* Utilization rate schedule, if it changes over time
* Number of vehicles served per day, and whether this changes over time
  1. Describe how the proposed project makes charging more accessible, particularly to those in rural areas and disadvantaged communities (as described by [CalEnviroScreen 4.0](https://oehha.ca.gov/calenviroscreen/report/calenviroscreen-40), available at https://oehha.ca.gov/calenviroscreen/report/calenviroscreen-40).
  2. Describe how the proposed project will contribute to improving resiliency in the State’s grid and response to extreme weather events and other emergencies.
  3. Describe how the proposed project will educate and engage end users to ensure they understand the technology and/or business model and maximize the effectiveness of the project.
  4. Describe how the proposed project will accelerate the adoption of electric vehicles needed to achieve the State’s transportation goals, particularly in disadvantaged communities, low-income communities, and rural areas.
  5. Describe how the proposed project will provide cost savings to a variety of stakeholders, including drivers, site hosts, and utilities.
  6. Describe and quantify the benefit-cost score of the proposed project, defined as the ratio of grams of CO2 equivalent reduction per dollar of CEC investment. Applicants should state the source of CO2 equivalent reductions resulting from their project as compared to a conventional solution. Examples include, but are not limited to:
* CO2 equivalent reductions from enabling additional electric miles traveled compared to a conventional solution.
* CO2 equivalent reductions from shifting electric vehicle charging to a time of day when the electricity grid’s carbon intensity is lower.
* CO2 equivalent reductions from using renewable energy and/or distributed energy resources to charge electric vehicles.

Please calculate the benefit-cost score in two ways:

1. Benefit-cost score for demonstration project over the data collection period.

Using the same demonstration project from above, assume that the project results in enabling an additional 1,000 electric miles (e-miles) traveled compared to a conventional solution. For simplicity, assume that each e-mile results in 1 kg of CO2 equivalent reductions. The benefit cost score would then be:

1. Benefit-cost score for demonstration project over the assumed lifetime of the equipment.

Using the same demonstration project from above, assume that the project results in dispensing an additional 10,000 e-miles over the course of the 10-year lifetime of the equipment compared to a conventional solution. Assuming each e-mile results in 1 kg of CO2 equivalent reductions. The benefit cost score would then be:

1. **Team Experience, Qualifications, and Resources**
   1. Describe the team’s experience with transportation-related projects.
   2. Describe the team’s qualifications, capabilities, and credentials, and how these are suitable to the tasks described in the proposed Scope of Work.
   3. Describe the facilities, infrastructure, and resources available to the team that will aid in the successful completion of the project.
   4. Describe the team’s history of successfully completing projects and commercializing and/or deploying results/products.
      1. If the description of the team’s history includes a specific project(s) under current or prior agreements with public agreements with public funding (e.g., contract, grant, or loan), the Applicant must submit a Past Performance Reference Form (Attachment 11) for the project(s), even if the team member is not the primary Applicant.
   5. Describe any collaborations with utilities, industries, site hosts, or others, and explain the nature of the collaboration and what each collaborator will contribute.
   6. If Applicant and/or team have received an award(s) from a prior CEC solicitation(s), the Applicant must describe how the requirements of the agreement(s) have been successfully fulfilled or are being successfully fulfilled.
2. **Project Budget**
   1. Describe the need for CEC funding, including an explanation of why the proposed project is not adequately supported by the private sector.
   2. Describe the types and amounts of administrative costs to be incurred.
   3. Describe the team’s approach and ability to control and minimize administrative costs while ensuring effective and successful project implementation.
   4. Describe any committed in-kind or cash support from the team or other organizations.
   5. Describe and discuss known or expected risks or budget contingencies and how they will be addressed.
3. **Scope of Work (Attachment 3)**

Applicants must include a completed Scope of Work utilizing the template contained in Attachment 3. Instructions for completing the Scope of Work as well as a sample are included in Attachment 4. 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 5)**

Applicants must include a completed Schedule of Products and Due Dates. Phase 1 project work must be completed by no later than **March 31, 2026.** Phase 2 project work must be completed by no later than March 31, 2028. These dates are determined by funding liquidation deadlines and may be subject to change. Instructions for the Schedule of Products and Due Dates are included in Attachment 5. Electronic files for the Schedule of Products and Due Dates must be in MS Excel.

1. **Budget Forms (Attachment 6)**
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 6.
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 two (2) Critical Project Review meetings, 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 application. “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 7)**

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

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 Full 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, 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 or representative to confirm their authority to commit matching funds to the proposed project.
  3. **Letters of Support (optional):** 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 8)**

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 required.

1. **Localized Health Impacts Information Form (Attachment 9)**

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 11)**

Applicants must complete and submit a separate Past Performance Reference Form 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.

# VII. Full Application Evaluation Process and Criteria

## Full Application Evaluation

This section explains how the Full Applications will be evaluated.

Full 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 Notice of Proposed Award is confidential.

To evaluate Full Applications, CEC will organize an Evaluation Committee. The Evaluation Committee may consist of CEC staff or staff of other California state entities. Only Applicants with passing Pre-Application Abstracts will be eligible to submit a Full Application.

Applications that are successfully awarded and executed as part of this Phase 1 funding opportunity will be eligible to apply for Phase 2. Evaluation criteria for the Phase 2 funding opportunity will be provided in a solicitation manual at a later date.

* 1. **Full Application Screening Criteria**

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

* 1. **Full Application Administrative Screening Criteria**

| **Full Application ADMINISTRATIVE**  **Screening Criteria**  *The Full Application must pass ALL administrative screening criteria.* | **Pass/Fail** |
| --- | --- |
| 1. The Full 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. The Applicant submitted a Pre-Application Abstract, and the Pre-Application Abstract received a passing score in the NOPAR. | 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.
  5. The Applicant passes the past performance screening criterion.
  6. The Full Application is based on and is consistent with the Pre-Application Abstract receiving a passing score on the NOPAR under this solicitation.
  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(s) 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 experienced 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, the CEC reserves the right to reject a Pre-Application Abstract, Full Application, and/or cancel an award if at any time during the application or agreement process the following circumstances are discovered:

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**

Full Applications passing all Full Application screening criteria will be submitted to the Evaluation Committee to review and score based on the Full Application Evaluation Criteria in this solicitation.

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 Full Application will be the average of the combined scores of all Evaluation Committee members.

**A minimum score of 70 percent (31.5 points) is required for the Innovation scoring criterion and a minimum score of 70 percent (14 points) is required for the Project Readiness and Implementation scoring criterion to be eligible for funding.**

**A minimum overall score of 70 percent (70 points) is required for the Full Application to be eligible for funding.**

The CEC will recommend awards to the highest ranked passing projects (according to final overall Full Application score) within each Project Group described in Section I.G., until available funding under this solicitation has been exhausted. If funding remains available in a Project Group, the CEC will recommend awards to the next highest-ranked projects regardless of Project Group until all available funds under this solicitation are exhausted.

## Notice of Proposed Awards

The results of the evaluation will be posted in a Notice of Proposed Awards (NOPA) and will include (1) the total proposed funding amount; (2) the rank order of Applicants; and (3) the amount of each proposed award. CEC will publish the NOPA on the CEC’s website, and 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. A request for debriefing should be received no later than 15 calendar 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 Full Application 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. |

## Full Application Evaluation Criteria

Full Applications that pass administrative and technical screening will be scored based on the following scoring criteria.

The total score for each Full Application will be the average of the combined score of all Evaluation Committee members. Only Full Applications that receive a 70 percent or higher in both the Innovation and Project Readiness and Implementation criteria, as well as a 70 percent or higher in total overall score will be eligible for CEC funding.

|  |  |
| --- | --- |
| **Full Application Evaluation Criterion** | **Possible Points** |
| **Innovation**  Applications will be evaluated on the degree to which:   * The proposed project accelerates successful commercial deployment of innovative technologies and/or business models principally designated by the Applicant in the specified Project Group. * The proposed project is innovative and provides competitive advantages over conventional and existing charging solutions and/or business models. * Key indicators demonstrate the market opportunity for the proposed project to provide a successful, scalable solution that fills a niche for charging solutions in California. * The proposed project utilizes innovative network communication standards to promote interoperable solutions. * The proposed project produces high-quality data and analyzes it to evaluate the project and opportunities to improve or further deploy the technology and/or business model.   ***NOTE: Full Applications must obtain a minimum passing score of 31.5 points (70 percent) within this evaluation criterion to be eligible for funding.*** | 45 |
| **Project Readiness and Implementation**  Applications will be evaluated on the degree to which:   * The proposed project will address and overcome critical barriers to successful demonstration and/or commercialization. * The proposed project maximizes the dissemination of data, results and lessons learned from the project for knowledge advancement. * The proposed project has an aggressive but achievable schedule for completing all tasks. * The proposed project will work with local utilities, permitting agencies, and/or other stakeholders to ensure the project progresses in a smooth and timely manner. * Support or commitment letters (from site hosts, project partners, match funding, or others) indicate a strong level of support or commitment for the proposed project. * The required permitting for the proposed project has been completed. * The proposed project is prepared to address risks, barriers, and limitations that are critical for project success (e.g., loss of demonstration site). * The proposed project and equipment are expected to operate beyond the term of the CEC’s funding agreement. * The proposed project has documented progress towards achieving compliance under CEQA. * The Scope of Work is complete and demonstrates a clear path to successful implementation of the proposed project. * The proposed project is prepared to demonstrate a complete system under real operating conditions during the term of the CEC’s funding agreement AND to ensure that charger uptime for each charger installed in the project is at least 97 percent for each year for six years after beginning operation. * The Applicant has conducted due diligence on the viability of the selected site(s), including consistency with local land use regulations, planning documents, leases, ownership, access rights. * The Applicant can demonstrate that thorough safety, maintenance, and training procedures will be in place.   ***NOTE: Full Applications must obtain a minimum passing score of 14 points (70 percent) within this evaluation criterion to be eligible for funding.*** | 20 |
| **Economic, Social, and Environmental Benefits**  Applications will be evaluated on the degree to which:   * The proposed project positively impacts market segments in California. * The proposed project results in a low cost of charging (in $/kWh) and the assumptions utilized are documented and reasonable. * The proposed project makes charging more accessible to rural areas, and disadvantaged communities. * The project will benefit disadvantaged communities and workers within disadvantaged communities in accordance with CalEnviroScreen 4.0. * The proposed project improves the resiliency of California’s grid and response to extreme weather events and other emergencies, if applicable. * The proposed project educates and engages end users to ensure the technology and/or business model is understood and maximized in its effectiveness. * The proposed project will accelerate the adoption of EVs needed to achieve the State’s transportation goals. * The proposed project will provide cost savings to a variety of stakeholders, including drivers, site hosts, and utilities. * The proposed project results in a higher benefit-cost score in terms of CO2-equivalent reduced (in tons) per dollar of CEC investment for the proposed project term. | 15 |
| **Team Experience, Qualifications, and Resources**  Applications will be evaluated on the degree to which:   * The team has experience with transportation-related projects. * The qualifications, experience, capabilities, and credentials of the key team members are suitable to the tasks described in the proposed Scope of Work and will lead to the successful completion of the project. * The facilities, infrastructure, and resources available to the team will aid in the successful completion of the project. * The proposed project incorporates collaborations with utilities, industries, site hosts, or others that will lead to the successful completion of the project. * 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:   1. Adherence to schedule and due dates.   2. Effective and timely issue resolution.   3. Quality of deliverables.   4. Objectives of past projects have been attained.   5. Honest, timely, and professional communication with staff from the funding entity.   6. Effective coordination with project partners, subcontractors, and other stakeholders.   7. Timely and accurate invoicing. | 10 |
| **Project Budget**  Applications will be evaluated on the degree to which:   * The proposed project demonstrates the need for CEC funding. * The proposed project budget is justifiable and reasonable relative to the project goals, objectives, and tasks. * The proposed project minimizes administrative and overhead costs for reimbursement. * The proposed match funding commitments are documented, verifiable, and necessary to support the successful completion of the project. * Describe and discuss known or expected risks or budget contingencies and how they will be addressed. | 10 |
| **Total Possible Points** | **100** |
| **Minimum Passing Score (70%)** | **70** |

## Tie Breakers

If the score for two or more Full Applications are tied, the application with a higher score in the Innovation criterion will be ranked higher. If still tied, the application with a higher score in the Project Readiness and Implementation criterion will be ranked higher. If still tied, an objective tiebreaker (such as a random drawing) will be utilized.

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# Administration

## Definition of Key Words

Important definitions for this solicitation are presented below:

|  |  |
| --- | --- |
| **Word/Term** | **Definition** |
| AB | Assembly Bill |
| ADA | Americans with Disabilities Act |
| Applicant | Respondent to this solicitation |
| Application | Formal written response to this document from Applicant |
| Authorized Representative | Authorized Representative, the person signing the application form who has authority to enter into an agreement with the CEC. |
| CAM | Commission Agreement Manager |
| CAO | Commission Agreement Officer |
| CEC | California Energy Commission |
| CEQA | California Environmental Quality Act |
| Clean Transportation Program | Formerly known as the Alternative and Renewable Fuel and Vehicle Technology Program |
| CO2 | Carbon Dioxide |
| DER | Distributed Energy Resources |
| Disadvantaged Community | These are communities in the top 25 percent scoring areas from CalEnviroScreen 4.0 along with other areas with high amounts of pollution and low populations.  (https://oehha.ca.gov/calenviroscreen/report/calenviroscreen-40) |
| EV | Electric Vehicle |
| EVSE | Electric Vehicle Supply Equipment |
| EVSP | Electric Vehicle Service Provider |
| GAAP | Generally Accepted Accounting Principles |
| GFO | Grant Funding Opportunity (may be used interchangeably with “solicitation”) |
| kW | Kilowatt |
| kWh | Kilowatt-hour |
| Low-Income Community | *Low-income Communities* are defined as communities within census tracts with median household incomes at or below 80 percent of the statewide median income or the applicable low-income threshold listed in the state income limits updated by the Department of Housing and Community Development. (https://www.hcd.ca.gov/state-and-federal-income) |
| MD/HD | Medium- and Heavy-Duty |
| NOPA | Notice of Proposed Award |
| NOPAR | Notice of Pre-Application Abstract Results |
| Project Partner | An entity or individual that contributes financially or otherwise to the project (e.g., match funding, provision of a test, demonstration or deployment site), and does not receive CEC funds. |
| Recipient | An entity receiving an award under this solicitation. |
| Solicitation | Refers to this entire solicitation document and all its attachments, exhibits, any addendum and written notices, and questions and answers (may be used interchangeably with “grant funding opportunity”). |
| State | State of California |
| V2G | Vehicle-to-Grid |
| V2X | Vehicle-to-Everything |
| ZEV | Zero-Emission Vehicle |

## 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, the CEC reserves the right 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 [CEC’s solicitation information website](http://www.energy.ca.gov/funding-opportunities/solicitations) at 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 should immediately notify the 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. The 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

The CEC may waive any immaterial defect or deviation contained in an Applicant’s application. The CEC’s waiver shall in no way modify the application or excuse the successful Applicant from full compliance.

## 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 must take the responsibility to carefully read the entire solicitation, ask appropriate questions in a timely manner, submit all required responses in a complete manner by the required date and time, and make 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.

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

The 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 the CEC and designating an authorized representative to sign.

The 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, the CEC will fully execute the agreement. Recipients are approved to begin the project only after full execution of the agreement.

## No Agreement Until Signed and Approved

No agreement between the 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 representative.

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

## Executive Order N-6-22 – Russia Sanctions

On March 4, 2022, Governor Gavin Newsom issued Executive Order N-6-22 (the EO) regarding Economic Sanctions against Russia and Russian entities and   
individuals. “Economic Sanctions” refers to sanctions imposed by the U.S.   
government in response to Russia’s actions in Ukraine, as well as any sanctions   
imposed under state law. By submitting a bid or proposal, Applicant represents   
that it is not a target of Economic Sanctions. Should the State determine   
Applicant is a target of Economic Sanctions or is conducting prohibited   
transactions with sanctioned individuals or entities, that shall be grounds for   
rejection of the Applicant’s bid/proposal any time prior to agreement execution, or, if determined after agreement execution, shall be grounds for termination by the State.

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