

**GRANT REQUEST FORM (GRF)**

CEC-270 (Revised 10/2015)

CALIFORNIA ENERGY COMMISSION

New Agreement ARV-16-005 (To be completed by CGL Office)

Division	Agreement Manager:	MS-	Phone
600 Fuels and Transportation Division	Brian Fauble	6	916-654-3974

Recipient's Legal Name	Federal ID Number
ChargePoint, Inc.	26-1080576

Title of Project
California's Interregional Express Corridors

Term and Amount	Start Date	End Date	Amount
	12 / 14 / 2016	8 / 31 / 2019	\$ 9,270,141

**Business Meeting Information**
 ARFVTP agreements \$75K and under delegated to Executive Director.

Proposed Business Meeting Date	12 / 14 / 2016	<input type="checkbox"/> Consent	<input checked="" type="checkbox"/> Discussion
Business Meeting Presenter	Brian Fauble	Time Needed:	5 minutes

Please select one list serve. Altfuels (AB118- ARFVTP)

**Agenda Item Subject and Description**

Proposed resolution approving Agreement ARV-16-005 with ChargePoint, Inc. for a \$9,270,141 grant to install direct current fast charging stations with both CHAdeMO and SAE CCS standard connectors, as well as level 2 charging stations at sites along I-15: North of Victorville to West of Nevada, SR-101: South of Oregon to Garberville, I-10: Beaumont to Blythe, SR-101: Leggett to North of Santa Rosa, I-80: Auburn to West of Nevada, US-50: Placerville to South Lake Tahoe, SR-14: East of Santa Clarita to Inyokern, SR-58: East of Bakersfield to Lenwood, SR-152: SR-99 to East of Gilroy, SR-120: Oakdale to Yosemite, SR-12: Fairfield to Lodi, I-505: Vacaville to Dunnigan, SR-49: Auburn to Grass Valley, and I-205/I-580: Ulmar to Tracy. These electric vehicle charging stations will now allow electric vehicle drivers to travel the entire length of each corridor with an increased confidence in their vehicle's range capability and quick re-charging capabilities.

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

- Is Agreement considered a "Project" under CEQA?
    - Yes (skip to question 2)  No (complete the following (PRC 21065 and 14 CCR 15378)):
    - Explain why Agreement is not considered a "Project":
    - Agreement will not cause direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment because .
  - If Agreement is considered a "Project" under CEQA:
    - a) Agreement **IS** exempt. (Attach draft NOE)
      - Statutory Exemption. List PRC and/or CCR section number:
      - Categorical Exemption. List CCR section number: §15301 "Existing Facilities", §15303 "New Construction or Conversion of Small Structures", §15304 "Minor Alterations to Land"
      - Common Sense Exemption. 14 CCR 15061 (b) (3)
      - Explain reason why Agreement is exempt under the above section:
      - Please see attached
    - b) Agreement **IS NOT** exempt. (Consult with the legal office to determine next steps.)
- Check all that apply
- |   |   |
|---|---|
| <input type="checkbox"/> Initial Study                  | <input type="checkbox"/> Environmental Impact Report            |
| <input type="checkbox"/> Negative Declaration           | <input type="checkbox"/> Statement of Overriding Considerations |
| <input type="checkbox"/> Mitigated Negative Declaration |   |

**List all subcontractors (major and minor) and equipment vendors: (attach additional sheets as necessary)**

Legal Company Name:	Budget
Please see attached	\$
	\$
	\$

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

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CALIFORNIA ENERGY COMMISSION



Legal Company Name:

**Budget Information**

Funding Source	Funding Year of Appropriation	Budget List No.	Amount
ARFVTP	15/16	601.118H	\$9,270,141
Funding Source			\$
Funding Source			\$
Funding Source			\$
Funding Source			\$
R&D Program Area:	Select Program Area	TOTAL:	\$9,270,141
Explanation for "Other" selection			
Reimbursement Contract #:		Federal Agreement #:	

Recipient's Administrator/ Officer				Recipient's Project Manager			
Name:	John Schott			Name:	Lakshmi (Munni) Krishna		
Address:	254 East Hacienda Avenue			Address:	254 East Hacienda Avenue		
City, State, Zip:	Campbell, CA 95008			City, State, Zip:	Campbell, CA 95008		
Phone:	408-841-4500	Fax:	- -	Phone:	408-841-4500	Fax:	- -
E-Mail:	munni.krishna@chargepoint.com			E-Mail:	john.schott@chargepoint.com		

**Selection Process Used**

<input checked="" type="checkbox"/> Competitive Solicitation	Solicitation #:	GFO-15-603
<input type="checkbox"/> First Come First Served Solicitation		

**The following items should be attached to this GRF**

1. Exhibit A, Scope of Work	<input checked="" type="checkbox"/>	Attached
2. Exhibit B, Budget Detail	<input checked="" type="checkbox"/>	Attached
3. CEC 105, Questionnaire for Identifying Conflicts	<input checked="" type="checkbox"/>	Attached
4. Recipient Resolution	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Attached
5. CEQA Documentation	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Attached

_____ Agreement Manager	_____ Date	_____ Office Manager	_____ Date	_____ Deputy Director	_____ Date
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# GRANT AMENDMENT REQUEST FORM ATTACHMENT

CEC-270 Attachment

Original Agreement: ARV-16-005 Amendment #: \_\_\_\_\_

## Recipient's Legal Name:

ChargePoint, Inc.

## List all subcontractors (major and minor) and equipment vendors:

Legal Company Name:	Budget
Conti Corporation dba Conti MEP Corporation	\$3,133,238 CEC and \$438,973 Match
The Grant Farm, Inc.	\$98,500 CEC and \$98,500 Match
Briar Patch	\$0.00 CEC and \$42,670 Match
Redwood Coast Energy Authority	\$5,000 CEC and \$0.00 Match
Pacific Utility	\$70,9000 CEC and \$0.00 Match
Bronco Communications	\$74,000 CEC and \$0.00 Match
Precision Directional Boring	\$83,400 CEC and \$0.00 Match
Empire	\$72,000 CEC and \$0.00 Match

## List all key partners

Legal Company Name:

## **ARV-16-005 California's Interregional Express Corridors**

Cal. Code Regs., tit. 14, sec. 15301 provides that projects which consist of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, and which involve negligible or no expansion of use beyond that existing at the time of the lead agency's determination, are categorically exempt from the provisions of the California Environmental Quality Act. This project involves installation of 98 electric vehicle direct current fast charging stations and 54 level 2 electric vehicle charging stations at 54 existing facilities. Specifically, the fast charging equipment to be installed is approximately the size of a payphone and the level two charging equipment is approximately the size of a parking meter. The existing facilities include 20 retail stores, 14 gas stations, 12 hotels/casinos/inns, 5 restaurants, 2 parking lots/garages, and 1 museum, all commercially zoned to serve the public. At all 54 existing sites, the electric vehicle charging stations will be installed on existing paved parking lots and connect to existing electrical panels. Therefore, the project falls within section 15301 and will not have a significant effect on the environment.

Cal. Code Regs., tit. 14, sec. 15303 provides that projects which consist of construction and location of limited numbers of new, small facilities or structures; installation of small new equipment and facilities in small structures; and the conversion of existing small structures from one use to another where only minor modifications are made in the exterior of the structure, are categorically exempt from the provisions of CEQA. This project consists of installation of new small equipment to the existing sites. Specifically, the fast charging equipment to be installed is approximately the size of a pay phone and the level two charging equipment is the size of a parking meter. All the equipment will be installed in existing, paved parking lots. Therefore, the project falls within section 15303 and will not have a significant effect on the environment.

Cal. Code Regs., tit. 14, sect. 15304 provides that projects which consist of minor public or private alterations in the condition of land, water, and/or vegetation which do not involve removal of healthy, mature, scenic trees except for forestry and agricultural purposes are categorically exempt from the provisions of CEQA. In this project, only minor trenching will be necessary to lay two-inch conduit from the existing electrical panel to the charging equipment, totaling approximately 2 cubic feet per foot of distance from the electrical panel, to connect the proposed new electric vehicle charging station equipment to an existing electrical supply panel. The trenching will take place on currently paved ground, will not involve the removal of any trees, and surface will be restored. Therefore, the project falls within section 15304 and will not have a significant effect on the environment.

## Exhibit A SCOPE OF WORK

### TECHNICAL TASK LIST

Task #	CPR Meeting	Task Name
1		Administration
2	<b>X</b>	Pre-Construction and Engineering
3	<b>X</b>	Site Preparation and Equipment Installation
4		Operations and Maintenance
5		Workforce Training
6		Community Outreach and Marketing
7		Data Collection and Analysis

### GLOSSARY

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

Term/ Acronym	Definition
AB	Assembly Bill
ADA	Americans with Disabilities Act
ARFVTP	Alternative and Renewable Fuel and Vehicle Technology Program
CAM	Commission Agreement Manager
CCS	Combined Charging System
CHAdEMO	CHAdEMO is the trade name of a quick charging method for battery electric vehicles delivering up to 62.5 kW of high-voltage direct current via a special electrical connector
CPR	Critical Project Review
Project Corridors	Corridors identified in the solicitation that are allowable sections for installations, including; I-15: North of Victorville to West of Nevada, SR-101: South of Oregon to Garberville, I-10: Beaumont to Blythe, SR-101: Leggett to North of Santa Rosa, I-80: Auburn to West of Nevada, US-50: Placerville to South Lake Tahoe, SR-14: East of Santa Clarita to Inyokern, SR-58: East of Bakersfield to Lenwood, SR-152: SR-99 to East of Gilroy, SR-120: Oakdale to Yosemite, SR-12: Fairfield to Lodi, I-505: Vacaville to Dunnigan, SR-49: Auburn to Grass Valley, I-205/I-580: Ulmar to Tracy
DC	Direct Current
Energy Commission	California Energy Commission
EV	Electric Vehicle
FTD	Fuels and Transportation Division

<b>Term/ Acronym</b>	<b>Definition</b>
GFO	Grant Funding Opportunity
kW	Kilowatt
kWh	Kilowatt-hour
Recipient	ChargePoint, Inc.
SAE	Society of Automotive Engineers

### **Background**

Assembly Bill (AB) 118 (Núñez, Chapter 750, Statutes of 2007), created the Alternative and Renewable Fuel and Vehicle Technology Program (ARFVTP). The statute authorizes the California Energy Commission (Energy Commission) to develop and deploy alternative and renewable fuels and advanced transportation technologies to help attain the state’s climate change policies. AB 8 (Perea, Chapter 401, Statutes of 2013) re-authorized the ARFVTP through January 1, 2024, and specified that the California Energy Commission (Energy Commission) 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 ARFVTP has an annual budget of approximately \$100 million and provides financial support for projects that:

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

The Energy Commission issued solicitation Grant Funding Opportunity (GFO)-15-603 to fund projects that will install Direct Current (DC) fast charging stations on corridors that facilitate travel within California as well as to and from Nevada, Arizona, and the Oregon borders. To be eligible for funding under GFO-15-603, the projects must also be consistent with the Energy Commission’s ARFVTP Investment Plan updated annually. In response to GFO-15-603, ChargePoint, Inc. (Recipient) submitted application numbers 10, 11, 12, 13, 14, 15, 16, 18, 19, 20, 21, 30, 31, 32, and 33 which were proposed for funding in the Energy Commission’s Notice of Proposed Awards on October 10, 2016. Recipient’s applications numbers 10, 11, 12, 13, 14, 15, 16, 18, 19, 20, 21, 30, 31, 32, and 33 and GFO-15-603 are hereby incorporated by reference into this Agreement in their entirety.

In the event of any conflict or inconsistency between the terms of the Solicitation and the terms of the Recipient’s Application, the Solicitation shall control. In the event of any conflict or

inconsistency between the Recipient's Application and the terms of the Energy Commission's Award, the Commission's Award shall control. Similarly, in the event of any conflict or inconsistency between the terms of this Agreement and the Recipient's Application, the terms of this Agreement shall control.

**Problem Statement:**

One of the most important strategies encouraging the widespread adoption of the Electric Vehicle (EV) by the general public is the deployment of an extensive charging infrastructure, particularly along California's high-visibility highway corridors, including the corridors identified in the solicitation that are allowable sections for installations, including; I-15: North of Victorville to West of Nevada, SR-101: South of Oregon to Garberville, I-10: Beaumont to Blythe, SR-101: Leggett to North of Santa Rosa, I-80: Auburn to West of Nevada, US-50: Placerville to South Lake Tahoe, SR-14: East of Santa Clarita to Inyokern, SR-58: East of Bakersfield to Lenwood, SR-152: SR-99 to East of Gilroy, SR-120: Oakdale to Yosemite, SR-12: Fairfield to Lodi, I-505: Vacaville to Dunnigan, SR-49: Auburn to Grass Valley, and I-205/I-580: Ulmar to Tracy (Project Corridors). In late 2015, the Energy Commission released a grant funding opportunity (GFO-15-601) to install Direct Current (DC) fast chargers on multiple corridors stretching from the Oregon border to the Mexico border as well to Nevada and Arizona. Many areas of California still possess significant gaps in EV charging infrastructure. These gaps add to the principal market barriers that continue to hinder the widespread adoption of EVs among consumers such as range anxiety, unfamiliarity with EVs and EV charging infrastructure.

**Goals of the Agreement:**

The goal of this agreement is to provide easy public access to DC fast charging and level 2 charging stations along the Project Corridors to allow EV drivers to travel the entire length of each corridor.

**Objectives of the Agreement:**

The operational objectives are to:

- Install, at each of 54 sites along the Project Corridors:
  - At least one networked, 50-kW minimum DC fast charge station with both CHAdeMO and Society of Automotive Engineers (SAE) Combined Charging System (CCS) connectors
  - One networked, dual-port J1772-compliant Level-2 charger
  - At least one expansion stub outs that will include at least 2-inch minimum spare conduit run with pull robe that is sized, installed, and located per the National Electrical Code for future installation of wiring supporting up to a 480 Volt (V) Alternating Current (AC), 4-wire, 125 kilowatt (kW) load
  - Lighting
  - Security monitoring equipment
  - Signage
- Operate each of the installed charging stations for a minimum of five years after commissioning.
- Provide maintenance and support for the installed charging stations through a five-year warranty and maintenance program that includes covering vandalism.

## **TASK 1 ADMINISTRATION**

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

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

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

- Attend a “Kick-Off” meeting with the CAM, the Commission Agreement Officer (CAO), and a representative of the Energy Commission Accounting Office. The Recipient shall bring their Project Manager, Agreement Administrator, Accounting Officer, and any others determined necessary by the Recipient or specifically requested by the CAM to this meeting.
- Discuss the following administrative and technical aspects of this Agreement:
  - Agreement Terms and Conditions
  - Critical Project Review (Task 1.2)
  - Match fund documentation (Task 1.6) No reimbursable work may be done until this documentation is in place.
  - Permit documentation (Task 1.7)
  - Subcontracts needed to carry out project (Task 1.8)
  - The CAM’s expectations for accomplishing tasks described in the Scope of Work
  - An updated Schedule of Products and Due Dates
  - Monthly Progress Reports (Task 1.4)
  - Technical Products (Product Guidelines located in Section 5 of the Terms and Conditions)
  - Final Report (Task 1.5)

#### **Recipient Products:**

- Updated Schedule of Products
- Updated List of Match Funds
- Updated List of Permits

#### **CAM Product:**

- Kick-Off Meeting Agenda

### **Task 1.2 Critical Project Review (CPR) Meetings**

CPRs provide the opportunity for frank discussions between the Energy Commission and the Recipient. The goal of this task is to determine if the project should continue to receive Energy Commission funding to complete this Agreement and to identify any needed modifications to the tasks, products, schedule or budget.

The CAM may schedule CPR meetings as necessary, and meeting costs will be borne by the Recipient.

**Two CPR Meetings are scheduled to be held. The first is scheduled during Task 2 and the second is during Task 3 and additional CPR meetings may be scheduled if necessary**

Meeting participants include the CAM and the Recipient and may include the CAO, the Fuels and Transportation Division (FTD) program lead, other Energy Commission staff and



Management as well as other individuals selected by the CAM to provide support to the Energy Commission.

**The CAM shall:**

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

**The Recipient shall:**

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

**CAM Products:**

- Agenda and a list of expected participants
- Schedule for written determination
- Written determination

**Recipient Product:**

- CPR Report(s)

**Task 1.3 Final Meeting**

The goal of this task is to closeout this Agreement.

**The Recipient shall:**

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

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

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

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

- What to do with any equipment purchased with Energy Commission funds (Options)
  - Energy Commission's request for specific "generated" data (not already provided in Agreement products)
  - Need to document Recipient's disclosure of "subject inventions" developed under the Agreement
  - "Surviving" Agreement provisions
  - Final invoicing and release of retention
- Prepare a schedule for completing the closeout activities for this Agreement.

**Products:**

- Written documentation of meeting agreements
- Schedule for completing closeout activities

**Task 1.4 Monthly Progress Reports**

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

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

**The Recipient shall:**

- Prepare a Monthly Progress Report which summarizes all Agreement activities conducted by the Recipient for the reporting period, including an assessment of the ability to complete the Agreement within the current budget and any anticipated cost overruns. Each progress report is due to the CAM within 10 days of the end of the reporting period. The recommended specifications for each progress report are contained in Section 6 of the Terms and Conditions of this Agreement.
- In the first Monthly Progress Report and first invoice, document and verify match expenditures and provide a synopsis of project progress, if match funds have

been expended or if work funded with match share has occurred after the notice of proposed award but before execution of the grant agreement. If no match funds have been expended or if no work funded with match share has occurred before execution, then state this in the report. All pre-execution match expenditures must conform to the requirements in the Terms and Conditions of this Agreement.

**Product:**

- Monthly Progress Reports

**Task 1.5 Final Report**

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

The objectives of the Final Report are to clearly and completely describe the project's purpose, approach, activities performed, results, and advancements in science and technology; to present a public assessment of the success of the project as measured by the degree to which goals and objectives were achieved; to make insightful observations based on results obtained; to draw conclusions; and to make recommendations for further projects and improvements to the FTD project management processes.

The Final Report shall be a public document. If the Recipient has obtained confidential status from the Energy Commission and will be preparing a confidential version of the Final Report as well, the Recipient shall perform the following activities for both the public and confidential versions of the Final Report.

**The Recipient shall:**

- Prepare an Outline of the Final Report, if requested by the CAM.
- Prepare a Final Report following the latest version of the Final Report guidelines which will be provided by the CAM. The CAM shall provide written comments on the Draft Final Report within fifteen (15) working days of receipt. The Final Report must be completed at least 60 days before the end of the Agreement Term.
- Submit one bound copy of the Final Report with the final invoice.

**Products:**

- Outline of the Final Report, if requested
- Draft Final Report
- Final Report

**Task 1.6 Identify and Obtain Matching Funds**

The goal of this task is to ensure that the match funds planned for this Agreement are obtained for and applied to this Agreement during the term of this Agreement.

The costs to obtain and document match fund commitments are not reimbursable through this Agreement. Although the Energy Commission budget for this task will be zero dollars, the Recipient may utilize match funds for this task. Match funds shall be spent concurrently or in advance of Energy Commission funds for each task during the term of this Agreement. Match funds must be identified in writing and the associated commitments obtained before the

Recipient can incur any costs for which the Recipient will request reimbursement.

**The Recipient shall:**

- Prepare a letter documenting the match funding committed to this Agreement and submit it to the CAM at least 2 working days prior to the kick-off meeting. If no match funds were part of the proposal that led to the Energy Commission awarding this Agreement and none have been identified at the time this Agreement starts, then state such in the letter. If match funds were a part of the proposal that led to the Energy Commission awarding this Agreement, then provide in the letter a list of the match funds that identifies the:
  - Amount of each cash match fund, its source, including a contact name, address and telephone number and the task(s) to which the match funds will be applied.
  - Amount of each in-kind contribution, a description, documented market or book value, and its source, including a contact name, address and telephone number and the task(s) to which the match funds will be applied. If the in-kind contribution is equipment or other tangible or real property, the Recipient shall identify its owner and provide a contact name, address and telephone number, and the address where the property is located.
- Provide a copy of the letter of commitment from an authorized representative of each source of cash match funding or in-kind contributions that these funds or contributions have been secured. For match funds provided by a grant a copy of the executed grant shall be submitted in place of a letter of commitment.
- Discuss match funds and the implications to the Agreement if they are reduced or not obtained as committed, at the kick-off meeting. If applicable, match funds will be included as a line item in the progress reports and will be a topic at CPR meetings.
- Provide the appropriate information to the CAM if during the course of the Agreement additional match funds are received.
- Notify the CAM within 10 days if during the course of the Agreement existing match funds are reduced. Reduction in match funds must be approved through a formal amendment to the Agreement and may trigger an additional CPR meeting.

**Products:**

- A letter regarding match funds or stating that no match funds are provided
- Copy(ies) of each match fund commitment letter(s) (if applicable)
- Letter(s) for new match funds (if applicable)
- Letter that match funds were reduced (if applicable)

**Task 1.7 Identify and Obtain Required Permits**

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

Permit costs and the expenses associated with obtaining permits are not reimbursable under this Agreement. Although the Energy Commission budget for this task will be zero dollars, the Recipient shall budget match funds for any expected expenditures associated with obtaining permits. Permits must be identified in writing and obtained before the Recipient can make any expenditure for which a permit is required.

**The Recipient shall:**

- Prepare a letter documenting the permits required to conduct this Agreement and submit it to the CAM at least 2 working days prior to the kick-off meeting. If there are no permits required at the start of this Agreement, then state such in the letter. If it is known at the beginning of the Agreement that permits will be required during the course of the Agreement, provide in the letter:
  - A list of the permits that identifies the:
    - Type of permit
    - Name, address and telephone number of the permitting jurisdictions or lead agencies
  - The schedule the Recipient will follow in applying for and obtaining these permits.
- Discuss the list of permits and the schedule for obtaining them at the kick-off meeting and develop a timetable for submitting the updated list, schedule and the copies of the permits. The implications to the Agreement if the permits are not obtained in a timely fashion or are denied will also be discussed. If applicable, permits will be included as a line item in the Progress Reports and will be a topic at CPR meetings.
- If during the course of the Agreement additional permits become necessary, provide the appropriate information on each permit and an updated schedule to the CAM.
- As permits are obtained, send a copy of each approved permit to the CAM.
- If during the course of the Agreement permits are not obtained on time or are denied, notify the CAM within 5 working days. Either of these events may trigger an additional CPR.

**Products:**

- Letter documenting the permits or stating that no permits are required
- A copy of each approved permit (if applicable)
- Updated list of permits as they change during the term of the Agreement (if applicable)
- Updated schedule for acquiring permits as changes occur during the term of the Agreement (if applicable)
- A copy of each final approved permit (if applicable)

**Task 1.8 Obtain and Execute Subcontracts**

The goal of this task is to ensure quality products and to procure subcontractors required to carry out the tasks under this Agreement consistent with the Agreement Terms and Conditions and the Recipient's own procurement policies and procedures. It will also provide the Energy Commission an opportunity to review the subcontracts to ensure that the tasks are consistent with this Agreement, and that the budgeted expenditures are reasonable and consistent with applicable cost principles.

**The Recipient shall:**

- Manage and coordinate subcontractor activities.
- Submit a draft of each subcontract required to conduct the work under this Agreement to the CAM for review.
- Submit a final copy of the executed subcontract.
- If Recipient decides to add new subcontractors, then the Recipient shall notify the CAM.

**Products:**

- Draft subcontracts
- Final subcontracts

**TECHNICAL TASKS****TASK 2 PRE-CONSTRUCTION AND ENGINEERING**

The goal of this task is to coordinate pre-construction and installation activities among all project subcontractors and other project participants for each of the following 54 sites. The 54 charging sites are:

	<b>Site Location</b>	<b>Dual Standard DC Fast Charger</b>	<b>Dual Port J1772 Station</b>	<b>Stub-out</b>
1.	16868 Stoddard Wells Road, Victorville, CA 92394	2	1	2
2.	1611 E. Main Street, Barstow, CA 92311	2	1	2
3.	40873 Sunrise Canyon Road, Yermo, CA 92398	2	1	2
4.	72363 Baker Boulevard, Baker CA 92309	4	1	2
5.	65845 Cima Road, Nipton, CA 92364	2	1	2
6.	350 North Indian Road, Smith River, CA 95567	1	1	2
7.	655 US-101, Crescent City, CA 95531	1	1	2
8.	171 Klamath Boulevard, CA 95548	2	1	2
9.	4701 Valley W. Boulevard, Arcata, CA 95521	2	1	2
10.	11 Bear Paws Way, Loleta, CA 95551	2	1	2
11.	705 US-101, Garberville, CA 95542	2	1	2
12.	1540 E. 2 <sup>nd</sup> Street Beaumont, CA 92223	2	1	2
13.	42625 Jackson Street, Indio, CA 92203	2	1	2
14.	62450 Chiriaco Road, Indio, CA 92201	4	1	2
15.	850 W. Hobson Way, Blythe, CA 92225	2	1	2
16.	69501 US-101, Leggett, CA 95585	1	1	2
17.	45020 US-101, Laytonville, CA 95454	2	1	2
18.	1355 South Main Street, Willits, CA 95490	2	1	2
19.	115 East 2 <sup>nd</sup> Street, Cloverdale, CA 95425	2	1	2
20.	1345 Healdsburg Avenue, Healdsburg, CA 95548	2	1	2
21.	13358 Lincoln Way, Auburn, CA 95607	2	1	2
22.	400 South Canyon Street, Colfax, CA 95713	2	1	2
23.	25 Canyon Creek Road, Dutch Flat, CA 95714	2	1	2
24.	90 Cisco Road, Soda Springs, CA 95728	2	1	2
25.	10527 Cold Stream Road, Truckee, CA 96161	2	1	2

26.	1200 Broadway, Placerville, CA 95667	2	1	1
27.	6529 Pony Express Trail, Pollock Pines, CA 95726	1	1	1
28.	17510 US-50, Kyburz, CA 95720	1	1	1
29.	1001 Heavenly Village Way, South Lake Tahoe, CA 96150	2	1	1
30.	49901 Hwy 14, Inyokern, CA 93527	1	1	2
31.	15668 Sierra Hwy, Mojave, CA 93501	1	1	2
32.	2301 West Lancaster Boulevard, Lancaster, CA 93536	2	1	2
33.	19105 Golden Valley Road, Santa Clarita, CA 91387	2	1	2
34.	5037 East Brundage Lane, Bakersfield, Ca 93307	2	1	2
35.	500 Steuber Road, Tehachapi, CA 93561	1	1	2
36.	15900 Sierra Hwy, Mojave, CA 93501	2	1	2
37.	5852 CA-58, Boron, CA 93516	1	1	2
38.	140 South 15 <sup>th</sup> Street, Chowchilla, CA 93610	1	1	2
39.	1405 West Pachecho Boulevard, Los Banos, CA, 93635	2	1	2
40.	10021 Pachecho Pass Highway, Hollister, CA 95023	2	1	2
41.	10040 CA-120, Oakdale, CA 95361	2	1	2
42.	18990 CA-120, Groveland, CA 95321	2	1	2
43.	34001 Highway 120, Groveland, CA 95321	1	1	2
44.	40530 CA-41, Oakhurst, CA 93644	2	1	2
45.	7663 North Blackstone Avenue, Fresno, CA 93720	2	1	2
46.	44 North 19 ½ Avenue, Lemoore, CA 93245	1	1	2
47.	2059 Cadebasso Drive, Fairfield, CA 94533	2	1	2
48.	300 California 12, Rio Vista, CA 94571	1	1	2
49.	2355 West Kettleman Lane, Lodi, CA 95242	2	1	2
50.	130 Browns Valley Parkway, Vacaville, CA 95688	2	1	2
51.	4040 County Road 89, Dunnigan, CA 95937	1	1	2
52.	2700 Bell Road, Auburn, CA 95603	2	1	2
53.	290 Sierra College Boulevard, Grass Valley, CA 95945	2	1	2
54.	3010 West Grant Line Road, Tracy, CA 95304	2	1	2
<b>Total:</b>		<b>98</b>	<b>54</b>	<b>104</b>

**Site Changes:** Any change of one or more of the above identified charging stations sites to a new or different proposed site must be effectuated through a contract amendment.

**[A CPR meeting is scheduled to be held during this task.]**

**The Recipient shall:**

- Finalize site host agreements for each of the 54 sites.
- Prepare and submit to the CAM a Site Assessment of each of the 54 sites, which shall include but not be limited to:

- Evaluating site electrical capacity, including utility interconnection, service drop, transformer sizing, service activation, and billing procedures;
- Confirming optimal positioning for best visibility, safety, and minimization of install costs;
- Assuring wireless communication suitability;
- Determining utility requirements and general arrangement of units for optimal usage convenience and safety;
- As needed, perform site survey to ensure that installation of charging equipment and associated infrastructure falls within the Site Host's land boundaries and does not fall within right-of-ways or easements.
- Finalize and submit Site Drawings and Installation Plan for each of the 54 sites.
- Procure all required equipment for installation.
- Procure all necessary materials for construction.
- Verify safety, shelter, access, American with Disabilities Act (ADA), signage and lighting requirements are met.
- Coordinate site project kick-off meeting with host, suppliers, subcontractors and local authority having jurisdiction for each of the 54 sites.
- Meet with project partners to track and evaluate project progress, goals, barriers, and project approach.
- Inform Caltrans of intent to install stations at each of the 54 sites.
- Prepare and submit to the CAM a Written Notification of Readiness to Begin Installation that declares each site is completed with preconstruction and engineering activities and ready to move forward with the installations.

**Products:**

- Agreements with Site Hosts
- Site Assessments
- Site Drawings and Installation Plans
- Written Notification of Readiness to Begin Installation

**TASK 3 SITE PREPARATION & EQUIPMENT INSTALLATION**

The goal of Task 2.2 is to conduct site preparation and equipment installation of the networked chargers and expansion stub-outs wiring for each of the 54 sites

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

**The Recipient shall:**

- Utilize the Site Assessments (Task 2) to prepare each of the 54 sites for installations.
- Utilize Site Drawings and Installation Plans (Task 2) for each of the 54 charging sites to install the charging stations.
- Inform Caltrans of installation schedule to initiate preparation of highway signage.
- Install at each of the 54 sites charging equipment that meets the following specifications:
  - Sited and provisioned for public use in safe locations with 24/7 access, adequate lighting, shelter, signage, and ADA access;
  - Five-year, pre-paid, parts and service maintenance plan;
  - Multiple point-of-sale payment methods;
  - Remote diagnostics and remote start capabilities;



- At least one expansion stub-outs capable of accepting charging stations of at least 150kW at all proposed sites throughout the Project Corridors
- Display screens protected from malfunction due to condensation and normal local area weather conditions;
- Total actual charges for the use of electricity presented on the display screens and within the ChargePoint mobile app;
- DC fast charging equipment shall include dual connector, single port, CHAdeMO and SAE CCS connectors;
- Level 2 charging equipment will have two Level 2 SAE J1772 ports;
- 480V 3-phase power availability and adequate transformer capacity to serve installed charging stations, if available at the site.
- Coordinate utility interconnection, service drop, transformer sizing, service activation, and billing.
- Create and submit a Signage Report documenting required trailblazing, way-finding, and on-site signage that includes a clearly posted toll-free phone number for 24/7 customer support.
- Install signage in accordance with the Signage Report, local jurisdictions' requirements, and CalTrans requirements.
- Develop Written Training Materials for the charging station equipment at each of the 54 sites, which may include but is not limited to, how to operate the equipment, how to troubleshoot the equipment, and who to contact for specific needs.
- Deliver Written Training Materials to for the charging station equipment to each Site Host.
- Provide training to Site Hosts based on the Written Training Materials.
- Perform final inspections and make adjustments if needed.
- Commission each system by verifying the installation meets the Site Drawings and Installation Plan (Task 2) and overall requirements of solicitation GFO-15-603.
- Integrate each charging station location with the ChargePoint network and confirm that each station is viewable on the nationwide station map at [www.chargepoint.com](http://www.chargepoint.com).
- Prepare and submit to the CAM, the Written Notification of Intent to Operate for each site of the 54 sites that declares installation for the site has been completed and is ready to be brought online, activated and available to the public for use.

**Products:**

- Signage Report
- Written Training Materials
- Written Notification of Intent to Operate

**TASK 4 OPERATIONS AND MAINTENANCE**

The goal of this task is to manage and maintain each of the 94 DC fast charging stations and 54 SAE J1772 level 2 dual-port charging stations for a minimum of 5 years from the date of commissioning.

**The Recipient shall:**

- Create and submit to the CAM a Station Management and Maintenance Plans for each of the 54 sites that may include but not limited to, troubleshooting help, warranty information, emergency plans, and contact information for assistance.

- Formulate and execute Payment Guidelines for the stations at each of the 54 sites, which include the ability to bill charging to a credit card.
- Execute at least a 5-year complete Maintenance Agreement for each charging station that includes, but is not limited to all parts, labor, travel, logistics and support to keep stations and associated equipment operational during the 5-year commissioning period.
- Maintain charging stations at each of the 54 sites.
- Ensure that:
  - Any issues such as malfunctions, repairs, and vandalism are addressed within 48 hours of initial notice;
  - Equipment shall be repaired in 2 to 5 days;
  - Equipment is operational at least 98% of the time;
  - Each charging station is capable of supporting means to allow subscribers of other EV customer service networks to access the charging station.
- Provide 24/7 customer service.

**Products:**

- Station Management and Maintenance Plans
- Payment Guidelines
- Maintenance Agreements

**TASK 5 WORKFORCE TRAINING**

The goal of this task is to stimulate alternative renewable fuel and vehicle technology workforce development among California’s underrepresented groups including disabled veteran-, women-, minority-, and LGBT-owned businesses.

**The Recipient shall:**

- Offer up to 1080 full scholarships to select veterans, residents, and businesses in rural or disadvantaged communities in ChargePoint University’s Installation Training Certification Program.
- Prepare and submit to the CAM a Group Workforce Training Report that includes, but is not limited to, the number of people enrolled in the program, the location of each person enrolled, the how was outreach for done to enroll people in the program, the location of all training, and method of training.

**Product:**

- Group Workforce Training Report

**Task 6 COMMUNITY OUTREACH AND MARKETING**

The goal of this task is to implement an outreach and education campaign to communicate the siting and placement of new EV infrastructure and the historic importance of this effort.

**The Recipient shall:**

- Prepare and submit to the CAM a Commissioning Event Plan that may include, but is not limited to, details on ribbon-cutting events.
- Plan and hold Ribbon-Cutting events.
- Prepare and submit to the CAM a Communication Plan that includes, but is not limited to, outreach to local, regional, and national stakeholders, press releases, social media, and news stories.

- Communicate the siting of new EV infrastructure to the local and regional community through earned and paid media.
- Communicate to local and regional fleet operators the availability of DC Fast Charging infrastructure and the plans for additional EV infrastructure.

**Products:**

- Commissioning Event Plan
- Communication Plan

**Task 7 DATA COLLECTION AND ANALYSIS**

The goals of Task 4.0 are to collect operational data from the project, to analyze that data for economic and environmental impacts, to compare project goals and objectives with actual results, and to include the data and analysis in the Final Report. ChargePoint will include a characterization and evaluation of the role of the corridor and charging station in meeting the objectives of California's Electric Charging Highway Corridor.

**The Recipient shall:**

- Develop Data Collection Plan that includes, but is not limited to, how the data will be collected and what type of data will be collected.
- Collect at least 6 months of throughput, usage, and operations data from the project, such as the following:
  - Number of charging events (actual and/or estimated) for each charger over a defined period of time;
  - Amount of electricity (actual, averaged, and/or estimated) used per charging event over a defined period of time;
  - Estimated cumulative miles driven per defined period of time;
  - Charging availability (charging units connected to a vehicle vs. time of day);
  - Charging demand (aggregated electricity demand vs. time of day);
  - Plug time, disconnect time, length of time charging, length of time connected, kW provided; per charging event and aggregate;
  - Gallons of gasoline and/or diesel fuel displaced and greenhouse gas reduction.
- Provide a quantified estimate of the project's carbon intensity values for life-cycle greenhouse gas emissions and the methodology used to provide estimate.
- Compare any expectations provided in the proposal to Energy Commission with actual project performance and accomplishments.

**Products:**

- Data Collection Plan
- Data collection information and analysis will be included in the Final Report. ChargePoint, Inc. will continue to provide annual utilization data to the Energy Commission upon request, up to five years after commissioning

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

RESOLUTION - RE: CHARGEPOINT, INC.

**RESOLVED**, that the State Energy Resources Conservation and Development Commission (Energy Commission) adopts the staff CEQA findings contained in the Agreement or Amendment Request Form (as applicable); and

**RESOLVED**, that the Energy Commission approves Agreement ARV-16-005 from GFO-15-603 with ChargePoint, Inc. for \$9,270,141 to install direct current fast charging stations with both CHAdeMO and SAE CCS standard connectors, as well as level 2 charging stations at sites along I-15; North of Victorville to West of Nevada, SR-101; South of Oregon to Garberville, I-10; Beaumont to Blythe, SR-101; Leggett to North of Santa Rosa, I-80; Auburn to West of Nevada, US-50; Placerville to South Lake Tahoe, SR-14; East of Santa Clarita to Inyokern, SR-58; East of Bakersfield to Lenwood, SR-152; SR-99 to East of Gilroy, SR-120; Oakdale to Yosemite, SR-12; Fairfield to Lodi, I-505; Vacaville to Dunnigan, SR-49; Auburn to Grass Valley, and I-205/I-580; and Ulmar to Tracy; and

**FURTHER BE IT RESOLVED**, that the Executive Director or his/her designee shall execute the same on behalf of the Energy Commission.

**CERTIFICATION**

The undersigned Secretariat to the Commission does hereby certify that the foregoing is a full, true, and correct copy of a Resolution duly and regularly adopted at a meeting of the California Energy Commission held on December 14, 2016.

AYE: [List of Commissioners]

NAY: [List of Commissioners]

ABSENT: [List of Commissioners]

ABSTAIN: [List of Commissioners]

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Cody Goldthrite,  
Secretariat