

CONTRACT REQUEST FORM (CRF)

CEC-94 (Revised 01/13)

CALIFORNIA ENERGY COMMISSION

A) New Agreement 600-15-013 (To be completed by CGL Office)

B) Division	Agreement Manager:	MS-	Phone
600 Fuels and Transportation Division	Abdulkadir Bedir	27	916-654-4466

C) Contractor's Legal Name	Federal ID Number
National Park Service	-

D) Title of Project
NPS "Driving Towards Sustainability" EVSE Strategy

E) Term and Amount	Start Date	End Date	Amount
	06 / 30 / 2016	7 / 1 / 2020	\$ 1,499,652

F) Business Meeting Information			
<input type="checkbox"/> Operational agreement (see CAM Manual for list) to be approved by Executive Director			
<input type="checkbox"/> ARFVTP agreements under \$75K delegated to Executive Director.			
Proposed Business Meeting Date	06 / 14 / 2016	<input type="checkbox"/> Consent	<input checked="" type="checkbox"/> Discussion
Business Meeting Presenter	Abdulkadir Bedir	Time Needed:	10 minutes
Please select one list serve. Altfuels (AB118- ARFVTP)			

Agenda Item Subject and Description
Possible approval of Agreement 600-15-013 with National Park Service for a \$1,499,652 contract to identify viable sites in the national parks in California for the installation of electric vehicle (EV) charging stations, and subsequently install the EV charging stations and related infrastructure at the selected sites. This project will enable further access for electric vehicles to national parks and reduce fuel use and vehicle emissions. (ARFVTF funding) Contact: Kadir Bedir (Staff presentation: 5 minutes)

G) California Environmental Quality Act (CEQA) Compliance	
1. Is Agreement considered a "Project" under CEQA?	<input checked="" type="checkbox"/> Yes (skip to question 2) <input type="checkbox"/> 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 .	
2. If Agreement is considered a "Project" under CEQA:	
<input checked="" type="checkbox"/> a) Agreement IS exempt. (Attach draft NOE)	
<input type="checkbox"/> Statutory Exemption. List PRC and/or CCR section number:	
<input checked="" type="checkbox"/> Categorical Exemption. List CCR section number:	Cal. Code Regs., tit. 14, §§ 15301, 15303, 15304
<input type="checkbox"/> Common Sense Exemption. 14 CCR 15061 (b) (3)	
Explain reason why Agreement is exempt under the above section: see attached	
<input type="checkbox"/> 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	

H) List all subcontractors (major and minor) and equipment vendors: (attach additional sheets as necessary)				
Legal Company Name:	Budget	SB	MB	DVBE
TBD	\$ 1,153,000	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	\$ 0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	\$ 0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

I) List all key partners: (attach additional sheets as necessary)	
Legal Company Name:	

**J) Budget Information**

Funding Source	Funding Year of Appropriation	Budget List No.	Amount
ARFVTF	FY14/15	601-118G	\$1,285,933
ARFVTF	FY15/16	601-118H	\$213,714
Funding Source			\$
Funding Source			\$
Funding Source			\$
R&D Program Area: N/A		TOTAL:	\$1,499,647
Explanation for "Other" selection			
Reimbursement Contract #:		Federal Agreement #:	

K) Contractor's Administrator/ Officer

Contractor's Administrator/ Officer				Contractor's Project Manager			
Name:	Maria Scott			Name:	Mary Hazell		
Address:	Park Facility Management Division 1201 Eye Street, NW, 10 th Floor			Address:	Park Facility Management Division- SOCC 1201 Eye Street, NW, 10 th Floor		
City, State, Zip:	Washington DC 20005			City, State, Zip:	Washington DC 20005		
Phone:	202-513-7036	Fax:	202-371-6675	Phone:	202-607-5529	Fax:	202-371-6675
E-Mail:	maria_scott@nps.gov			E-Mail:	mary_hazell@nps.gov		

L) Selection Process Used (For amendments, address amendment exemption or NCB, do not identify solicitation type of original agreement.)

Solicitation Select Type Solicitation #: _____ - _____ # of Bids: _____ Low Bid? No Yes
 Non Competitive Bid (Attach CEC 96)
 Exempt Other Governmental Entity

M) Contractor Entity Type

- Private Company (including non-profits)
 CA State Agency (including UC and CSU)
 Government Entity (i.e. city, county, federal government, air/water/school district, joint power authorities, university from another state)

N) Is Contractor a certified Small Business (SB), Micro Business (MB) or DVBE?

No Yes
 If yes, check appropriate box: SB MB DVBE

O) Civil Service Considerations

- Not Applicable (Agreement is with a CA State Entity or a membership/co-sponsorship)
 Public Resources Code 25620, et seq., authorizes the Commission to contract for the subject work. (PIER)
 The Services Contracted:
 are not available within civil service
 cannot be performed satisfactorily by civil service employees
 are of such a highly specialized or technical nature that the expert knowledge, expertise, and ability are not available through the civil service system.
 The Services are of such an:
 urgent
 temporary, or
 occasional nature
 that the delay to implement under civil service would frustrate their very purpose.

Justification:

California State agencies, including the Energy Commission, do not have jurisdiction to install EV charging stations in National Parks. The National Park Service is the only entity with such jurisdiction. Therefore, the services contracted are not available within civil service.

P) Payment Method

- A. Reimbursement in arrears based on:
 Itemized Monthly Itemized Quarterly Flat Rate One-time
 B. Advanced Payment
 C. Other, explain:

Q) Retention

1. Is Agreement subject to retention? No Yes
 If Yes, Will retention be released prior to Agreement termination? No Yes



R) Justification of Rates

National Park Service is an agency of the federal government that manages all U.S. national parks. The rates for all of its employees come standardized from the United States Office of Personnel Management. In addition, National Park Service will be procuring a subcontractor(s) to install EV charging stations. National Park Service will procure the subcontractor(s) in a manner consistent with Federal contracting law, which requires subcontractor(s) rates to be reasonable.

S) Disabled Veteran Business Enterprise Program (DVBE)

1. Exempt (Interagency/Other Government Entity)
2. Meets DVBE Requirements DVBE Amount:\$ 0 DVBE %: _____
 Contractor is Certified DVBE
 Contractor is Subcontracting with a DVBE: Name of DVBE Company
3. Contractor selected through CMAS or MSA with no DVBE participation.
4. Requesting DVBE Exemption (attach CEC 95)

T) Miscellaneous Agreement Information

1. Will there be Work Authorizations? No Yes
2. Is the Contractor providing confidential information? No Yes
3. Is the contractor going to purchase equipment? No Yes
4. Check frequency of progress reports
 Monthly Quarterly Other...
5. Will a final report be required? No Yes
6. Is the Agreement, with amendments, longer than a year? If yes, why? No Yes
 Extensive research and analysis are needed for the project site selection and prioritization under Task #2.

U) The following items should be attached to this CRF (as applicable)

- | | | |
|---|---|--|
| 1. Exhibit A, Scope of Work | <input type="checkbox"/> N/A | <input checked="" type="checkbox"/> Attached |
| 2. Exhibit B, Budget Detail | <input type="checkbox"/> N/A | <input checked="" type="checkbox"/> Attached |
| 3. CEC 96, NCB Request | <input checked="" type="checkbox"/> N/A | <input type="checkbox"/> Attached |
| 4. CEC 30, Survey of Prior Work | <input checked="" type="checkbox"/> N/A | <input type="checkbox"/> Attached |
| 5. CEC 95, DVBE Exemption Request | <input checked="" type="checkbox"/> N/A | <input type="checkbox"/> Attached |
| 6. CEQA Documentation | <input type="checkbox"/> N/A | <input checked="" type="checkbox"/> Attached |
| 7. Resumes | <input checked="" type="checkbox"/> N/A | <input type="checkbox"/> Attached |
| 8. CEC 105, Questionnaire for Identifying Conflicts | | <input checked="" type="checkbox"/> Attached |

 Agreement Manager Date Office Manager Date Deputy Director Date

CEQA Compliance, Agreement 600-15-013 National Park Service

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 several electric vehicle charging stations in existing paved parking lots within national parks in California. 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. These charging stations will 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 at 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 and 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, minor trenching may 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

TASK LIST

Task #	CPR	Task Name
1		Agreement Management
2		Project Site Selection and Prioritization
3		Information Gathering on Infrastructure
4	X	Develop Site and Install Equipment

ACRONYMS/GLOSSARY

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

Acronym	Definition
AB 8	Assembly Bill 8
AB 109	Assembly Bill 109
AB 118	Assembly Bill 118
ARFVTP	Alternative and Renewable Fuel and Vehicle Technology Program
CAM	Commission Agreement Manager
Contractor	National Park Service
CPR	Critical Project Review
EVCS	Electric Vehicle Charging Station
EVSE	Electric Vehicle Supply Equipment
Energy Commission	California Energy Commission
NREL	National Renewable Energy Laboratory
NPF	National Park Foundation
NPS	National Park Service

BACKGROUND

Assembly Bill 118 (Núñez, Chapter 750, Statutes of 2007), created the Alternative and Renewable Fuel and Vehicle Technology (ARFVT) Program. The statute, subsequently amended by AB 109 (Núñez Chapter 313, Statutes of 2008) and AB 8 (Perea, Chapter 401, Statutes of 2013), authorizes the Energy Commission to develop and deploy alternative and renewable fuels and advanced transportation technologies to help attain the state's climate change policies. The Energy Commission has an annual program budget of approximately \$100 million and provides financial support for projects that:

- Develop and improve alternative and renewable low-carbon fuels;
- Optimize alternative and renewable fuels for existing and developing engine technologies;
- Produce alternative and renewable low-carbon fuels in California;
- Decrease, on a full fuel cycle basis, the overall impact and carbon footprint of alternative and renewable fuels and increase sustainability;
- Expand fuel infrastructure, fueling stations, and equipment;
- Improve light-, medium-, and heavy-duty vehicle technologies;
- Retrofit medium- and heavy-duty on-road and non-road vehicle fleets;
- Expand infrastructure connected with existing fleets, public transit, and transportation corridors; and

- Establish workforce training programs, conduct public education and promotion, and create technology centers.

PROBLEM STATEMENT

The National Park Service (NPS) preserves America's national parks, monuments, seashores, parkways and memorials for the nation. These special places range from places of natural wonder to sites of historic and cultural significance— from the geysers and wildlife of Yellowstone to the history of Independence Hall and the Statue of Liberty; from special ecosystems of water, nature and biology to civil war battlegrounds and exceptional events (e.g., the Harriet Tubman/Underground Railroad and Flight 93 Memorial). The NPS is in place to preserve and protect areas of natural wonder and heritage for future generations. With climate change affecting National Parks today, the NPS is taking steps to reduce greenhouse gas emissions from transportation.

With the upcoming centennial of the NPS in 2016, the NPS Centennial Campaign offers a timely opportunity to Protect America's Special Places, Connect Parks to People, and Inspire a New Generation of Park Stewards. NPS is committed to the sustainability of our parks and has identified a need for adequate electric vehicle (EV) charging infrastructure for destination travel to national parks and surrounding areas located in California to help reduce emissions.

GOALS OF THE AGREEMENT

NPS will identify viable parking facilities and buildings in the National Parks in California for installation of EV charging infrastructure. The intent of this agreement between the Energy Commission and NPS is to:

- 1) Provide infrastructure to allow electric vehicle travel to California's National Parks.
- 2) Determine viable sites for electric vehicle infrastructure.
- 3) Install electric vehicle charging stations at California's National Parks.
- 4) Provide opportunities to talk to millions of visitors about efforts to reduce fuel use and emissions.
- 5) Optimize Energy Commission Funds, and if necessary, return unspent funds to the Energy Commission.

FORMAT/REPORTING REQUIREMENTS

Deliverables/Reports

When creating reports, the Contractor shall use and follow, unless otherwise instructed in writing by the Commission Agreement Manager (CAM), the latest version of the Consultant Reports Style Manual published on the Energy Commission's web site:

http://www.energy.ca.gov/contracts/consultant_reports/index.html

Each final deliverable shall be delivered as one original, reproducible, 8 ½" by 11", camera-ready master in black ink. Illustrations and graphs shall be sized to fit an 8 ½" by 11" page and readable if printed in black and white.

Electronic File Format

The Contractor shall deliver an electronic copy (CD ROM or memory stick or as otherwise specified by the CAM) of the full text in a compatible version of Microsoft Word (.doc).

The following describes the accepted formats of electronic data and documents provided to the Energy Commission as contract deliverables and establishes the computer platforms, operating systems and software versions that will be required to review and approve all software deliverables.

- Data sets shall be in Microsoft (MS) Access or MS Excel file format.
- PC-based text documents shall be in MS Word file format.
- Documents intended for public distribution shall be in PDF file format, with the native file format provided as well.
- Project management documents shall be in MS Project file format.

Software Application Development

If this scope of work includes any software application development, including but not limited to databases, websites, models, or modeling tools, contractor shall utilize the following standard Application Architecture components in compatible versions:

- Microsoft ASP.NET framework (version 3.5 and up) Recommend 4.0
- Microsoft Internet Information Services (IIS), (version 6 and up) Recommend 7.5
- Visual Studio.NET (version 2008 and up) Recommend 2010
- C# Programming Language with Presentation (UI), Business Object and Data Layers
- SQL (Structured Query Language)
- Microsoft SQL Server 2008, Stored Procedures Recommend 2008 R2
- Microsoft SQL Reporting Services Recommend 2008 R2
- XML (external interfaces)

Any exceptions to the Software Application Development requirements above must be approved in writing by the Energy Commission Information Technology Services Branch. The software application development is not applicable to the scope of work for this project.

ADMINISTRATIVE TASKS

TASK 1- AGREEMENT MANAGEMENT

Task 1.1 Kick-off Meeting

The goal of this task is to establish the lines of communication and procedures for implementing this Agreement.

The Contractor shall:

- Attend a “kick-off” meeting with the CAM, the Contracts Officer, and a representative of the Accounting Office. The Contractor reserves the right to include representatives from appropriate subcontractors for this meeting. The CAM will designate the specific method and location for this meeting. The Contractor shall include their Project Manager, Contracts Administrator, Accounting Officer, and others designated by the CAM in this meeting. The administrative and technical aspects of this Agreement will be discussed at the meeting.
- If necessary, prepare an updated Schedule of Deliverables based on the decisions made in the kick-off meeting.

The CAM shall:

- Arrange the meeting including scheduling the date and time.
- Provide an agenda to all potential meeting participants prior to the kick-off meeting.

Deliverables:

- An Updated Schedule of Deliverables (if applicable)

Task 1.2 Invoices or Requests for Advanced Payments

The Contractor shall:

- Prepare and submit invoices for funding in advance of expenditure as described in Exhibit B of the Terms and Conditions. The request for funding must be submitted to the Energy Commission's Accounting Office.
- Prepare and submit reconciliation reports of all actual allowable expenditures incurred while performing work under this Agreement in accordance with Exhibit B of the Terms and Conditions of the Agreement. The reconciliation reports must be submitted to the Energy Commission's Accounting Office on a quarterly basis.

Deliverables:

- Invoices or requests for advanced payments.

Mutual understanding of federal acquisitions:

- Due to federal requirements, federal agencies must have funds-in-hand prior to going out for requisition of contracts, task orders and purchases. As a federal agency, NPS will not make purchases, acquisitions, procurements or subcontracts without funds available within NPS financial systems.

Task 1.3 Manage Subcontractors

The goal of this task is to ensure quality products, to enforce subcontractor Agreement provisions, and in the event of failure of the subcontractor to satisfactorily perform services, recommend solutions to resolve the problem.

The Contractor shall:

- Manage and coordinate subcontractor activities. The Contractor is responsible for the quality of all subcontractor work and the Energy Commission will assign all work to the Contractor. If the Contractor decides to add new subcontractors, they shall 1) comply with the Terms and Conditions of the Agreement, and 2) notify the CAM who will follow the Energy Commission's process for adding or replacing subcontractors.

Mutual understanding regarding subcontracts:

- The Contractor shall select subcontractors pursuant to a competitive bidding process that seeks at least three (3) bids from responsible bidders.

Task 1.4 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.

The Contractor shall:

- Prepare progress reports which summarize all Agreement activities conducted by the Contractor 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 within 15 calendar days after the end of the reporting period. The CAM will provide the format for the progress reports.

Deliverables:

- Quarterly Progress Reports

Task 1.5 Final Report

The goal of this task is to prepare a comprehensive written Final Report that describes the original purpose, approach, results and conclusions of the work completed under this Agreement. The Final Report shall be prepared in language easily understood by the public or a layperson with a limited technical background.

The Final Report must be completed before the termination date of the Agreement in accordance with the Schedule of Deliverables.

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

Task 1.5.1 Final Report Outline**The Contractor shall:**

- Prepare and submit a draft outline of the Final Report for review and approval. The CAM will provide written comments to the Contractor on the draft outline. The Contractor shall review the comments and discuss any issues with the recommended changes with the CAM.
- Prepare and submit the final outline of the Final Report, incorporating CAM comments.

Deliverables:

- Draft Outline of the Final Report
- Final Outline of the Final Report

Task 1.5.2 Final Report**The Contractor shall:**

- Prepare the draft Final Report for this Agreement in accordance with the approved outline.
- Submit the draft Final Report for review and comment. The CAM will provide written comments to the Contractor. The Contractor shall review the comments and discuss any issues with the recommended changes with the CAM.
- Prepare and submit the Final Report, incorporating CAM comments.

Deliverables:

- Draft Final Report
- Final Report

Task 1.6 Final Meeting

The goal of this task is to discuss closeout of this Agreement and review the project.

The Contractor shall:

- Meet with Energy Commission staff prior to the term end date of this Agreement. This meeting will be attended by the Contractor Project Manager and the CAM. The Contractor reserves the right to include representatives from appropriate subcontractors for this meeting. The CAM will determine specific method and location for this meeting, and any

additional appropriate meeting participants. The administrative and technical aspects of Agreement closeout will be discussed at the meeting.

- Present findings, conclusions, and recommended next steps (if any) for the Agreement, based on the information included in the Final Report.
- Prepare a written document of meeting agreements and unresolved activities.
- Prepare a schedule for completing the closeout activities for this Agreement, based on determinations made within the meeting.

Deliverables:

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

Task 1.7 Identify and Obtain Required Permits

The goal of this task is to verify 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. While the budget for this task will be zero dollars, the Contractor may show match funds for this task. Permits must be identified in writing and obtained before the Contractor can incur any costs related to the use of the permits for which the Contractor will request reimbursement.

The Contractor shall:

- Prepare a letter documenting the list of potential permits that may be required to conduct this Agreement and submit it prior to the kick-off meeting. Provide a letter that identifies the:
 - Type of permit potentially be needed
 - Name, address and telephone number of the permitting jurisdictions or lead agencies who may involve in the permitting process.
- Discuss the list of potential permits at the kick-off meeting. 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.
- If during the course of the Agreement additional permits become necessary, then 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 requested.
- If during the course of the Agreement permits are not obtained on time or are denied, notify the CAM within 5 working days.

Deliverables:

- A letter documenting the permits and schedule
- Updated list of permits and schedule (as necessary)
- A copy of each approved permit (if requested)

TECHNICAL TASKS

TASK 2- PROJECT SITE SELECTION AND PRIORITIZATION

The goal of this task is to determine the potential project sites and prioritize options based on several measures. NPS units in collaboration with state of CA, the National Renewable Energy Laboratory (NREL), NPS program leads, coalitions and community site hosts will review installed and planned EV routes to determine potential project sites. NPS criteria will also be reviewed such as the parks' annual visitation rates, distance to nearest existing charging units, travel/route planning, operating authorities and viabilities, site conditions (availability of electricity, traffic counts and utilization), demand and fuel consumption of their fleets.

Anticipated minimum number of EV charging stations is 15; anticipated minimum number of park sites is 4. The minimum number of EV charging stations may be reduced with CAM written approval. It may be possible to include sites in a variety of the 27 California National Park units – but all sites must be confirmed as needed, viable and necessary within NPS lands, and operational authorities (some already have EV charging, some are in urban environments where home-charging is predominant, some are more remote with electricity capacity issues and some need on-route highways chargers for successful EV travel prior to NPS sites). NPS will periodically re-evaluate suitability based on the evolving electric vehicle infrastructure in the state. Costs are highly dependent on case-by-case siting, infrastructure, number of pedestals needed to meet demand and conditions for sites yet to be selected and confirmed with parks, concessioners site hosts.

The Contractor shall:

- Prioritize the potential project sites using selection criteria including but not limited to:
 - Demand for EVSE, at both visitor and fleet parking areas.
 - Proposed sites' annual visitation rates.
 - Confirmation of primary CA routes locations not already covered by others (avoiding duplication of EVSE projects planned by others).
 - Proposed sites' distance to nearest existing charging sites.
 - Existing infrastructure conditions that support EVSE.
 - Site parking space available to devote to EVSE.
 - Cost effectiveness.
 - Willingness of site hosts, parks and concessioners.
 - Seasonality of the suggested location and viability of EV travel on routes.
 - Anticipated future demand and need.
- Compile the above information into a *Prioritized list of sites and selection methodology* and submit to CAM
- Monitor changes that may affect the list of potential project sites such as changes in technology, distances to other EV charging units, battery storage capabilities and PV opportunities.

Deliverables:

- Prioritized list of sites and selection methodology

TASK 3- SITE REVIEW AND CONFIRMATION for CONSTRUCTION DETAILS

Potential project sites selected under Task 2 will be confirmed during on-site reviews. On-site visits by technical staff will verify the site conditions and coordinate with the park, building, facility, parking lot staff and concessioners for operations. On-site technical review will include review of siting options, optimum locations for EV drivers, available electrical and infrastructure capacities, parking and circulation review, and review of utility, operational authorities, compliance and site specific issues. In addition, in the interest of further reducing emissions, specific teams will review on-site renewable energy opportunities.

The Contractor shall:

- Accomplish on-site reviews to confirm site locations, demand/quantity/types of EVSE and on-site conditions for compliance and construction.
- Determine the electrical infrastructure capacity of the selected sites.
- Verify capacity and utility requirements at the building or site; in some cases specific electrical assessments may be necessary to determine recommendations for locations or future deployments during the course of the agreement and beyond.
- Accomplish on-site analysis of renewable energy possibilities.
- Submit *List of site addresses/locations for EVCS installations* to CAM for review and approval.

Deliverables:

- List of site addresses/locations for EVCS installations

TASK 4- DEVELOP SITE AND INSTALL EQUIPMENT

The goal of this task is to prepare selected sites for the installation of charging stations and related infrastructure.

Task 4.1 Installation Design Documents

The Contractor shall:

- Create installation design documents that include, at a minimum, a written description, specifications and a site plan for the EVCS. More complex installations may require electrical engineering plans, site plans and specifications for bidding, approvals and construction.

Deliverables:

- Copies of installation design documents

Task 4.2 Installation Approvals

The Contractor shall:

- Submit project plans to, and receive approval from, applicable agencies for accessibility parameters to minimize changes in anticipation of future regulations.

Deliverables:

- Copies of approval documents

Critical project review (CPR) meetings may be called by the CAM within this task. A CPR report is required after each CPR meeting.

Task 4.3 Procurement and Installation

The Contractor shall:

- Procure and install the EVSE and any other required equipment and materials at the selected charging station sites using NPS approved procurement processes for NPS sites, purchasing contracts, or public works contracts. Combining multiple locations under the same contract or purchase order is encouraged for efficiency.
- Submit a *Report on completed sites* which will include, but not be limited to, the following information: the procedure for EVSE installations, parties involved in the installation process and their roles in the process, and any technical challenges that were encountered during the completion of this task.

Deliverables:

- Report on completed sites

SCHEDULE OF DELIVERABLES AND DUE DATES

Task Number	Deliverable	Due Date
1.1	An Updated Schedule of Deliverables	If applicable
1.2	Periodic invoice fund requests and advance of Energy Commission funds to NPS financial systems for projects to be pursued via federal acquisitions policies (funds-on-hand)	As necessary
1.4	Quarterly Progress Reports	Monthly
1.5.1	Draft Outline of the Final Report Final Outline of the Final Report	2/1/2020 3/1/2020
1.5.2	Draft Final Report Final Report	5/1/2020 7/1/2020
1.6	Written documentation of meeting agreements Schedule for completing closeout activities	2/12/2020 2/12/2020
1.7	Letters documenting the permits and schedule Updated list of permits and schedule A copy of each approved permit (if requested)	As obtained As necessary As requested
2	Prioritized list of sites and selection methodology	Within 12 months of the project start date
3	List of site addresses for EVCS installations	As obtained
4.1	Copies of installation design documents	Within 30 days of each document completion
4.2	Copies of approval documents	Within 30 days of each document completion
4.3	Report on completed sites	Within 30 days of each installation

STATE OF CALIFORNIA

STATE ENERGY RESOURCES
CONSERVATION AND DEVELOPMENT COMMISSION

RESOLUTION - RE: NATIONAL PARK SERVICE

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 600-15-013 with the National Park Service for a \$1,499,652 contract to identify viable sites in the national parks in California for the installation of electric vehicle (EV) charging stations, and subsequently install the EV charging stations and related infrastructure at the selected sites. This project will enable further access for electric vehicles to national parks and reduce fuel use and vehicle emissions; 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 June 14, 2016.

AYE: [List of Commissioners]

NAY: [List of Commissioners]

ABSENT: [List of Commissioners]

ABSTAIN: [List of Commissioners]

Cody Goldthrite,
Secretariat