File No. 250321 **Committee Item No.** 1
Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Budget and Finance Committee **Date** April 30, 2025
Board of Supervisors Meeting **Date** _____

Cmte	Board	
☐	☐	**Motion**
☒	☐	**Resolution**
☐	☐	**Ordinance**
☐	☐	**Legislative Digest**
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OTHER **(Use back side if additional space is needed)**

☒	☐	2023 CEC Grant Application Package GFO-23-606
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Completed by: Brent Jalipa **Date** April 24, 2025
Completed by: Brent Jalipa **Date** _____

[Acknowledgement For Grant - California Energy Commission - Charging Infrastructure for Government Fleets GFO-23-606 - Not to Exceed 5,047,167]

Resolution acknowledging requirements for the 2024 grant application to the State of California Energy Commission Charging Infrastructure for Government Fleets for a grant in an amount not to exceed $5,047,167.

WHEREAS, Under the State of California Energy Commission ("CEC") 2023 GFO-23-606 Charging Infrastructure for Government Fleets grant application (GFO-23-606), the City and County of San Francisco (the "City") is eligible to submit a funding application for funds not to exceed $5,047,167 to procure and install electric vehicle charging infrastructure for its light-duty government fleet to support the electrification of government fleets in California by providing reliable and readily accessible electric vehicle charging infrastructure for the San Francisco fleet; and

WHEREAS, The 2023 CEC grant application GFO-23-606 ("2023 NOFO") was released on December 21, 2023, a copy of which is on file with the Clerk of the Board of Supervisors in File No. 250321; and

WHEREAS, The CEC required submittal of the application by April 30, 2024, and a copy of the City's application package is on file with the Clerk of the Board; and

WHEREAS, In order for the CEC to issue the final grant award letter, the CEC requires acknowledgement by the City's Board of Supervisors that if awarded grant funds, the City and County of San Francisco will enter into an agreement with the CEC to support local government charging infrastructure; and

WHEREAS, The 2023 NOFO requires that the City provide Letters of Commitment for matching funds equal to $2,828,859 and copies of those letters are included as Attachment 13 in the City's application package on file with the Clerk of the Board; and

WHEREAS, If the 2023 CEC grant application GFO-23-606 is successful, the Office of the City Administrator, through the Fleet Management Division, will return to the Board of Supervisors to seek approval to accept and expend the grant funds; and

WHEREAS, Funds awarded by the CEC Charging Infrastructure for Government Fleets grant will be used to support the City's Fleet Charging Infrastructure Project ("the Project"), that will install 403 Level 2 (L2) charging ports to serve municipal fleet vehicles from 17 City departments across 36 City-owned properties; and

WHEREAS, The Project will accelerate the transition of the City's light-duty vehicle fleet from internal combustion engine ("ICE") vehicles to electric vehicles ("EVs"), support the City's emissions and pollution reduction goals, and accelerate implementation of local ordinances and the City's Climate Action Plan ("CAP"); now, therefore, be it

RESOLVED, That the San Francisco Board of Supervisors acknowledges that if the 2023 CEC grant application GFO-23-606 is successful, the City and County of San Francisco will enter into an agreement with the CEC to support local government charging infrastructure, and that the City Administrator's Office, through the Fleet Management Division, will provide all supporting documentation in order to support the grant CEC Application funds in an amount not to exceed $5,047,167.

Recommended:

____/s/_____
Carmen Chu
City Administrator

Attachment 1
Exhibit A
SCOPE OF WORK

TECHNICAL TASK LIST

Task #	CPR	Task Name
1		Administration
2		**INTERNAL KICK OFF MEETING**
3		**SITE REVIEW**
4		**PRE-INSTALLATION CHECK IN**
5		**PERMIT SUBMISSION**
6		**PHASE 1 CHARGER INSTALLATION**
7		**PHASE 2 CHARGER INSTALLATION**
8		**PHASE 3 CHARGER INSTALLATION**
9		**INTERNAL CLOSE OUT MEETING**
10		Operations and Reliability
11		Semi-Annual Electric Vehicle Charger Inventory Reports
12		Data Collection and Analysis
13		Project Fact Sheet

GLOSSARY

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

Term/ Acronym	Definition
AC Level 2	A charger that operates on a circuit from 208 volts to 240 volts and transfers alternating-current (AC) electricity to a device in an electric vehicle (EV) that converts AC to direct current to charge an EV battery.
API	Application programming interface. A type of software interface that offers service to other pieces of software. An API allows two or more computer programs to communicate with each other.
CAM	Commission Agreement Manager
CAO	Commission Agreement Officer
CEC	California Energy Commission

Term/ Acronym	Definition
Charge attempt	Any instance of an EV driver taking action to initiate a charging session by taking one or all of the following steps in any order: 1) attaching the connector to the EV appropriately or 2) attempting to authorize a charging session by use of radio frequency identification (RFID) technology, credit card, charging network provider smartphone application (app), screen input, or calling the charging network provider's customer service number.
Charger	A device with one or more charging ports and connectors for charging EVs. Also referred to as electric vehicle supply equipment (EVSE). This definition excludes any charger used solely for private use at a single-family residence or a multifamily dwelling with four or fewer dwelling units.
Charging network	A collection of chargers located on one or more property(ies) that are connected via digital communications to manage the facilitation of payment, the facilitation of electrical charging, and any related data requests.
Charging network provider	The entity that provides the digital communication network that remotely manages the chargers. Charging network providers may also serve as charging station operators and/or manufacture chargers.
Charging port	The system within a charger that charges one EV. A charging port may have multiple connectors, but it can provide power to charge only one EV through one connector at a time.
Charging session	The period after a charge attempt during which the EV is allowed to request energy. Charging sessions can be terminated by the customer, the EV, the charger, the charging station operator, or the charging network provider.
Charging station	The area in the immediate vicinity of one or more chargers and includes the chargers, supporting equipment, parking areas adjacent to the chargers, and lanes for vehicle ingress and egress. A charging station could comprise only part of the property on which it is located.
Charging station management system	A system that may be used to operate a charger, to authorize use of the charger, or to record or report charger data, such as by using OCPP.

Term/ Acronym	Definition
Charging station operator	The entity that owns the chargers and supporting equipment and facilities at one or more charging stations. Although this entity may delegate responsibility for certain aspects of charging station operation and maintenance to subcontractors, this entity retains responsibility for operation and maintenance of chargers and supporting equipment and facilities. In some cases, the charging station operator and the charging network provider are the same entity.
Connector	The device that attaches an EV to a charging port in order to transfer electricity.
Corrective maintenance	Maintenance that is carried out after failure detection and is aimed at restoring an asset to a condition in which it can perform its intended function.
CPR	Critical Project Review
CTP	Clean Transportation Program
Depot	Type of “home base” behind-the-fence location where a vehicle is typically kept when not in use (usually parked on a nightly basis).
DCFC	Direct current fast charger. A charger that enables rapid charging by delivering direct-current (DC) electricity directly to an EV's battery.
Downtime	A period of time that a charger is not capable of successfully dispensing electricity or otherwise not functioning as designed. Downtime is calculated pursuant to Task <Fourth to Last>.4.
EV	Electric vehicle. A vehicle that is either partially or fully powered on electric power received from an external power source. For the purposes of this Agreement, this definition does not include golf carts, electric bicycles, or other micromobility devices
EVSE	Electric vehicle supply equipment. A charger as defined.
Excluded downtime	Downtime that is caused by events pursuant to Task <Fourth to Last>.4.
Failed charging session	Following a charge attempt, the criteria for a successful charging session were not met.
FTD	Fuels and Transportation Division
Hardware	The machines, wiring, and other physical components of an electronic system including onboard computers and controllers.
Inoperative state	The charger or charging port is not operational.

Term/ Acronym	Definition
Installed	Attached or placed at a location and available for use for a charging session. The date a charger is installed is the date it is first available for use for a charging session.
Interoperability	Successful communication between the software, such as the software controlling charging on the EV and the software controlling the charger. Interoperability failures are communication failures between the EV and charger that occur while the software of each device is operating as designed. Interoperability failure leads to failed charging sessions.
Maintenance	Any instance in which preventive or corrective maintenance is carried out on equipment.
Networked	A charger can receive or send commands or messages remotely from or to a charging network provider or is otherwise connected to a central management system, such as by using OCPP 2.0.1, for the purposes of charger management and data reporting.
Nonnetworked charger	A charger that is not networked.
OCPP	Open Charge Point Protocol. An open-source communication protocol that specifies communication between chargers and the charging networks that remotely manage the chargers.
Operational	Or “up.” A charging port’s hardware and software are both online and available for use, or in use, and the charging port is capable of successfully dispensing electricity.
Operative state	The charger is operational.
Preventative maintenance	Maintenance that is performed on physical assets to reduce the chances of equipment failure and unplanned machine downtime.
Private	Charging ports located at parking space(s) that are privately owned and operated, often dedicated to a specific driver or vehicle (for example, a charging port installed in a garage of a single-family home).
Public	Charging ports located at parking space(s) designated by the property owner or lessee to be available to and accessible by the public.
Recipient	An applicant awarded a grant under a CEC solicitation.
Shared Private	Charging ports located at parking space(s) designated by a property owner or lessee to be available to, and accessible by, employees, tenants, visitors, and residents. Examples include workplaces and shared parking at multifamily residences.

Term/ Acronym	Definition
Software	A set of instructions, data, or programs used to operate computers and execute specific tasks.
Successful charging session	Following a charge attempt, a customer's EV battery is charged to the state of charge the customer desires and is disconnected manually by the customer or by the EV's onboard software system terminating the charging session, without an additional charge attempt.
Uptime	The time that a charger is installed during a reporting period excluding downtime pursuant to Task <Fourth to Last>.4.
ADM/Central Shops	*The City and County of San Francisco's City Administrator's Office – Central Shops Division*
CAP	*Climate Action Plan*
DAC	*Disadvantaged Community*
DBI	*Department of Building Inspection*
DOE	*Department of Energy*
DOT	*Department of Transportation*
DPH	*Department of Public Health*
DPW	*Department of Public Works*
DT	*Department of Technology*
EPA	*Environmental Protection Agency*
EVWG	*Electric Vehicle Working Group*
GHG	*Greenhouse Gas*
HACTO	*Healthy Air and Clean Transportation Ordinance*
HSA	*Human Services Agency*
ICE	*Internal Combustion Engine*
LIC	*Low Income Community*
PDR	*Public Defender's Office*
PRT	*Port of San Francisco*
PUC	*Public Utilities Commission*
SFACC	*Department of Animal Care and Control*
SFCCC	*San Francisco Clean Cities Coalition*
SFE	*San Francisco Environment Department*
SFFD	*San Francisco Fire Department*

Term/ Acronym	Definition
SFMTA	*San Francisco Municipal transportation Agency*
SFPD	*San Francisco Police Department*
SFPL	*San Francisco Public Library*
SFRPD	*San Francisco Recreation and Parks Department*
SHF	*San Francisco Sheriff's Office*
ZEV	*Zero Emissions Vehicle*

Background

The Budget Act of 2022 (Senate Bill (SB) 154, Skinner, Chapter 43, Statutes of 2022, as amended by Assembly Bill (AB) 178, Ting, Chapter 45, Statutes of 2022 and AB 179, Ting, Chapter 249, Statutes of 2022) and AB 211 (Committee on Budget, Chapter 574, Statutes of 2022) provided $754 million from the General Fund to support infrastructure deployments, emerging opportunities, and manufacturing projects for zero-emission light-duty and medium- and heavy-duty vehicles.

AB 118 (Núñez, Chapter 750, Statutes of 2007), created the Clean Transportation Program. The statute authorizes the California Energy Commission (CEC) to develop and deploy alternative and renewable fuels and advanced transportation technologies to help attain the state's climate change and clean air goals. AB 126 (Reyes, Chapter 319, Statutes of 2023) reauthorized the funding program through July 1, 2035 and focused the program on zero-emission transportation.

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

- Develop and deploy zero-emission technology and fuels in the marketplace where feasible and near-zero-emission technology and fuels elsewhere.
- Produce alternative and renewable low-carbon fuels in California.
- Deploy zero-emission fuel infrastructure, fueling stations, and equipment where feasible and near-zero-emission fuel infrastructure, fueling stations, and equipment elsewhere.
- Establish workforce training programs and conduct public outreach on the benefits of alternative transportation fuels and vehicle technologies.

On [***insert date***], the CEC released a Grant Funding Opportunity (GFO) entitled "Charging Infrastructure for Government Fleets." This competitive grant solicitation was to fund projects that provide electric vehicle charging infrastructure for light-duty government fleets. In response to GFO-23-606, the Recipient submitted application #XX which was proposed for funding in the CEC's Notice of Proposed Awards

on [***insert date***]. GFO-23-606 and Recipient's application 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 this Agreement, this Agreement shall control. Similarly, in the event of any conflict or inconsistency between the terms of this Agreement and the Solicitation, the terms of this Agreement shall control.

Problem Statement:

The City and County of San Francisco's Office of the City Administrator (ADM/Central Shops) is proposing a Fleet Charging Infrastructure Project that will install 403 Level 2 (L2) charging ports to serve municipal fleet vehicles from 17 City departments across 36 City-owned properties. These ports will accelerate the transition of the City's light-duty vehicle fleet from internal combustion engine (ICE) vehicles to electric vehicles (EVs), support the City's emissions and pollution reduction goals, and accelerate implementation of local ordinances and the City's Climate Action Plan (CAP).

Released in 2021, the CAP lays out an ambitious timeline for San Francisco to become an all-electric, zero-emission City by 2040. Since transportation emissions account for 44% of the City's overall carbon footprint, the transition to electric vehicles is an essential factor on the City's path to zero-emissions. The City has taken several measures to accelerate the transition, including amending its planning code to define EV charging, and make it easier to install EV charging plazas. Additionally, the City adopted an ordinance mandating EV charging in large public parking facilities. The success of these efforts can be seen in the increasing number of new EV vehicle registrations in the City (34.2% in March, 2023). There are currently 1,246 publicly available chargers here in San Francisco, but more are needed.

The City must match the aggressive pace of the private sector for its municipal fleet. In 2017, San Francisco passed the Healthy Air and Clean Transportation Ordinance (HACTO), which mandated that all new light-duty vehicles be zero-emissions (hydrogen or electric). HACTO also set an ambitious goal for 100% of the City's light-duty fleet to be zero-emissions vehicles (ZEVs) by the end of 2022. To meet these goals, the City has transformed its vehicle purchasing norms to grow its fleet of electric vehicles (EVs), but the full transformation of the light-duty fleet has not yet been achieved, due in large part to a lack of resources for charging infrastructure. Since HACTO's revision in 2017, Central Shops' primary compliance challenge has been the City's existing charging infrastructure, which does not align with the location of vehicles in need of replacement. Departments have been uncomfortable rapidly expanding their EV fleets without the associated infrastructure in place. The funding available through this grant opportunity will allow San Francisco to redouble its fleet conversion efforts and meet its HACTO and CAP objectives.

Goals of the Agreement:
The goal of this project is to install the charging infrastructure that will make it possible to accelerate the City's replacement of its light duty fleet. The City has a plan to replace 10% of its light duty fleet each year for the next four fiscal years, increasing to replacement of 20% each year for the following three fiscal years, in order to achieve full light duty fleet electrification by 2031.

Objectives of the Agreement:

The objectives of this project are to:

1. Add 403 charging ports to the City's existing charging infrastructure.
2. Set charger O&M standards and practices for all City departments.
3. Track charger data including uptime, maintenance issues, charging time by department vehicle, and other relevant data.
4. Expand the City fleet's networked charging.

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 that includes the CAM and may include the Commission Agreement Officer (CAO) and a representative of the CEC Accounting Office. The Recipient shall bring their Project Manager, Agreement Administrator, Accounting Officer, and any others determined necessary by the Recipient or specifically requested by the CAM to this meeting.
- Provide a written statement of project activities that have occurred after the notice of proposed awards but prior to the execution of the agreement using match funds. If none, provide a statement that no work has been completed using match funds prior to the execution of the agreement. All pre-execution match expenditures must conform to the requirements in the Terms and Conditions of this Agreement.
- Discuss the following administrative and technical aspects of this Agreement:
    - Agreement Terms and Conditions
    - Critical Project Review (Task 1.2)
    - Match fund documentation (Task 1.7) No reimbursable work may be done until this documentation is in place.

- Permit documentation (Task 1.8)
- Subawards needed to carry out project (Task 1.9)
- The CAM's expectations for accomplishing tasks described in the Scope of Work
- An updated Schedule of Products and Due Dates
- Monthly Calls (Task 1.4)
- Quarterly Progress Reports (Task 1.5)
- Technical Products (Product Guidelines located in Section 5 of the Terms and Conditions)
- Final Report (Task 1.6)

Recipient Products:

- Updated Schedule of Products
- Updated List of Match Funds
- Updated List of Permits
- Written Statement of Match Share Activities

Commission Agreement Manager Product:

- Kick-Off Meeting Agenda

Task 1.2 Critical Project Review (CPR) Meetings

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

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

Meeting participants include the CAM and the Recipient and may include the CAO, the Fuels and Transportation Division (FTD) program lead, other CEC staff and Management as well as other individuals selected by the CAM to provide support to the CEC.

The CAM shall:

- Determine the location, date, and time of each CPR meeting with the Recipient. These meetings generally take place at the CEC, but they may take place at another location or remotely.
- Send the Recipient the 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 CEC staff to present the findings, conclusions, and recommendations. The final meeting must be completed during the closeout of this Agreement.

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

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

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

- What to do with any equipment purchased with CEC funds (Options)
- CEC request for specific "generated" data (not already provided in Agreement products)
- Need to document Recipient's disclosure of "subject inventions" developed under the Agreement, if applicable
- "Surviving" Agreement provisions
- Final invoicing and release of retention

- Prepare a schedule for completing the closeout activities for this Agreement.

Products:

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

Task 1.4 Monthly Calls

The goal of this task is to have calls at least monthly between CAM and Recipient to verify that satisfactory and continued progress is made towards achieving the objectives of this Agreement on time and within budget.

The objectives of this task are to verbally summarize activities performed during the reporting period, to identify activities planned for the next reporting period, to identify issues that may affect performance and expenditures, to verify match funds are being proportionally spent concurrently or in advance of CEC funds or are being spent in accordance with an approved Match Funding Spending Plan, to form the basis for determining whether invoices are consistent with work performed, and to answer any other questions from the CAM. Monthly calls might not be held on those months when a quarterly progress report is submitted, or the CAM determines that a monthly call is unnecessary.

The CAM shall:

- Schedule monthly calls.
- Provide questions to the Recipient prior to the monthly call.
- Provide call summary notes to Recipient of items discussed during call.

The Recipient shall:

- Review the questions provided by CAM prior to the monthly call
- Provide verbal answers to the CAM during the call.

Product:

- Email to CAM concurring with call summary notes.

Task 1.5 Quarterly Progress Reports

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

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

The Recipient shall:

- Prepare a *Quarterly Progress Report* which summarizes all Agreement activities conducted by the Recipient for the reporting period, including an assessment of the ability to complete the Agreement within the current budget and any anticipated cost overruns. Progress reports are due to the CAM the 10th day of each January, April, July, and October. The Quarterly Progress Report template can be found on the ECAMS Resources webpage available at https://www.energy.ca.gov/media/4691.

Product:

- Quarterly Progress Reports

Task 1.6 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 and is limited to 25-pages. If the Recipient has obtained confidential status from the CEC 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.

In addition to any other applicable requirements, the Final Report must comply with the Americans with Disabilities Act (ADA) of 1990 (42 U.S.C. 12101 et seq.), which prohibits discrimination on the basis of disability; all applicable regulations and guidelines issued pursuant to the ADA; Cal. Gov. Code sects. 7405 and 11135; and Web Content Accessibility Guidelines 2.0, or a subsequent version, as published by the Web Accessibility Initiative of the World Wide Web Consortium at a minimum Level AA success criteria.

The Recipient shall:

- Prepare an *Outline of the Final Report*, if requested by the CAM.
- Prepare a *Draft Final Report* complying with ADA requirements and 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 *Final Report* in Microsoft Word format or similar electronic format as approved by the CAM.

Products:

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

Task 1.7 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 CEC budget for this task will be zero dollars, the Recipient may utilize match funds for this task. 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 CEC 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 CEC 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 1.8 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 CEC budget for this task will be zero dollars, the Recipient may 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 1.9 Obtain and Execute Subawards

The goal of this task is to ensure quality products and to procure subrecipients 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.

The Recipient shall:

- Manage and coordinate subrecipient activities.
- Submit a *letter* to the CAM describing the subawards needed or stating that no subawards are required.
- If requested by the CAM, submit a *draft of each subaward* required to conduct the work under this Agreement to the CAM for review.
- If requested by the CAM, submit a *final copy of each executed subaward*.
- If Recipient intends to add new subrecipients or change subrecipients, then the Recipient shall notify the CAM.

Products:

- Letter describing the subawards needed, or stating that no subawards are required
- Draft subaward (if requested)
- Final subaward (if requested)

TECHNICAL TASKS

TASK 2 INTERNAL KICK OFF MEETING

The goal of this task is *to convene all frontline participants to set roles and expectations for the grant performance period.*

The Recipient shall:

- *Set project expectations for each department*
- *Set hierarchy of approvals and communications streams, including regular and as-needed project stakeholder meeting cadence*
- *Describe project objectives and timeline for completion*

Products:

- *Communications plan and project timeline with milestones*

TASK 3 SITE REVIEW

The goal of this task is to *confirm the initial PUC analysis of site-level existing energy capacity and develop recommended phasing for charger installation.*

The Recipient shall:

- *Visit each site to determine port installation locations, electrical and construction needs*
- *Create inventory of all participating sites, with installation difficulty level/needs confirmed*

Products:

- *Site inventory with installation locations, special electrical/construction considerations, expected installation difficulty level and recommended phasing for all sites*

TASK 4 PRE-INSTALLATION CHECK IN

The goal of this task is to *share and validate the phased plan for installation at the sites based on difficulty level and confirm the schedule with department leads.*

The Recipient shall:

- *Create an installation schedule for all sites to be rolled out in three phases*
- *Confirm the rollout schedule with department leads*

Products:

- *Installation plan with recommended phasing*

TASK 5 PERMIT SUBMISSION

The goal of this task is to *submit permit applications for all project sites.*

The Recipient shall:

- *Submit permit applications for all chargers for all project sites to the San Francisco Permit Center*
- *Coordinate with Permit Center staff to ensure that permit applications are submitted in a manner to expedite phase 1 locations*

Products:

- *Permits submitted and approved*

TASK 6 PHASE 1 CHARGER INSTALLATION

The goal of this task is to *install chargers at phase 1 locations.*

The Recipient shall:

- *Purchase chargers for phase 1 installs*
- *Install chargers at phase 1 locations*

- *Provide training and maintenance to fleet managers responsible for phase 1 locations*
- *Follow-up with phase 1 departments to ensure user training and maintenance guidelines are understood*

Products:

- *Phase 1 chargers installed with warranties*
- *Fleet managers informed on how to manage installed infrastructure*
- *Submit an AB 841 Certification that certifies the project has complied with all AB 841 (2020) requirements specified in Exhibit C or describes why the AB 841 requirements do not apply to the project. The certification shall be signed by Recipient's authorized representative.*
- *Submit EVITP Certification Numbers of each Electric Vehicle Infrastructure Training Program certified electrician that installed electric vehicle charging infrastructure or equipment. EVITP Certification Numbers are not required to be submitted if AB 841 requirements do not apply to the project.*

TASK 7 PHASE 2 CHARGER INSTALLATION

The goal of this task is to *install chargers at phase 2 locations.*

The Recipient shall:

- *Confirm phase 2 schedule with department leads*
- *Purchase chargers for phase 2 installs*
- *Install chargers at phase 2 locations*
- *Provide training and maintenance to fleet managers responsible for phase 2 locations*

Follow-up with phase 2 departments to ensure user training and maintenance guidelines are understood

Products:

- *Phase 2 chargers installed with warranties*
- *Fleet managers informed on how to manage installed infrastructure*
- *Submit an AB 841 Certification that certifies the project has complied with all AB 841 (2020) requirements specified in Exhibit C or describes why the AB 841 requirements do not apply to the project. The certification shall be signed by Recipient's authorized representative.*

- *Submit EVITP Certification Numbers of each Electric Vehicle Infrastructure Training Program certified electrician that installed electric vehicle charging infrastructure or equipment. EVITP Certification Numbers are not required to be submitted if AB 841 requirements do not apply to the project.*

TASK 8 PHASE 3 CHARGER INSTALLATION

The goal of this task is to *install chargers at phase 3 locations.*

The Recipient shall:

- *Determine additional labor and heavy duty equipment needs for phase 3 installs and schedule*
- *Confirm phase 3 schedule with department leads*
- *Purchase chargers for phase 3 installs*
- *Install chargers at phase 3 locations*
- *Provide training and maintenance to fleet managers responsible for phase 3 locations*
- *Follow-up with phase 3 departments to ensure user training and maintenance guidelines are understood*

Products:

- *Phase 3 chargers installed with warranties*
- *Fleet managers informed on how to manage installed infrastructure*
- *Submit an AB 841 Certification that certifies the project has complied with all AB 841 (2020) requirements specified in Exhibit C or describes why the AB 841 requirements do not apply to the project. The certification shall be signed by Recipient's authorized representative.*
- *Submit EVITP Certification Numbers of each Electric Vehicle Infrastructure Training Program certified electrician that installed electric vehicle charging infrastructure or equipment. EVITP Certification Numbers are not required to be submitted if AB 841 requirements do not apply to the project.*

TASK 9 INTERNAL CLOSE OUT MEETING

The goal of this task is *to convene all participants to assess project outcomes during the grant performance period, and gather information for CEC final report.*

The Recipient shall:

- *Review of initial data collection from chargers installed in all phases*

- *Facilitate discussion amongst department fleet managers to gather lessons learned and build common best practices*

Products:

- *Raw data, report on usage, and user experience documentation*

TASK 10 OPERATIONS AND RELIABILITY

Recipients shall comply with the reliability performance standards, recordkeeping, reporting, and maintenance requirements (henceforth, REQUIREMENTS) in this Scope of Work (SOW) for electric vehicles chargers installed as part of this Agreement. In the event the CEC adopts regulations that include REQUIREMENTS, for example as required by Assembly Bill 2061 (Ting, Chapter 345, Statutes of 2022) and/or Assembly Bill 126 (Reyes, Chapter 319, Statutes of 2023), those REQUIREMENTS shall supersede the REQUIREMENTS contained in this SOW for this Agreement wherever they are redundant or conflicting.

Task 10.1 Operations

The Recipient Shall:

- Operate the installed charging ports during the term of this agreement.
- Ensure that the charging port uptime for each charging port installed in the project is at least 97 percent of each year for six years after the beginning of operation.

Without limitation to other rights and remedies which the CEC may have, including but not limited to survival provisions specified in the Terms and Conditions of this agreement, this requirement to ensure operationality for six years after the beginning of operation shall survive the completion or termination date of this agreement. In addition to other requirements in the Terms and Conditions of this agreement, all CEC-reimbursable expenditures must be incurred within the agreement term.

Task 10.2 Recordkeeping

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

For networked chargers, the Recipient shall collect and retain the maintenance records specified in this section. The Recipient shall retain the services of a charging network provider that meets the criteria in 1. through 4. to record, retain, and transmit the remote monitoring data for networked chargers specified in this section.

1. The charging network provider must have an API of the CEC's choosing to permit the charging network provider to transfer the data required in this section directly to the CEC or the CEC's designee within 60 minutes of the record's generation.
2. The charging network provider must have Subset Certification of the Charging Station Management System in the Open Charge Alliance OCPP Certification

Program for OCPP version 2.0.1, published May 24, 2023, or a subsequent version of OCPP for Core, Advanced Security, and ISO 15118 Support functionalities.

3. **For networked chargers**, the charging network provider's central system must have connection to the chargers using OCPP version 2.0.1 or a subsequent version of OCPP. This does not preclude the additional use of other communication protocols.
4. **For networked chargers,** the charging network provider and chargers must transmit the following protocol data units between the Central Management System and the charger(s) as specified in OCPP version 2.0.1 or a subsequent version of OCPP:
    a. HeartbeatRequest shall be transmitted to the Central Management System by the charger on a set interval.
    b. HeartbeatResponse shall be transmitted to the charger by the Central Management System in response to any received HeartbeatResponse.
    c. StatusNotificationRequest shall be transmitted by the charger to the Central Management System any time the charger or an associated charging port's operative status changes.
    d. BootNotificationRequest shall be transmitted by the charger to the Central Management System any time the charger is powered on.
    e. BootNotificationResponse shall be transmitted by the Central Management System to the charger in response to any received BootNotificationRequest.

The Recipient Shall:

- **For networked chargers,** ensure the charging network provider collects and retains the Remote Monitoring data below from each charging port installed and operated as part of this Agreement.
- **For networked chargers,** ensure the charging network provider automatically transmits the Remote Monitoring data below to the CEC, via API, within 60 minutes of the Remote Monitoring data's generation.
- **For networked chargers,** ensure the charging network provider retains the Remote Monitoring data below for 2 years from the date of each record's generation. Provide *Remote Monitoring records* to the CEC within 10 business days of request.
    1. Provide digital records in a comma separated values (CSV) file unless another file format is approved by the CEC for the request.
    2. Provide a clear and understandable *data dictionary* that describes each data element and any associated units with all digital records.
- **For all chargers,** collect and retain the maintenance records specified below for each charging port installed and operated as part of this agreement for 6 years from the date the charging port begins operation. Provide *maintenance records* to the CEC within 10 business days of request.

Remote Monitoring Data for Networked Chargers

1. All instances of the following Protocol Data Units (PDUs), specified in OCPP 2.0.1, that are transmitted between the charger and the central system.
    a. HeartbeatResponse
    b. StatusNotificationRequest
    c. BootNotificationRequest
2. The total number of charge attempts for the reporting period.
3. The total number of successful charging sessions for the reporting period.
4. The total number of failed charging sessions for the reporting period.
5. The percentage of successful charging sessions for the reporting period relative to the total number of charge attempts for the reporting period.

Maintenance Records

1. **For all chargers,** reports of inoperative charging ports or charging port failures resulting in inability to charge, such as a customer complaint, internal diagnostics, or inspection.
2. **For all chargers,** records of any maintenance conducted on charging ports installed and operated as part of the agreement. Records should specify the following:
    a. Date and time of the maintenance event
    b. Whether maintenance was corrective or preventive in nature
    c. Whether and for how long the charging port was in an inoperative state prior to maintenance.
    d. Whether the charging port was in an operative state following maintenance

Products:

- Remote Monitoring Records
- Maintenance Records
- Data Dictionary

Task 10.3 Maintenance Requirements

The goal of this task is to increase reliability through timely and effective preventive and corrective maintenance. The Recipient shall conduct maintenance on each charger installed and operated as part of the Agreement as specified in this section.

The Recipient Shall:

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

- *Report on preventive and corrective maintenance in each Quarterly Report on Charger and Charging Port Reliability and Maintenance* described in Task XX.4.

Products:

- Maintenance section of Quarterly Report on Charger and Charging Port Reliability and Maintenance described in Task XX.4

Task 10.4 Reporting

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

The Recipient shall:

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

- Prepare a summary of Excluded Downtime, including total excluded downtime and the number and frequency of excluded downtime events, the minimum, median, mean, and maximum duration, and the causes of excluded downtime events and include in each Quarterly Report on Charger and Charging Port Reliability and Maintenance. ‘Excluded Downtime’ includes:

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

- **For all charging ports,** prepare a summary and calculation of uptime and include in each Quarterly Report on Charger and Charging Port Reliability and Maintenance. Each report shall include the uptime percentage of each charging port (Uptime) installed and operated as part of this Agreement for the reporting period. Charging port uptime shall be calculated as:

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

U = Charging Port Uptime
T =

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

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

- **For networked charging ports**, prepare a summary of charge data and include in each Quarterly Report on Charger and Charging Port Reliability. The data will include:
    a. Total number of charge attempts in the reporting period
    b. Total number of successful charge attempts in the reporting period
    c. Total number of failed charges in the reporting period
    d. The percentage of successful charging sessions for the reporting period relative to the total number of charge attempts for the reporting period
    e. A description of steps taken to reduce the number of failed charge attempts, and the success rate of those steps
- **For all chargers,** prepare a summary of the total number of maintenance dispatch events that occurred since the last report, the number of days to complete each maintenance event reported, and a narrative description of significant maintenance issues. Include details of all excluded downtime and a narrative description of events that caused the excluded downtime. Include the summary in each Quarterly Report on Charger and Charging Port Reliability.

Products:

- Quarterly Report on Charger and Charging Port Reliability and Maintenance, submitted in a manner specified by the CEC

TASK *11* SEMI-ANNUAL ELECTRIC VEHICLE CHARGER INVENTORY REPORTS

The goal of this task is to provide information on the number of chargers in the Recipient's charging network in California, including both public and shared private, serving all vehicle sectors (light-, medium-, and heavy duty) excluding any charger used solely for private use at a single-family residence or a multifamily housing unit with four or fewer units.

The Recipient shall:

- Prepare an *Electric Vehicle Charger Inventory Report,* in a template provided by the CAM, that includes:
    - For chargers serving light-duty electric vehicles:

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

Recipient Product:

- Electric Vehicle Charger Inventory Report

TASK *12* DATA COLLECTION AND ANALYSIS

The goal of this task is to collect operational data from the project and to analyze that data for economic and environmental impacts.

The Recipient shall:

- For all electric vehicle chargers and charging stations installed on or after January 1, 2024:
    - Comply with recordkeeping and reporting standards as described in CEC's regulations. These requirements are not applicable to those electric vehicle chargers and charging stations installed at residential real property containing four or fewer dwelling units.

- Comply with all industry best practices and charger technology capabilities that are demonstrated to increase reliability, as described in CEC's regulations.
- Without limitation to other requirements in this Agreement, Recipient shall comply with any other regulatory requirements, including but not limited to uptime requirements and operation and maintenance requirements. Such regulatory requirements may, but will not necessarily, be enacted after execution of this Agreement. Once regulations are final, they will apply to work under this Agreement irrespective of when finalized. Any updates to regulations may also be applicable to work under this Agreement.
- If the Recipient is an electric vehicle service provider or other third-party entity that is not the site host, the electric vehicle service provider or third-party entity shall provide a disclosure to the site host about the site host's right to designate the service provider or third-party as the entity to report the data on behalf of the site host. The Recipient shall verify receipt by signing the disclosure.

- Collect and provide the following data:
  - Number, type, date, and location of chargers installed.
  - Nameplate capacity of the installed equipment, in kW for chargers.
  - Number and type of outlets per charger.
  - Location type, such as street, parking lot, hotel, restaurant, or multi-unit housing.
  - Total cost per charger, the subsidy from the CEC per charger, federal subsidy per charger, utility subsidy per charger, and privately funded share per charger.
- Collect and provide 12 months of throughput, usage, and operations data from the project including, but not limited to:
  - Number of charging sessions
  - Average charger downtime
  - Peak power delivered (kW)
  - Duration of active charging, hourly
  - Duration of charging session, hourly (e.g., vehicle parked but not actively charging)
  - Average session duration
  - Energy delivered (kWh)
  - Average kWh dispensed
  - Types of vehicles using the charging equipment

- Applicable price for charging, including but not limited to: electric utility tariff, EVSP service contract, or public charger price
- Payment method for public charging
- Energy delivered back to grid or facility if a bidirectional charging use case (kWh)
- Maximum capacity of the new fueling system
- Normal operating hours, up time, downtime, and explanations of variations
- Gallons of gasoline and/or diesel fuel displaced (with associated mileage information)
- Expected air emissions reduction, for example:
  - Non-methane hydrocarbons
  - Oxides of nitrogen
  - Particulate Matter
  - Formaldehyde
- Duty cycle of the current fleet and the expected duty cycle of future vehicle acquisitions

- Identify any current and planned use of renewable energy at the facility.
- Identify the source of the alternative fuel.
- Describe any energy efficiency measures used in the facility that may exceed Title 24 standards in Part 6 of the California Code Regulations.
- Provide data on potential job creation, economic development, and increased state revenue as a result of expected future expansion.
- Provide a quantified estimate of the project's carbon intensity values for life-cycle greenhouse gas emissions.
- Compare any project performance and expectations provided in the proposal to CEC with actual project performance and accomplishments.
- Provide a *Data Collection and Information Analysis Report* that lists and analyzes all the data and information described above.

Products:

- Data Collection and Information Analysis Report

TASK *13* PROJECT FACT SHEET

The goal of this task is to develop an initial and final project fact sheet that describes the CEC-funded project and the benefits resulting from the project for the public and key decision makers.

The Recipient shall:

- Prepare an *Initial Project Fact Sheet* at start of the project that describes the project and the expected benefits. Use the format provided by the CAM.
- Prepare a *Final Project Fact Sheet* at the project's conclusion that describes the project, the actual benefits resulting from the project, and lessons learned from implementing the project. Use the format provided by the CAM.
- Provide at least (6) six *High Quality Digital Photographs* (minimum resolution of 1300x500 pixels in landscape ratio) of pre and post technology installation at the project sites or related project photographs.

Products:

- Initial Project Fact Sheet
- Final Project Fact Sheet
- High Quality Digital Photographs

Attachment 03
Exhibit A-1

Schedule of Products and Due Dates

Task Number	*Task Name*	*Product(s)*	*Due Date*
1.1	**Attend Kick-off Meeting**		
		Updated Schedule of Products	10/15/2024
		Updated List of Match Funds	10/15/2024
		Updated List of Permits	10/15/2024
		Written Statement of Match Share Activities	10/15/2024
		Kick-Off Meeting Agenda (CEC)	10/15/2024
1.2	**Critical Project Review Meetings**		
		CPR Report	<Insert Date>
	1st CPR Meeting	CPR Meeting Agenda (CEC)	<Insert Date>
		Schedule for written determination (CEC)	<Insert Date>
		Written determination (CEC)	<Insert Date>
<Add as many CPRs as required>		<Utilize same products as 1st CPR Meeting>	<Insert Date>
		<Utilize same products as 1st CPR Meeting>	<Insert Date>
1.3	**Final Meeting**		
		Written documentation of meeting agreements	9/1/2027
		Schedule for completing closeout activities	10/1/2027
1.4	**Monthly Calls**		
		Email to CAM concurring with call summary notes	Within 5 days of receipt
1.5	**Quarterly Progress Reports**		
		Quarterly Progress Reports	10th calendar day of each January, April, July, and October during the approved term of this Agreement
1.6	**Final Report**		
		Final Outline of the Final Report	11/30/2027
		Draft Final Report	12/31/2027
		Final Report (no less than 60 days before the end term of the agreement)	3/31/2028
1.7	**Identify and Obtain Match Funds**		
		A letter regarding match funds or stating that no match funds are provided	At time of application submission
		Copy(ies) of each match fund commitment letter(s) (if applicable)	At time of application submission
		Letter(s) for new match funds (if applicable)	Within 10 days of identifying new match funds
		Letter that match funds were reduced (if applicable)	Within 10 days of identifying reduced funds

Attachment 03
Exhibit A-1

Schedule of Products and Due Dates

Task Number	*Task Name*	*Product(s)*	*Due Date*
1.8	**Identify and Obtain Required Permits**		
		Letter documenting the permits or stating that no permits are required	30 days prior to each installation phase
		A copy of each approved permit (if applicable)	Within 10 days of receiving each permit
		Updated list of permits as they change during the term of the Agreement (if applicable)	Within 10 days of change in list of permits
		Updated schedule for acquiring permits as changes occur during the term of the Agreement (if applicable)	Within 10 days of change in schedule for obtaining permits
		A copy of each final approved permit (if applicable)	Within 10 days of receiving each permit
1.9	**Obtain and Execute Subawards**		
		Letter describing the subawards needed, or stating that no subawards are required	Within 10 days of execution
		Draft subawards (if requested)	15 days prior to the scheduled execution date
		Final subawards (if requested)	Within 10 days of execution
2	**INTERNAL KICK OFF MEETING**		
		Communications plan and project timeline with milesto	within first 30 days of project launch
3	**SITE REVIEW**		
		Site inventory with installation locations, special electri	1/31/2025
4	**PRE-INSTALLATION CHECK IN**		
		Installation plan with recommended phasing	2/27/2025
5	**PERMIT SUBMISSION**		
		Permits submitted and approved	3/31/2025
6	**PHASE 1 CHARGER INSTALLATION**		
		Chargers and warranties (phase 1)	4/30/2025
		Fleet Manager Training	4/30/2025
		AB 841 certification	5/1/2025
		EVITP Certification Numbers	5/1/2025
7	**PHASE 2 CHARGER INSTALLATION**		
		AB 841 certification	5/1/2025
		EVITP Certification Numbers	5/1/2025
		Chargers and warranties (phase 2)	7/31/2025
		Fleet Manager Training	7/31/2025
8	**PHASE 3 CHARGER INSTALLATION**		

Attachment 03
Exhibit A-1

Schedule of Products and Due Dates

Task Number	Task Name	Product(s)	Due Date
		AB 841 certification	5/1/2025
		EVITP Certification Numbers	5/1/2025
		Chargers and warranties (phase 3)	3/31/2026
		Fleet Manager Training	3/31/2026
9	**INTERNAL CLOSE OUT MEETING**		
		Raw data and user experience report	9/30/2027
10	**OPERATIONS AND RELIABILITY**		
10.2	**Recordkeeping**		
		Remote Monitoring Records	Within 10 business days of CEC request
		Maintenance Records	Within 10 business days of CEC request
		Data Dictionary	Within 10 business days of CEC request
10.3	**Maintenance Requirements**		
		Maintenance section of Quarterly Report on Charger and Charging Port Reliability and Maintenance described in Task XX.4	Included in each Quarterly Report in Task XX.4
10.4	**Reporting**		
		Quarterly Report on Charger and Charging Port Reliability and Maintenance	10th day of each January, April, July, and October
11	**SEMI-ANNUAL ELECTRIC VEHICLE CHARGER INVENTORY REPORTS**		
		Electric Vehicle Charger Inventory Report	Within 30 calendar days of execution and then the end of each July and end of each January thereafter during the term of the agreement.
12	**DATA COLLECTION AND ANALYSIS**		
		L2 Chargers	<Insert Date>
		Data Collection and Information Analysis Report	3/31/2028
13	**PROJECT FACT SHEET**		
		Initial Project Fact Sheet	3/31/2028
		Final Project Fact Sheet	3/31/2028
		High Quality Digital Photographs	3/31/2028

I. Instructions for Schedule of Products and Due Dates

This workbook contains the spreadsheet for the Schedule of Products and Due Dates. Items in <blue type> need to be completed. All other items should remain unchanged.

For each Administrative Task, insert the planned start and completion dates. For the Critical Project Reviews (CPRs), add as many CPRs as the project requires. If this form is being completed by an Applicant as part of a proposal to the Energy Commission, leave the CPR sections blank. These sections will be completed by the Energy Commission prior to issuing a funding award.

For each Technical Task, insert the name of each task as it is titled in the Scope of Work, the name of each product(s) associated with each task as they are titled in the Scope of Work (using Caps and Bold), and the planned completion dates. Delete or insert rows as necessary.

Template Version 2/17/2023

Workbook Instructions

Input Data: Enter information as required in all cells highlighted in Blue.

Restricted Editing: All cells not highlighted in Blue are locked from editing. Locked cells include: cells with formulas highlighted in Gray or Light Yellow, cells with no color fill (white), etc.

For the Agreement Budget Template ONLY: Colored Tabs:
The "**Equipment**" and "**Subrecipients & Vendors**" budget category tabs are colored **ORANGE** to indicate that line item details can be entered for these budget categories. The other budget category tabs (Direct Labor, Fringe Benefits, Travel, Materials & Misc., and Indirect Costs & Profit) only contain category totals.

Regarding Confidential Information: Avoid disclosing trade secrets and confidential information on any agreement document, since these documents are publicly accessible.

Rules for decimal places on values:

- ***Budget and Invoice values:***
  - Rounding of any values, as described below, should be performed using standard rounding practices.
  - For all currency rates (e.g., Direct Labor, and Unit Cost): Round to the cent ($0.01).
  - For all percentage rates (e.g., Fringe Benefits, Indirect Cost, and Profit): Round to a maximum of two decimal places of a percent (e.g., 25.12%). You can round to less if desired, such as one decimal place (e.g., 25.1%), or zero decimal places (e.g., 25%).
  - For all quantity values (e.g., # of hours, # of months, and # of units): Round to a maximum of two decimal places (e.g., 50.12). You can round to less if desired, such as one decimal place (e.g., 50.1), or zero decimal places (e.g., 50).
- ***Budget values:***
  - For entered and totaled (via calculation) CEC and Match share budget values: Round to the dollar ($1).
  - For all calculated currency values (e.g., rate x hours, rate x months, base amount, and rate x base amount): Round to the dollar ($1).
- ***Invoice values:***
  - For entered and totaled (via calculation) CEC and Match share expense invoice values: Round to the cent ($0.01).
  - For all calculated currency values (e.g., rate x hours, rate x months, base amount, and rate x base amount): Round to the cent ($0.01).
  - **SPECIAL CIRCUMSTANCE for calculated currency values:** ONLY if a calculated value (e.g., rate x hours = actual labor expense) does NOT equal the actual expense, because of the decimal place rules provided for rates and quantity values listed above, it is acceptable to use as many decimal places as necessary for rates and quantity values listed above to ensure that the calculated value DOES equal the actual expense.

Invoice Supporting Documentation Requirements, per Budget Category:

The list below contains the supporting documentation that is required to be submitted with an invoice. IMPORTANT: The recipient and subrecipients must still retain supporting documentation for all project expenses in case of an audit ("supporting documents" are also known as "backup documents").

- **Direct Labor** – No supporting documentation required with invoice.
- **Fringe Benefits** – No supporting documentation required with invoice.
- **Travel** - Receipts are required only for: Lodging, Airfare, Rental car (including gasoline expenses), Bus/train. Travel Form required for all travel included on an invoice
- **Equipment** – 1) For equipment that is equal to or greater than $100,000 per line item total (including both CEC and Match Funds), documentation showing the payment terms must be provided to the CAM. 2) CAM must be able to verify equipment purchases for: 1) equipment with a per line item incurred cost of $500,000 or greater; or 2) a single equipment vendor with $500,000 or more in equipment incurred costs. See Invoice Review Checklist for methods to verify.
- **Materials & Miscellaneous** – Receipt required for any line item total that is $5,000 or more.
- **Subrecipients & Vendors** – Major subrecipients (Budget of $100k or more) follow the same budget requirements as the Recipient when submitting an invoice. For Minor subrecipients and Vendors, subrecipient or vendor invoice required.
- **Indirect Costs & Profit** – No supporting documentation required with invoice.

Adding Rows: If additional rows are needed within a section, unhide the hidden rows (i.e., select the row directly above and below the hidden rows, then right-click the selection and select "Unhide"). Hide any unused rows. DO NOT USE THE LAST TWO ROWS THAT ARE MARKED "CEC USE ONLY". If all but the last 2 rows are used, and more rows are required, please contact the ECAMS Support team (ECAMS.Support@energy.ca.gov).

FOR ECAMS SUPPORT TEAM ONLY: *ADDING ROWS:*
To add additional rows and maintain the formulas within the totals, (1) unprotect the sheet, (2) copy the second to the last row in the section, (3) insert the copied row just above the last row, (4) repeat steps 2 - 3 as required, (5) correct formatting and REFERENCE IDs as required, (6) delete "CEC USE ONLY" from all but the last two rows in the section, and (7) re-protect the sheet.

Updating Modification Date on Budgets:
After making modifications to a budget file, update the modification date as described below.

- **Budget Worksheet file** – Update the "*Date of Last Budget Worksheet Modification*" to the date the modifications were completed. Update the "Date of Last Budget Worksheet Modification" in cell D1 of the "Category Budget" tab–this updates the rest of the tabs in the template.
- **Agreement Budget file** – Update the "*Date of Last Approved Agreement Budget Modification*" to the date the modifications were approved. Update the "Date of Last Approved Agreement Budget Modification" in cell D1 of the "Category Budget" tab–this updates the rest of the tabs in the template.

FOR ECAMS SUPPORT TEAM ONLY: *UPDATING "TEMPLATE VERSION" DATE:*
After making modifications to a budget or invoice template, update the "*Template Version*" date to the date the modifications were completed. For the budget templates, update the "*Template Version*" date in cell A1 of the "*Category Budget*" tab–this updates the rest of the tabs in the template. For the invoice templates, update the "*Template Version*" date in cell A1 of the "*Invoice Payment Cover Sheet*" tab–this updates the rest of the tabs in the template.

ECAMS Support: For support on how to complete this template, please visit the ECAMS Resources web page. The link to this web page is provided in the cell below:

https://www.energy.ca.gov/funding-opportunities/funding-resources/ecams-resources

PROPOSAL BUDGET

Category Budget

Grant Funding Number	GFO-23-606		
Name of Organization	City and County of San Francisco		
Recipient			
None			
Cost Category	**CEC Share**	**Match Share**	**Total**
Direct Labor	$ 3,009,640	$ -	$ 3,009,640
Fringe Benefits	$ 1,172,256	$ -	$ 1,172,256
Total Labor	**$ 4,181,896**	**$ -**	**$ 4,181,896**
Travel	$ -	$ -	$ -
Equipment	$ -	$ 1,481,993	$ 1,481,993
Materials/Miscellaneous	$ 646,986	$ 45,514	$ 692,503
Subrecipients/Vendors	$ 208,608	$ 1,301,352	$ 1,509,960
Total Other Direct Costs	**$ 855,594**	**$ 2,828,859**	**$ 3,684,456**
Indirect Costs	$ -	$ -	$ -
Profit (not allowed for grant recipients)	$ -	$ -	$ -
Total Indirect and Profit	**$ -**	**$ -**	**$ -**
Grand Totals	***$ 5,037,490***	***$ 2,828,859***	***$ 7,866,352***
Total CEC Reimbursable Funds Spent in California or Paid to California-Based Entities (if applicable)	***$ 4,987,115***		
Percentage of CEC Reimbursable Funds Spent in California or Paid to California-Based Entities	***99.00%***		

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PROPOSAL BUDGET

Direct Labor (Unloaded)

GFO-23-606: City and County of San Francisco

Hourly Rates

Job Classification	Highest Estimated Labor Rate ($ per hour)	# of Hours	Rate x Hours	CEC Share	Match Share	Total
7345 DPW Electrician (3 staff members)	$ 145.06	13728.00	**$ 1,991,436**	$ 1,991,436	$ -	**$ 1,991,436**
7238 DPW Electrician Supervisor	$ 164.05	1610.00	**$ 264,121**	$ 264,121	$ -	**$ 264,121**
7263 DPW Maintenance Manager (Project Manager)	$ 171.00	445.00	**$ 76,093**	$ 76,093	$ -	**$ 76,093**
7514 DPW Support Labor	$ 90.84	424.00	**$ 38,516**	$ 38,516	$ -	**$ 38,516**
0923 ADM Project Supervisor	$ 91.88	576.00	**$ 52,923**	$ 52,923	$ -	**$ 52,923**
1824 ADM Project Manager	$ 85.39	5616.00	**$ 479,550**	$ 479,550	$ -	**$ 479,550**
5640 Environment Analyst	$ 64.06	190.00	**$ 12,171**	$ 12,171	$ -	**$ 12,171**
1657 ADM Accountant	$ 85.34	550.00	**$ 46,937**	$ 46,937	$ -	**$ 46,937**
1634 ADM Principal Account Clerk	$ 54.91	550.00	**$ 30,201**	$ 30,201	$ -	**$ 30,201**
0931 ADM Budget Supervisor	$ 145.01	61.00	**$ 8,846**	$ 8,846	$ -	**$ 8,846**
0931 ADM Accounting Supervisor	$ 145.01	61.00	**$ 8,846**	$ 8,846	$ -	**$ 8,846**
CEC USE ONLY	$ -	0.00	**$ -**	$ -	$ -	**$ -**
CEC USE ONLY	$ -	0.00	**$ -**	$ -	$ -	**$ -**
Hourly Direct Labor Totals				**$ 3,009,640**	**$ -**	**$ 3,009,640**

Monthly Salary Rates

Job Classification	Highest Estimated Labor Rate ($ per month)	# of Months	Rate x Months	CEC Share	Match Share	Total
	$ -	0.00	**$ -**	$ -	$ -	**$ -**
	$ -	0.00	**$ -**	$ -	$ -	**$ -**
	$ -	0.00	**$ -**	$ -	$ -	**$ -**
	$ -	0.00	**$ -**	$ -	$ -	**$ -**
	$ -	0.00	**$ -**	$ -	$ -	**$ -**
	$ -	0.00	**$ -**	$ -	$ -	**$ -**
	$ -	0.00	**$ -**	$ -	$ -	**$ -**
	$ -	0.00	**$ -**	$ -	$ -	**$ -**
	$ -	0.00	**$ -**	$ -	$ -	**$ -**
Monthly Direct Labor Totals				**$ -**	**$ -**	**$ -**

Direct Labor Grand Totals

	CEC Share	Match Share	Total
Grand Totals	**$ 3,009,640**	**$ -**	**$ 3,009,640**

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PROPOSAL BUDGET

Fringe Benefits

GFO-23-606: City and County of San Francisco

Job Classification	Highest Estimated Fringe Benefit Rate (%)	Direct Labor Costs ($)	Rate x Costs	CEC Share	Match Share	Total
7345 Electrician (3 staff members)	38.95%	$ 1,991,436	**$ 775,664**	$ 775,664	$ -	**$ 775,664**
7238 Electrician Supervisor	38.95%	$ 264,121	**$ 102,875**	$ 102,875	$ -	**$ 102,875**
7263 DPW Maintenance Manager (Project Manager)	38.95%	$ 76,093	**$ 29,638**	$ 29,638	$ -	**$ 29,638**
7514 DPW Support Labor	38.95%	$ 38,516	**$ 15,002**	$ 15,002	$ -	**$ 15,002**
0923 ADM Project Supervisor	38.95%	$ 52,923	**$ 20,614**	$ 20,614	$ -	**$ 20,614**
1824 ADM Project Manager	38.95%	$ 479,550	**$ 186,785**	$ 186,785	$ -	**$ 186,785**
5640 Environment Analyst	38.95%	$ 12,171	**$ 4,741**	$ 4,741	$ -	**$ 4,741**
1657 ADM Accountant	38.95%	$ 46,937	**$ 18,282**	$ 18,282	$ -	**$ 18,282**
1634 ADM Principal Account Clerk	38.95%	$ 30,201	**$ 11,763**	$ 11,763	$ -	**$ 11,763**
0931 ADM Budget Supervisor	38.95%	$ 8,846	**$ 3,446**	$ 3,446	$ -	**$ 3,446**
0931 ADM Accounting Supervisor	38.95%	$ 8,846	**$ 3,446**	$ 3,446	$ -	**$ 3,446**
CEC USE ONLY	0.00%	$ -	**$ -**	$ -	$ -	**$ -**
CEC USE ONLY	0.00%	$ -	**$ -**	$ -	$ -	**$ -**
Grand Totals		**$ 3,009,640**	**$ 1,172,256**	**$ 1,172,256**	**$ -**	**$ 1,172,256**

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PROPOSAL BUDGET

Travel

GFO-23-606: City and County of San Francisco

Reference ID	Task #	Traveler Name and Job Classification	Dates of Travel (From/To)	Departure and Destination	Trip Purpose	CEC Share	Match Share	Total
T-1						$ -	$ -	$ -
T-2						$ -	$ -	$ -
T-3						$ -	$ -	$ -
T-4						$ -	$ -	$ -
T-5						$ -	$ -	$ -
T-6						$ -	$ -	$ -
T-7						$ -	$ -	$ -
T-8						$ -	$ -	$ -
T-9						$ -	$ -	$ -
T-10						$ -	$ -	$ -
					Grand Totals	$ -	$ -	$ -

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PROPOSAL BUDGET

Equipment

GFO-23-606: City and County of San Francisco

Reference ID	Task #	Seller of item(s)	Description	Purpose	# of Units	Unit Cost	Total: # of Units x Unit Cost	CEC Share	Match Share	Total
E-1		Verdek LLC (State Contract for EV Supply Equipment, Contract ID 1-23-61-15B)	Level 2 smart chargers with 2 ports. Cost includes sales tax and an estimated 7.5% for shipping.	Charger ports for installation as outlined in proposal	191.00	$ 7,271.35	**$ 1,388,827**	$ -	$ 1,388,827	**$ 1,388,827**
E-2		Verdek LLC (State Contract for EV Supply Equipment, Contract ID 1-23-61-15B)	Level 2 smart charger with 1 port. Cost includes sales tax and an estimated 7.5% for shipping.	Charger ports for installation as outlined in proposal	21.00	$ 4,436.46	**$ 93,166**	$ -	$ 93,166	**$ 93,166**
E-3					0.00	$ -	**$ -**	$ -	$ -	**$ -**
E-4					0.00	$ -	**$ -**	$ -	$ -	**$ -**
E-5					0.00	$ -	**$ -**	$ -	$ -	**$ -**
E-6					0.00	$ -	**$ -**	$ -	$ -	**$ -**
E-7					0.00	$ -	**$ -**	$ -	$ -	**$ -**
E-8					0.00	$ -	**$ -**	$ -	$ -	**$ -**
E-9					0.00	$ -	**$ -**	$ -	$ -	**$ -**
E-10					0.00	$ -	**$ -**	$ -	$ -	**$ -**
							Grand Totals	**$ -**	**$ 1,481,993**	**$ 1,481,993**

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PROPOSAL BUDGET

Materials & Miscellaneous

GFO-23-606: City and County of San Francisco

Reference ID	Task #	Seller of item(s)	Description	Purpose	# of Units	Unit Cost	Total: # of Units x Unit Cost	CEC Share	Match Share	Total
M-1	6, 7, 8	TBD	Nuts, bolts, conduit, electrical covers	M&S for easy installs (Phase 1)	40.00	$ 825.00	**$ 33,000**	$ 31,000	$ 2,000	**$ 33,000**
M-2	6, 7, 8	TBD	Nuts, bolts, conduit, electrical covers	M&S for medium installs (Phase 2)	262.00	$ 1,650.00	**$ 432,300**	$ 410,043	$ 22,257	**$ 432,301**
M-3	6, 7, 8	TBD	Nuts, bolts, conduit, electrical covers, potential trenching and use of heavy equipment	M&S for difficult installs (Phase 3)	101.00	$ 2,200.00	**$ 222,200**	$ 205,943	$ 16,257	**$ 222,202**
M-4	2	TBD	IT Equipment for 1824 Project Manager	Laptop, cell phone, and software for 1824 to perform work on site visits	1.00	$ 5,000.00	**$ 5,000**	$ -	$ 5,000	**$ 5,000**
M-5					0.00	$ -	**$ -**	$ -	$ -	**$ -**
M-6					0.00	$ -	**$ -**	$ -	$ -	**$ -**
M-7					0.00	$ -	**$ -**	$ -	$ -	**$ -**
M-8					0.00	$ -	**$ -**	$ -	$ -	**$ -**
M-9					0.00	$ -	**$ -**	$ -	$ -	**$ -**
M-10					0.00	$ -	**$ -**	$ -	$ -	**$ -**
							Grand Totals	**$ 646,986**	**$ 45,514**	**$ 692,503**

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PROPOSAL BUDGET

Subrecipients & Vendors

GFO-23-606: City and County of San Francisco

Subrecipients

Reference ID	Task #	Subrecipient *(Please Use Legal Name)*	Entity Number (CA Secretary of State)	Purpose	CA Business Certifications DVBE/ SB/MB/None	CEC Share	Match Share	Total
S-1					None	$ -	$ -	$ -
S-2					None	$ -	$ -	$ -
S-3					None	$ -	$ -	$ -
S-4					None	$ -	$ -	$ -
S-5					None	$ -	$ -	$ -
S-6					None	$ -	$ -	$ -
S-7					None	$ -	$ -	$ -
S-8					None	$ -	$ -	$ -
S-9					None	$ -	$ -	$ -
S-10					None	$ -	$ -	$ -
S-11					None	$ -	$ -	$ -
S-49		CEC USE ONLY			None	$ -	$ -	$ -
S-50		CEC USE ONLY			None	$ -	$ -	$ -
					Subrecipient Totals	**$ -**	**$ -**	**$ -**

Vendors

Reference ID	Task #	Vendor *(Please Use Legal Name)*	Entity Number (CA Secretary of State)	Purpose	CA Business Certifications DVBE/ SB/MB/None	CEC Share	Match Share	Total
V-1		Verdek LLC (State Contract for EV Supply Equipment, Contract ID	202252518140	Upfront extended 5 year warranty (as noted in	None	$ 208,608	$ -	**$ 208,608**
V-2		Verdek LLC (State Contract for EV Supply Equipment, Contract ID	202252518140	Upfront 5 year networking service purchase (required in contract to	None	$ -	$ 188,052	**$ 188,052**
V-3		TBD following competitive process	TBD	Utilization Analysis Software	None	$ -	$ 222,660	**$ 222,660**
V-4		Geotab	3880398	Telematics Software	None	$ -	$ 890,640	**$ 890,640**
V-5					None	$ -	$ -	$ -
V-6					None	$ -	$ -	$ -
V-7					None	$ -	$ -	$ -
V-8					None	$ -	$ -	$ -
V-9					None	$ -	$ -	$ -
V-10					None	$ -	$ -	$ -
					Vendor Totals	**$ 208,608**	**$ 1,301,352**	**$ 1,509,960**

Subrecipients & Vendors Grand Totals

	CEC Share	Match Share	Total
Grand Totals	**$ 208,608**	**$ 1,301,352**	**$ 1,509,960**

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PROPOSAL BUDGET

Indirect Costs and Profit

GFO-23-606: City and County of San Francisco

CEC De Minimis Rate

Indirect Cost(s)

Name of Indirect Cost	Indirect Cost (IDC) Base Category	IDC Base CEC Share ($)	IDC Base Match Share ($)	Total IDC Base CEC Share ($)	Total IDC Base Match Share ($)	Total IDC Base ($)	IDC Rate (%)	Rate x Base ($)	CEC Share	Match Share	Total
	Direct Labor	$ -	$ -								
	Fringe Benefits	$ -	$ -								
	Travel	$ -	$ -								
	Equipment	$ -	$ -	$ -	$ -	$ -	25.00%	**$ -**	$ -	$ -	**$ -**
	Materials/Misc.	$ -	$ -								
	Subrecipients/Vendors	$ -	$ -								
	Indirect Cost	$ -	$ -								
	Direct Labor	$ -	$ -								
	Fringe Benefits	$ -	$ -								
	Travel	$ -	$ -								
	Equipment	$ -	$ -	$ -	$ -	$ -	0.00%	**$ -**	$ -	$ -	**$ -**
	Materials/Misc.	$ -	$ -								
	Subrecipients/Vendors	$ -	$ -								
	Indirect Cost	$ -	$ -								
	Direct Labor	$ -	$ -								
	Fringe Benefits	$ -	$ -								
	Travel	$ -	$ -								
	Equipment	$ -	$ -	$ -	$ -	$ -	0.00%	**$ -**	$ -	$ -	**$ -**
	Materials/Misc.	$ -	$ -								
	Subrecipients/Vendors	$ -	$ -								
	Indirect Cost	$ -	$ -								
	Direct Labor	$ -	$ -								
	Fringe Benefits	$ -	$ -								
	Travel	$ -	$ -								
	Equipment	$ -	$ -	$ -	$ -	$ -	0.00%	**$ -**	$ -	$ -	**$ -**
	Materials/Misc.	$ -	$ -								
	Subrecipients/Vendors	$ -	$ -								
	Indirect Cost	$ -	$ -								
	Direct Labor	$ -	$ -								
	Fringe Benefits	$ -	$ -								
	Travel	$ -	$ -								
	Equipment	$ -	$ -	$ -	$ -	$ -	0.00%	**$ -**	$ -	$ -	**$ -**
	Materials/Misc.	$ -	$ -								
	Subrecipients/Vendors	$ -	$ -								
	Indirect Cost	$ -	$ -								
								Indirect Costs Grand Totals	**$ -**	**$ -**	**$ -**

Profit

Profit Base Categories	Profit Base CEC Share ($)	Profit Base Match Share ($)	Total Profit Base CEC Share ($)	Total Profit Base Match Share ($)	Total Profit Base ($)	Profit Rate (%)	Rate x Base ($)	CEC Share	Match Share	Total
Direct Labor	$ -	$ -								
Fringe Benefits	$ -	$ -								
Travel	$ -	$ -								
Equipment	$ -	$ -	$ -	$ -	$ -	0.00%	**$ -**	$ -	$ -	**$ -**
Materials/Misc.	$ -	$ -								
Subrecipients/Vendors	$ -	$ -								
Indirect Cost	$ -	$ -								
							Profit Grand Totals	**$ -**	**$ -**	**$ -**

Worksheet Specific Instructions

CONDITIONAL FORMATTING APPLIED: *If the CEC Share value is greater than the Total IDC Base CEC Share ($) multiplied by the IDC Rate (%), as indicated by red conditional formatting (dark red text, light red fill), then the budget will have to be corrected and the Recipient notified that the CEC does not pay for Indirect Costs (IDCs) on IDC Base Amounts charged as Match Share expenses.*

CONDITIONAL FORMATTING APPLIED: *If the CEC Share value is greater than the Total Profit Base CEC Share ($) multiplied by the Profit Rate (%), as indicated by red conditional formatting (dark red text, light red fill), then the budget will have to be corrected and the Recipient notified that the CEC does not pay for Profit on Profit Base Amounts charged as Match Share expenses.*

Attachment 05
CONTACT LIST

Please complete the information in the "Recipient" column.

California Energy Commission	Recipient
Commission Agreement Manager: *(Progress Reports and Non-Confidential Products may be emailed to the CAM or uploaded into ECAMS with Invoice.)* (TBD by CEC) California Energy Commission 715 P Street, MS-XX Sacramento, CA 95814 Phone: (916) XXX-XXXX e-mail:	**Project Manager:** Camilla Taufic City and County of San Francisco 555 Selby St San Francisco, CA 94124 Phone: (628) 652-5619 Fax: n/a e-mail: camilla.taufic@sfgov.org
Commission Agreement Officer: (TBD by CEC) California Energy Commission Contracts, Grants, and Loans Office 715 P Street, MS-18 Sacramento, CA 95814 Phone: (916) XXX-XXXX	**Administrator:** Kennia Rodriguez City and County of San Francisco 555 Selby St San Francisco, CA 9412 Phone: (628) 652–5640 Fax: n/a e-mail: kennia.rodriguez@sfgov.org
Invoices: Please submit electronic invoices in ECAMS: https://ecams.energy.ca.gov/s/login/	**Accounting Officer:** Hazelle Fernandez City and County of San Francisco 1 Dr. Carlton B Goodlett Place San Francisco, CA 94102 Phone: (415) 554-7517 Fax: n/a e-mail: hazelle.fernandez@sfgov.org
Legal Notices: Tatyana Yakshina Grants Manager California Energy Commission 715 P Street, MS-18 Sacramento, CA 95814 Phone: (916) 827-9294 e-mail: tatyana.yakshina@energy.ca.gov	**Recipient Legal Notices:** Don Jones City and County of San Francisco 555 Selby St San Francisco, CA 9412 Phone: (628) 652-5621 Fax: n/a e-mail: don.jones@sfgov.org

ATTACHMENT 6

CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) WORKSHEET

The California Environmental Quality Act (CEQA) (Public Resources Code §§ 21000 et seq.) requires public agencies to identify the significant environmental impacts of their actions and to avoid or mitigate them, if feasible.[1] Under CEQA, an activity that may cause either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment is called a "project." (Public Resources Code § 21065.) Approval of a contract, grant, or loan may be a "project" under CEQA if the activity being funded may cause a direct physical change or a reasonably foreseeable indirect physical change in the environment. Agencies must comply with CEQA before they approve a "project." This can include preparing a Notice of Exemption or conducting an Initial Study and preparing a Negative Declaration, a Mitigated Negative Declaration, or, if there are significant impacts, an Environmental Impact Report.

The Lead Agency is the public agency that has the greatest responsibility for preparing environmental documents under CEQA, and for carrying out, supervising, or approving a project. Where the award recipient is a public agency, the Lead Agency is typically the recipient. Where the award recipient is a private entity, the Lead Agency is the public agency that has greatest responsibility for supervising or approving the project as a whole.[2] When issuing contracts, grants or loans, the Energy Commission is typically a "Responsible Agency" under CEQA, which means that it must make its own CEQA findings based on review of the Lead Agency's environmental documents. If the Energy Commission is the only public agency with responsibility for approving the project, then the Energy Commission must act as the Lead Agency and prepare its own environmental documents before approving the project.

This worksheet will help the Energy Commission determine what kind of CEQA review, if any, is necessary before it can approve the award, and which agency will be performing that review as a Lead Agency. Please answer all questions as completely as possible. It may also help you to think through the CEQA process necessary for your proposed project. The Energy Commission may request additional information in order to clarify responses provided on this worksheet.

[1] For a brief summary of the CEQA process, please visit http://ceres.ca.gov/ceqa/summary.html.
[2] 14 C.C.R. §§ 15050, 15051. The Lead Agency typically has general governmental powers (such as a city or county), rather than a single or limited purpose (such as an air pollution control district).

1. **What are the physical aspects of the project? (Check all that apply and provide brief description of work, including any size or dimensions of the project).**

Type of Project	Yes	No	Project Description
Construction (including grading, paving, etc.)	☒	☐	Removal of concrete; repaving; repainting parking lines, installation of 403 Light Duty EV Chargers, running conduit at sites outlined in Appendix A
Trenching	☒	☐	Some sites may require trenching, however we have prioritized sites that we anticipate have the lowest level of infrastructure overhaul required.
New or replaced pipelines	☐	☒	
Modification or conversion of a facility	☒	☐	37 sites, all properties owned by CCSF, will install of L2 smart chargers for light duty EVs
New or modified operation of a facility or equipment	☐	☒	All sites are already parking areas for existing City fleet vehicles.
On-road demonstration	☐	☒	
Paper study (including analyses on economics, feedstock availability, workforce availability, etc.)	☐	☒	
Laboratory research	☐	☒	
Temporary or mobile structures (skid-mounted)	☐	☒	
Design/Planning	☒	☐	The Department of Public Works will do a design/planning phase to lay out the best parking spots to add EV charger ports to
Other (describe and add pages as necessary)	☐	☒	

2. **Where is the project located or where will it be located? (Attach additional sheets as necessary.)**

Address	County	Type of Work to Be Completed at Site
See Appendix A for complete list/addresses (37)	San Francisco (34) and San Mateo (3)	Installation of L2 smart chargers for light duty EVs; running conduit; pulling wire; mounting chargers; and trenching, repaving, line repainting (if needed at site).

3. **Will the project potentially have environmental impacts that trigger CEQA review? (Check a box and explain for each question.)**

Question	Yes	No	Don't Know	Explanation
Is the project site environmentally sensitive?	☐	☒	☐	
Is the project site on agricultural land?	☐	☒	☐	No, all sites are City-owned parking areas.
Is this project part of a larger project?	☐	☒	☐	No, the charger port installations will be stand-alone projects, unless unforeseen project needs arise.
Is there public controversy about the proposed project or larger project?	☐	☒	☐	The City has not received pushback on installing EV charger ports for City fleet on City sites to date.
Will historic resources or historic buildings be impacted by the project?	☐	☒	☐	No, only existing City parking areas will be impacted.

Is the project located on a site the Department of Toxic Substances Control and the Secretary of the Environmental Protection have identified as being affected by hazardous wastes or cleanup problems?	☐	☒	☐	No, only existing City parking areas will be used.
Will the project generate noise or odors in excess of permitted levels?	☐	☒	☐	No, we anticipate that most, if not all, of the work will be done without trenching or excessive noise.
Will the project increase traffic at the site and by what amount?	☐	☒	☐	

4. Will the project require discretionary permits or determinations, as listed below?

Type of Permit	No	Modified	New	Approving Agency	Reason for Permit, Summary of Process, and Anticipated Date of Issuance
Air Quality Permit	☒	☐	☐		N/A
Water Quality Permit	☒	☐	☐		N/A
Conditional Use Permit or Variance	☒	☐	☐		N/A
Building Expansion Permit	☒	☐	☐		N/A
Hazardous Waste Permit	☒	☐	☐		N/A
Rezoning	☒	☐	☐		N/A
Authority to Construct	☒	☐	☐		N/A

Other Permits (List types)	☐	☐	☒	Department of Building Inspections	Basic building permit to conduct construction activities

5. **Of the agencies listed in #4, have you identified and contacted the public agency who will be the lead CEQA agency on the project?**

☐ **Yes**. Provide the name of and contact information for the lead agency.

_____
_____
_____
_____
_____

☒ **No.** Explain why no contact has been made and/or a proposed process for making contact with the lead agency.
The Department of Public Works will assign a project lead, once the grant is awarded. AT that time, based on capacity and specialization, a lead electrician will be assigned. That electrician will work with their point of contact at the Department of Building Inspection. The Department of Public Works works closely and daily with the Department of Building Inspection, so we do not foresee any communication issues or delays._

6. **Has the public agency prepared environmental documents (e.g., Notice of Exemption, Initial Study/Negative Declaration/Mitigated Negative Declaration, Environmental Impact Report, Notice of Determination) under CEQA for the proposed project?**

☒ **No.**

Please complete the following and attach the CEQA document to this worksheet. (For "Not a project," the title of the document may be an e-mail, resolution, or letter.)

Type of Environmental Review	Title of Environmental Document	State Clearinghouse Number	Completion Date	Planned Completion Date (must be before approval of award)
"Not a project"		N/A		N/A

Exempt (Resolution of public agency or Agenda Item approving Exemption)		N/A		N/A
Exempt (Notice of Exemption)		N/A		
Initial Study				
Negative Declaration				
Mitigated Negative Declaration				
Notice of Preparation				
Environmental Impact Report				
Master Environmental Impact Report				
Notice of Determination				
NEPA Document (Environmental Assessment, Finding of No Significant Impact, and/or Environmental Impact Statement)				

☒ **No**. Explain why no document has been prepared. Propose a process for obtaining lead agency approval and estimated date for that approval (must occur before the Energy Commission will approve the award).

Not Applicable

Certification: I certify to the best of my knowledge that the information contained in this worksheet is true and complete. I further certify that I am authorized to complete and sign this form on behalf of the proposing organization.

Name: Camilla Taufic

Title: Fleet Business Manager

Signature: 

Phone Number: (628) 652-5619

Email: Camilla.taufic@sfgov.org

Date: April 2, 2024

APPENDIX A

	A	B	C	D	E	F
1	GF or N	Department	Site Address	# of Light Duty Vehicles at Site	# New ports that can be acc	Recommended # of Ports at site
2	GF	Animal Care & Control	1419 Bryant St. San Francisco, 94103	12	102	8
3	GF	Department of Public Health	Laguna Honda Hospital	16	83	12
4	GF	Department of Public Health	General Hospital, 1001 Potrero Ave	14		9
5	GF	Department of Technology	1 South Van Ness Ave SF 94103	5	74	3
6	GF	Department of Technology	1 Christmas Tree Point Road	4	6	1
7	GF	Office of the City Administrator, D	49 South Van Ness	39	763	12
8	NGF	Port of San Francisco	Pier 50, Terry Francios Blvd, San Francisco	38	21	18
9	NGF	Port of San Francisco	Pier 3, Embarcadero, San Francisco	15	25	7
10	GF	Public Defender (PDR)	555 7th Street, San Francisco	17	8	8
11	GF	Public Library	100 Larkin Street, San Francisco, CA 94102	15	54	8
12	GF	Public Works	2323 Cesar Chavez Street, San Francisco	196	9	11
13	NGF	PUC	750 Phelps St., San Francisco	75	223	75
14	NGF	PUC	1000 El Camino Real, Millbrae CA		2	2
15	NGF	PUC	1000 El Camino Real, Millbrae CA		1	1
16	NGF	PUC	1657 Rollins Road, Burlingame CA	41	1	1
17	GF	Real Estate Division (ADM)	1650 Mission St.	4	41	2
18	GF	San Francisco Fire Department	698 Second Street	60	10	10
19	GF	San Francisco Sheriff	1 Moreland Dr, San Bruno 94066	49	5	5
20	GF	SF Recreation & Parks	335 McAllister St, San Francisco, CA 94102	10	20	5
21	GF	SF Recreation & Parks	100 Martin Luther King Jr Dr, San Francisco, CA	51	3	3
22	GF	SF Recreation & Parks	51 Havelock St, San Francisco, CA 94112	10	2	2
23	GF	SF Recreation & Parks	1150 Wayland St, San Francisco, CA 94134	4	2	2
24	GF	SF Recreation & Parks	755 Stanyan St, San Francisco, CA 94117	23	1	1
25	GF	SF Recreation & Parks	1645 Geneva Ave, San Francisco, CA 94134	2	1	1
26	GF	SF Recreation & Parks	811 Stanyan St, San Francisco, CA 94117	10	1	1
27	NGF	SFMTA Building and Grounds	700 Pennsylvania Ave, San Francisco, 94107	30	4	4
28	NGF	SFMTA Green Rail yard	425 Geneva Ave, San Francisco 94112	10	1	1
29	NGF	SFMTA MME Rail Yard, Street Ope	601 25th St, San Francisco, 94107	92	192	92
30	NGF	SFMTA Non Revenue Fleet Maint	1849 Harrison St SF 94103	10	5	2
31	NGF	SFMTA Potrero Bus Yard	2500 Mariposa St, San Francisco, 94110	11	9	9
32	NGF	SFMTA Streets Division Field Ope	1508 Bancroft AVE, San Francisco, 94124	55	3	3
33	NGF	SFMTA Vehicle Pool, Capitol Cons	1 South Van Ness Ave, San Francisco, 94103	54	71	44
34	GF	SFPD	1245 3rd Street	116	25	25
35	GF	SFPD	1 Sgt John V Young Ln, San Francisco, CA 94112	38	0	7
36	GF	SFPD	1995 Evans Avenue	26	257	4
37	GF	SFPD	1740 17th Street	76	7	4
38						
39	**TOTAL**					**403**

Attachment 7

Local Health Impacts Information

Air Quality Guidelines (California Code of Regulations, Title 13, Chapter 8.1, Section 2343(c)(6)(A)) require the California Energy Commission to analyze the aggregate locations of the funded projects, analyze the impacts in communities with the most significant exposure to air contaminants or localized air contaminants, or both, including, but not limited to, communities of minority populations or low-income populations, and identify agency outreach to community groups and other affected stakeholders.

This information must be provided for all Clean Transportation Program and related funding categories, including fueling stations, fuel production, feedstock production or procurement, and vehicle or technology component production.

INSTRUCTIONS

Please complete the following information ***for all sites where work for the proposed project that will require a permit will be done***. Attach additional pages if necessary. If the project includes multiple sites, you may submit this information in a table format using the bolded font below as column headers.

PROJECT NAME

San Francisco Critical Fleet Charging Infrastructure Project

APPLICANT'S NAME AND ORGANIZATION

San Francisco City Administrator's Office (ADM/Central Shops)

PROJECT SITE(S) DESCRIPTION

Provide the precise street address(es) of the site(s) and a description of existing infrastructure or facilities (if any), surrounding structures, reference to any regional plans or zoning requirements for each location, and its proximity to residences, day care facilities, elder care facilities, medical facilities, and schools.

(E.g., Site 1: 123 Main Street, Grand Terrace, CA, 92313, Vacant lot in a commercially-zoned area. Commercial buildings surround the lot. No residences, daycare facilities, elder care facilities, medical facilities or schools within ¼ mile; Site 2: 321 Beach Street, San Francisco, CA, Existing gasoline/diesel fueling station. Residential area within 200 on South and East ends of project site.)

The 36 sites are all located in a dense urban environment, many of which are in commercial and industrial areas, identified as LIC and DAC. All of these sites are already the domiciles for the City and County of San Francisco's fleet, and are owned and operated by the city. No parking or other land use needs will be taken from the community while undergoing basic charger installation construction for the 403 charger ports at these sites.

Department	Site Address	Site Description
Animal Care & Control	1419 Bryant St. San Francisco, 94103	In an industrial neighborhood, directly abutting a major highway
Office of the City Administrator	49 South Van Ness	In the underground parking lot of an office complex with no housing or social services provided, in a dense commercial neighborhood
Department of Public Health	Laguna Honda Hospital	In a remote part of the City, this nursing and rehabilitation hospital sits on 62 acres of land.
Department of Public Health	General Hospital, 1001 Potrero Ave	The City's general hospital and trauma center is in a dense urban area, providing public health services to the Bay Area community.
Department of Technology and SFMTA	1 South Van Ness Ave SF 94103	In the underground parking lot of an office complex with no housing or social services provided, in a dense commercial neighborhood
Department of Technology	1 Christmas Tree Point Road	This site is a closed-off radio signal tower and technology offices, in a vacant part of the City without any public access.
Public Defender (PDR)	555 7th Street, San Francisco	In the underground parking lot of an office complex with no housing or social services provided, in a dense commercial neighborhood
Public Library	100 Larkin Street, San Francisco, CA 94102	In the underground parking lot of the City's main public library, in a dense commercial neighborhood

Public Works	2323 Cesar Chavez Street, San Francisco	A fleet depot in a completely industrial neighborhood, abutting major highways
Real Estate Division (ADM)	1650 Mission St.	In the underground parking lot of an office complex with no housing or social services provided, in a dense commercial neighborhood
San Francisco Fire Department	698 Second Street	The San Francisco Fire Department headquarters is located in a commercial zone with reserved parking for Fire Department employees only.
San Francisco Sheriff	1 Moreland Dr, San Bruno 94066	Located outside of San Francisco, this is the San Francisco County Jail #3 and sits on a large parcel of land with no access to the general public.
SF Recreation & Parks	335 McAllister St, San Francisco, CA 94102	An underground parking garage, located beneath a City park.
SF Recreation & Parks	100 Martin Luther King Jr Dr, San Francisco, CA 94122	A maintenance building and parking lot within a City park.
SF Recreation & Parks	51 Havelock St, San Francisco, CA 94112	A maintenance building and parking lot within a City park.
SF Recreation & Parks	755 Stanyan St, San Francisco, CA 94117	A maintenance building and parking lot within a City park.
SF Recreation & Parks	1645 Geneva Ave, San Francisco, CA 94134	A maintenance building and parking lot within a City park.
SF Recreation & Parks	1150 Wayland St, San Francisco, CA 94134	A maintenance building and parking lot within a City park.
SF Recreation & Parks	811 Stanyan St, San Francisco, CA 94117	A maintenance building and parking lot within a City park.
SFPD	1995 Evans Avenue	In an industrial neighborhood with no services directly provided to community members at the site.
SFPD	1245 3rd Street	An indoor parking garage of the Police Headquarters, in a primarily commercial neighborhood.
SFPD	1740 17th Street	A mixed commercial and residential neighborhood, with closed off parking for SFPD vehicles.

SFPD	1 Sgt John V Young Ln, San Francisco, CA 94112	An office and parking lot within a City park.
Port of San Francisco	Pier 3, Embarcadero, San Francisco	At a San Francisco Port pier, in an industrial shipping zone
Port of San Francisco	Pier 50, Terry Francios Blvd, San Francisco	At a San Francisco Port pier, in an industrial shipping zone
PUC	750 Phelps St., San Francisco	An industrial neighborhood with no housing or services provided to the public.
PUC	1000 El Camino Real, Millbrae CA	An industrial area and the property is bounded by the SFO International Airport on one side, with a major highway on the other side.
PUC	1657 Rollins Road, Burlingame CA	An industrial neighborhood, the lot is located between two major thruways.
SFMTA Building and Grounds	700 Pennsylvania Ave, San Francisco, 94107	Indoor parking in an industrial neighborhood, abutting a major highway.
SFMTA Green Rail yard	425 Geneva Ave, San Francisco 94112	A primarily commercial neighborhood, with parking blocked off to the public.
SFMTA Rail Yard, Street Operations, and Emergency Response Unit	601 25th St, San Francisco, 94107	An industrial area with no access to the public.
SFMTA Potrero Bus Yard	2500 Mariposa St, San Francisco, 94110	Indoor parking in an industrial neighborhood.
SFMTA Fleet Maintenance	1849 Harrison St SF 94103	Indoor parking in a commercial neighborhood.
SFMTA Streets Division	1508 Bancroft AVE, San Francisco, 94124	Indoor parking in an industrial neighborhood.

DEMOGRAPHIC DATA

Provide demographic data at the city or Zip code level for either the project location or the location of the potential health impacts, including:

- Total population
- Median education level
- Unemployment rate
- Percentage of minorities (by ethnicity)
- Percentage of population falling under the poverty level
- Percentage of population under 5 years and over 65 years of age

Suggested sources: Census Data, www.census.gov; city website, local economic development department, Employment Development Department Labor Market Information Data Division.

Gathering all of the aforementioned data points by zip code of each of the 37 sites was not possible to recover. However, we have included information for the city as a whole, noting that most sites are located in dense urban industrial and commercial zones. Additionally, 66% of the selected sites are located in DAC and LIC sites as noted on page 5 of the narrative, Figure 1 map.

Total population	808,988
Median Education Level	Bachelors Degree or higher
Unemployment Rate	3.5%
Percentage of minorities	49.2%
Percentage of population under poverty level	10.4%
Percentage of population under 5 and over 65 years of age	22.3%

Cite your data sources including name of data source, date of data.

https://sf.gov/data/san-francisco-monthly-unemployment
https://www.census.gov/quickfacts/fact/table/sanfranciscocountycalifornia/PST045223
https://fleets.pge.com/fuel-savings

PROJECT-GENERATED EMISSIONS

Provide a quantified description of the air emissions (criteria and toxic) directly associated with the project's operations, including, but not limited to: 1) transport (truck or rail) of fuel, feedstock or other material to project site as required for operations and production; 2) production of fuel or technology components; 3) fueling of alternatively-fueled vehicles; 4) potential increases to traffic.

The project will ultimately decrease traffic as the EV procurement and transition plan includes fleet right-sizing to maximize the use of each vehicle and decrease the total number of light duty vehicles in the fleet (p. 10 of narrative). Converting all vehicles at charging sites selected for this project to EVs will lead to a reduction of 3,711 tons of CO2 annually.[1]

PROJECT HEALTH IMPACTS

Using the demographic data and emissions information, provide a description of the project's potential localized health impacts. For this section, "potential localized health impact" denotes the project's potential to add criteria pollutants and toxic air contaminants to a localized air shed and affect ambient air quality levels to an extent that local community health is adversely affected.

[1] https://fleets.pge.com/fuel-savings

There is not expected to be any adverse health impacts from this project. Installations require minimal construction and because all but 4 are fenced/publicly inaccessible city-owned sites, there will be no community parking impacts. Overall, this project will result in a total reduction of ICE vehicle use, improving air quality and traffic for these communities in the long term.

PROJECT SUMMARY

Provide the page number in the proposal that describes the project goal and proposed infrastructure changes.

Page two of the narrative describes the goal of the project, and page 11 describes the role of the project in jump-starting the city's light-duty procurement plan and structure.

Provide estimate of environmental benefits and/or impacts from the proposed project.

There are a total of 1,228 vehicles domiciled at the sites identified for charging infrastructure investments. Converting all of these vehicles to EVs will generate an emissions savings of 3,586 tons of CO2 annually. Page 10 as noted above describes a timeline for conversion of the city's light duty fleet, and when full emissions savings would be realized.

OUTREACH EFFORTS

Describe outreach efforts to be implemented throughout the project to educate the surrounding community of these benefits and/or impacts. Include method of outreach (e.g. flyer, town hall meeting), frequency of outreach, number of targeted stakeholders, and information to be provided.

The City and County of San Francisco maintains close relationships with a vast network of community based organizations (CBOs). The CEC grant implementation team will share the projected CO2 emission reductions from the project with these CBOs at the completion of the planning phase and will provide updates via written communication on the construction, ending with a final project analysis of the number of ports built, vehicles transitioned to zero emissions, and anticipated annual CO2 reduction. SFE is responsible for communicating the city's electrification efforts to the general public. As the city fleet is mandated to transition to electric before the general public, SFE will share the results of this project as part of its community update on the transition of the city's fleet, and how this will ultimately lead to more, and publicly available, charging infrastructure.

While we do not anticipate any negative community impacts given the location of these sites, the City will post signage to inform all community members of any transit, parking, or other potential impacts that project construction may pose. These flyers will be posted in all affected areas at least 14 days prior to the project beginning, and will include contact information for any questions about potential impacts.

Attachment 08
GFO-23-606

PAST PERFORMANCE REFERENCE FORM

Provide references for California Energy Commission (CEC) agreements (e.g., contracts, grants, or loans) received by the Applicant in the last 10 years, including ongoing agreements, and the 5 most recent agreements with other public agencies within the last 10 years to verify Applicant's past performance. Each reference must include a contact person name and phone number (or email address). If contacted by CEC staff, references should be able to speak to Applicant's ability to successfully complete projects in a timely manner.

In response to Section III. C. 2. e., Team Experience and Qualifications, if the team's experience and qualifications includes a specific project(s) under current or prior agreements with public funding (e.g., contract, grant, or loan), the Applicant must also submit a Past Performance Reference Form(s) for the project(s), even if the team member is not the primary Applicant.

Applicants should fill out a separate Past Performance Reference Form for each reference.

Name of Organization	CA Department of Highway Patrol
Address	601 N. 7th St., Sacramento, CA 95811
Contact Name	Evan Robinson
Contact Title	Captain
Contact Phone Number (or Email)	916-843-4360 erobinson@chp.ca.gov
Title of Project	Toxicology Crime Lab (22/24) - Accreditation
Agreement Number or Other Unique Identifier	Award #9640
(For projects that did not complete (or timely complete) project objectives) Describe the challenges faced, what led to those challenges and indicate whether those challenges were within the Applicant's control.	N/A – timely project completion
Describe any severe audit findings and how they were ultimately addressed and resolved.	No audit findings associated with this award
Describe the final outcome of the project.	This award supported positions that saw to the San Francisco Office of the Chief Medical Examiner's accreditation to the national and international standard for the field of forensic toxicology. Funds from the award also supported improvements to the case management system to ensure that the lab's ongoing testing methodologies could keep up with the ever-changing novel drug environment.

Attachment 08
GFO-23-606

PAST PERFORMANCE REFERENCE FORM

Name of Organization	CA Department of Public Health, Substance and Addiction Prevention Branch
Address	1616 Capitol Ave., MS 8701, Sacramento, CA 95814
Contact Name	Shanna Schneider
Contact Title	Chief, Program and Support Unit
Contact Phone Number (or Email)	916-440-7391
Title of Project	Overdose Prevention Initiative (22/23)
Agreement Number or Other Unique Identifier	SF Enactment 055-22
(For projects that did not complete (or timely complete) project objectives) Describe the challenges faced, what led to those challenges and indicate whether those challenges were within the Applicant's control.	N/A - all project objectives completed timely
Describe any severe audit findings and how they were ultimately addressed and resolved.	No audit findings associated with this award
Describe the final outcome of the project.	The grant successfully delivered on its goals to (1) enhance forensic toxicology and (2) evaluate the success of the forensic toxicology program. Using grant funds, ADM/Office of the Chief Medical Examiner was able to develop a selective synthetic novel opioid LC-MS/MS method for routine analysis, order enhanced forensic toxicology testing for identified suspected drug overdose deaths, and develop protocol improvements to improve the accuracy of fatal drug overdose surveillance. A representative report can be found here: https://bit.ly/4a9xns9, and one of the peer-reviewed research articles resulting from work under the grant award can be read here: https://bit.ly/3lS1p7w.

Attachment 08
GFO-23-606
PAST PERFORMANCE REFERENCE FORM

Name of Organization	CA Department of Highway Patrol
Address	601 N. 7th St., Sacramento, CA 95811
Contact Name	Evan Robinson
Contact Title	Captain
Contact Phone Number (or Email)	916-843-4360 erobinson@chp.ca.gov
Title of Project	Toxicology Crime Lab Award (23/25)
Agreement Number or Other Unique Identifier	Award #13006
(For projects that did not complete (or timely complete) project objectives) Describe the challenges faced, what led to those challenges and indicate whether those challenges were within the Applicant's control.	N/A – award implementation ongoing
Describe any severe audit findings and how they were ultimately addressed and resolved.	No audit findings associated with this award
Describe the final outcome of the project.	This grant enhances the Driving Under the Influence of Drugs (DUID) testing program of the ADM/San Francisco Office of the Chief Medical Examiner. Enhancements include the implementation of the quadrupole time of flight method for the detection of over 1,000 drugs and establishing an oral fluid DUID testing program.

Attachment 08
GFO-23-606
PAST PERFORMANCE REFERENCE FORM

Name of Organization	International Affairs and Trade Unit within the CA Governor's Office of Business and Economic Development
Address	1325 J Street, Suite 1800, Sacramento, CA 95814
Contact Name	Yoan Vivas
Contact Title	Immigrant Integration & Grants Analyst
Contact Phone Number (or Email)	916-827-8626 yoan.vivas@gobiz.ca.gov
Title of Project	Local Immigrant Integration and Inclusion Grant – Immigrant Economic Inclusion Project (IEIP) , ADM/Office of Civic Engagement & Immigrant Affairs
Agreement Number or Other Unique Identifier	Grant Agreement #LIIIG-2023-12
(For projects that did not complete (or timely complete) project objectives) Describe the challenges faced, what led to those challenges and indicate whether those challenges were within the Applicant's control.	N/A – completing project objectives timely.
Describe any severe audit findings and how they were ultimately addressed and resolved.	No audit findings associated with this award.
Describe the final outcome of the project.	The IEIP is underway under the leadership of the ADM/Office of Civic Engagement & Immigrant Affairs (OCEIA). The program is addressing community needs by: increasing community knowledge and awareness of economic justice opportunities and resources for immigrants and newcomers, increasing integration of immigrant entrepreneurs, and building capacity for immigrants. Deliverables include (1) the development of a local economic inclusion toolkit, (2) training of community organizations and local government partners, (3) technical assistance to existing programs, (4) partnership with DreamSF Fellows and language access programs, and (5) a special event for identifying economic opportunities for immigrants in San Francisco. OCEIA's team has already conducted extensive community input through several community meetings and a special hearing with the Immigrant Rights Commission. In addition, OCEIA has created an inventory of economic and

PAST PERFORMANCE REFERENCE FORM

	workforce programs accessible to all immigrants and has also organized a special webinar with City and community partners about ways to support DACA recipients in the local workforce.

Name of Organization	CA Department of Public Health – Substance and Addiction Prevention Branch
Address	1616 Capitol Ave., MS 8701, Sacramento, CA 95814
Contact Name	Shanna Schneider
Contact Title	Chief, Program Support Unit
Contact Phone Number (or Email)	916-440-7391 shanna.schneider@cdph.ca.gov
Title of Project	Overdose Prevention Initiative (2023/28)
Agreement Number or Other Unique Identifier	SF Enactment 021-24
(For projects that did not complete (or timely complete) project objectives) Describe the challenges faced, what led to those challenges and indicate whether those challenges were within the Applicant's control.	N/A – award implementation underway
Describe any severe audit findings and how they were ultimately addressed and resolved.	No audit findings associated with this award
Describe the final outcome of the project.	Delivery of services with this grant award are underway within the ADM/Office of the Chief Medical Examiner and primarily involve the development and performance of an untargeted method, with retrospective data mining processing enabled, to improve the detection of novel psychoactive substances.

ATTACHMENT 9
Applicant Declaration

As of the date of the application deadline for Energy Commission solicitation GFO-23-606, the entity submitting this application (Applicant):

- Is not delinquent on any federal, state, or local tax payments; and
- Has not had its California business registration status suspended by the California Franchise Tax Board within the last 7 years; and
- Has not filed for bankruptcy in the last 10 years; and
- Is not currently planning to file for bankruptcy; and
- Is registered to do business in California, which typically means with the California Secretary of State, and such registration is in good standing; and
- Is not currently being sued by any entity (public or private) or individual, and is not aware of any information that reasonably indicates it may be sued by any entity or individual during the proposed agreement term, that in either case might reasonably be expected to materially impact the applicant's ability to perform the proposed project; and
- Is in compliance with the terms of all settlement agreements, if any, entered into with the Energy Commission or another government agency or entity; and
- Is in compliance with all judgments, if any, issued against the Applicant in any lawsuit or other matter to which the Energy Commission or another government agency is a party; and
- Is complying with any demand letter made on the Applicant by the Energy Commission or another government agency; and
- Is not in active litigation with the Energy Commission regarding the Applicant's actions under a current or past contract, grant, or loan with the Energy Commission.

For the Applicant, and having authority to do so, I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct:

March 29, 2024
(Date)


(Signature)

Camilla Taufic
(Printed Name)

ATTACHMENT 11
Project Narrative

San Francisco City Administrator's Office – Central Shops
Grant ID BLA-0000000178
Critical Fleet Charging Infrastructure Project

Table of Contents

ATTACHMENT 11
Project Narrative

Project Description

The City and County of San Francisco's City Administrator's Office (ADM/Central Shops) is proposing a Fleet Charging Infrastructure Project that will install 403 Level 2 (L2) charging ports to serve municipal fleet vehicles from 17 City departments across 36 City-owned properties. These ports will accelerate the transition of the City's light-duty vehicle fleet from internal combustion engine (ICE) vehicles to electric vehicles (EVs), support the City's emissions and pollution reduction goals, and accelerate implementation of local ordinances and the City's Climate Action Plan (CAP).

Released in 2021, the CAP lays out an ambitious timeline for San Francisco to become an all-electric, zero-emission City by 2040. Since transportation emissions account for 44% of the City's overall carbon footprint, the transition to electric vehicles is an essential factor on the City's path to zero-emissions. The City has taken several measures to accelerate the transition, including amending its planning code to define EV charging, and make it easier to install EV charging plazas. Additionally, the City adopted an ordinance mandating EV charging in large public parking facilities. The success of these efforts can be seen in the increasing number of new EV vehicle registrations in the City (34.2% in March, 2023). There are currently 1,246 publicly available chargers here in San Francisco, though more are needed.

The City must match the aggressive pace of the private sector for its municipal fleet. In 2017, San Francisco passed the Healthy Air and Clean Transportation Ordinance (HACTO), which mandated that all new light-duty municipal vehicles be zero-emissions (hydrogen or electric). HACTO also set an ambitious goal for 100% of the City's light-duty fleet to be zero-emissions vehicles (ZEVs) by the end of 2022. To meet these goals, the City has transformed its vehicle purchasing norms to grow its fleet of electric vehicles (EVs), but the full transformation of the light-duty fleet has not yet been achieved, due in large part to a lack of resources for charging infrastructure. Since HACTO's revision in 2017, Central Shops' primary compliance challenge has been the City's existing charging infrastructure, which does not align with the location of vehicles in need of replacement. Departments have been uncomfortable rapidly transitioning to EV fleets without the associated infrastructure in place. The funding available through this CEC grant opportunity will allow San Francisco to redouble its fleet conversion efforts and meet its HACTO and CAP objectives.

The goal of this project is to install the charging infrastructure that will make it possible to accelerate the City's replacement of its light duty fleet. The City has a plan to replace 10% of its light duty fleet each year for the next four fiscal years, increasing to replacement of 20% each year for the following three fiscal years, in order to achieve full light duty fleet electrification by 2031.

San Francisco's light-duty fleet is comprised of about 3,000 vehicles. Currently, 93% of those light-duty vehicles are ICE vehicles, and 7% are ZEVs. The City owns 192 active L2 charging stations (374 ports), many of which are available for both municipal vehicles and the public. L2 charging stations are the primary charger type used to power the City's current EV fleet and are the proposed chargers to be installed for this grant.

Chargers installed at the 36 proposed locations will be for the exclusive use of the municipal fleet. In order to develop this proposed slate of sites, Central Shops staff, with support from the San Francisco Environment Department (SFE), engaged in a collaborative planning effort to inventory current charging infrastructure, current EV usage, and expected near-future charging

needs for light-duty vehicles across all department domicile lots/fleets. Since charging needs far outweigh both the current available chargers in the City and the number of chargers that could be installed with funds available through this grant program, site selection for this proposal was based on criteria that would allow for streamlined installation at sites with greatest need.

- Sites in, and/or department services supporting, disadvantaged communities (DAC) were prioritized to ensure that DACs receive the maximum benefit of this charging infrastructure project through reduced vehicular noise, reduced emissions, and improved air quality. Since many DACs experience poor air quality and have higher rates of asthma due to emissions from both light-duty and heavier-duty ICE vehicles, focusing charging in these locations to the greatest extent possible will yield significant improvements in air quality, and by extension, public health.

- Sites owned by the City were prioritized to ensure relative ease of installation delivery and timely accomplishment of the project's stated goals. Installing on City-owned real estate also ensures maximum return on the City's investment in the infrastructure.

- Review by the San Francisco Public Utilities Commission (SFPUC) enabled de-prioritization of sites requiring substantial electrical upgrades and/or sites with significant grid impacts. SFPUC reviewed each proposed department site to identify the maximum number of chargers that could be immediately installed at each site with existing electrical capacity, to streamline installation and minimize project risks.

Once sites were identified, the 403 L2 charging ports that we estimate installing through this proposal were distributed across domicile sites according to current and near-future EV charging needs, as well as the availability of matching funds from certain agencies. Table 1 below lists department names, proposed locations, number of chargers recommended to be installed, number of existing chargers, and estimated charger/installation costs. Charger costs are based on rates laid out in State Contract 1-23-61-15B with Verdek LLC for EV Supply Equipment. An individual charging station with dual ports costs $6,226.68 and an individual charging station with a single port costs $3,799.08. The total request for funds from CEC amounts to $5,037,500, or $12,500 per port for 403 ports, and accounts for the costs of the charging station, as well as labor and materials needed for installation.

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TABLE 1 – Site List

Department	Site Address	# of Ports Currently on Site	Recommended # of Additional L2 Ports	Total Charger Costs
Animal Care & Control	1419 Bryant St. San Francisco, 94103	1	8	$ 24,907
Office of the City Administrator	49 South Van Ness, San Francisco	28	12	$ 37,360
Department of Public Health	Laguna Honda Hospital, San Francisco	0	12	$ 37,360
Department of Public Health	General Hospital, 1001 Potrero Ave	0	9	$ 28,706
Department of Technology	1 South Van Ness Ave, San Francisco 94103	15	3	$ 10,026
Department of Technology	1 Christmas Tree Point Road, San Francisco	0	1	$ 3,799
Public Defender (PDR)	555 7th Street, San Francisco	2	8	$ 24,907
Public Library	100 Larkin Street, San Francisco, CA 94102	8	8	$ 24,907
Public Works	2323 Cesar Chavez Street, San Francisco	10	11	$ 34,932
Real Estate Division (ADM)	1650 Mission St., San Francisco	0	2	$ 6,227
San Francisco Fire Department	698 Second Street, San Francisco	0	10	$ 31,819
San Francisco Sheriff	1 Moreland Dr, San Bruno 94066, San Francisco	0	5	$ 16,252
SF Recreation & Parks	335 McAllister St, San Francisco, CA 94102	1	5	$ 16,252
SF Recreation & Parks	100 Martin Luther King Jr Dr, San Francisco, CA 94122	7	3	$ 10,026
SF Recreation & Parks	51 Havelock St, San Francisco, CA 94112	0	2	$ 6,227
SF Recreation & Parks	755 Stanyan St, San Francisco, CA 94117	0	1	$ 3,799
SF Recreation & Parks	1645 Geneva Ave, San Francisco, CA 94134	0	1	$ 3,799
SF Recreation & Parks	1150 Wayland St, San Francisco, CA 94134	0	2	$ 6,227
SF Recreation & Parks	811 Stanyan St, San Francisco, CA 94117	0	1	$ 3,799
SFPD	1995 Evans Avenue, San Francisco	0	4	$ 12,453
SFPD	1245 3rd Street, San Francisco	13	25	$ 78,519
SFPD	1740 17th Street, San Francisco	0	4	$ 12,453
SFPD	1 Sgt John V Young Ln, San Francisco, CA 94112	0	7	$ 22,479
Port of San Francisco	Pier 3, Embarcadero, San Francisco	0	7	$ 22,479
Port of San Francisco	Pier 50, Terry Francios Blvd, San Francisco	2	18	$ 56,040
PUC	750 Phelps St., San Francisco	0	75	$ 234,186
PUC	1000 El Camino Real, Millbrae CA	1	2	$ 6,227
PUC	1000 El Camino Real, Millbrae CA	1	1	$ 3,799
PUC	1657 Rollins Road, Burlingame CA	0	1	$ 3,799
SFMTA Building and Grounds	700 Pennsylvania Ave, San Francisco, 94107	3	4	$ 12,453
SFMTA Green Rail yard	425 Geneva Ave, San Francisco 94112	0	1	$ 3,799
SFMTA MME Rail Yard, Street Oper	601 25th St, San Francisco, 94107	6	92	$ 286,427
SFMTA Potrero Bus Yard	2500 Mariposa St, San Francisco, 94110	5	9	$ 28,706
SFMTA Vehicle Pool, Capitol Const	1 South Van Ness Ave, San Francisco, 94103	15	44	$ 136,987
SFMTA Non Revenue Fleet Mainte	1849 Harrison St SF 94103	4	2	$ 6,227
SFMTA Streets Division Field Opera	1508 Bancroft AVE, San Francisco, 94124	2	3	$ 10,026
GRAND TOTAL		124	403	$ 1,268,390.82

The map below details the location of the 36 sites, each represented by a charging station icon. The light blue sections of the map reflect census tracts with proposed installation locations that have been designated as a Disadvantaged Community or Low-Income Community (LIC), according to the California Climate Investments Priority Populations 2023 map, and that also have highest pollution ratings (between the 60th and 90th percentiles) on CalEnviroScreen 4.0.

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FIGURE 1 – Site Distribution Map with DAC

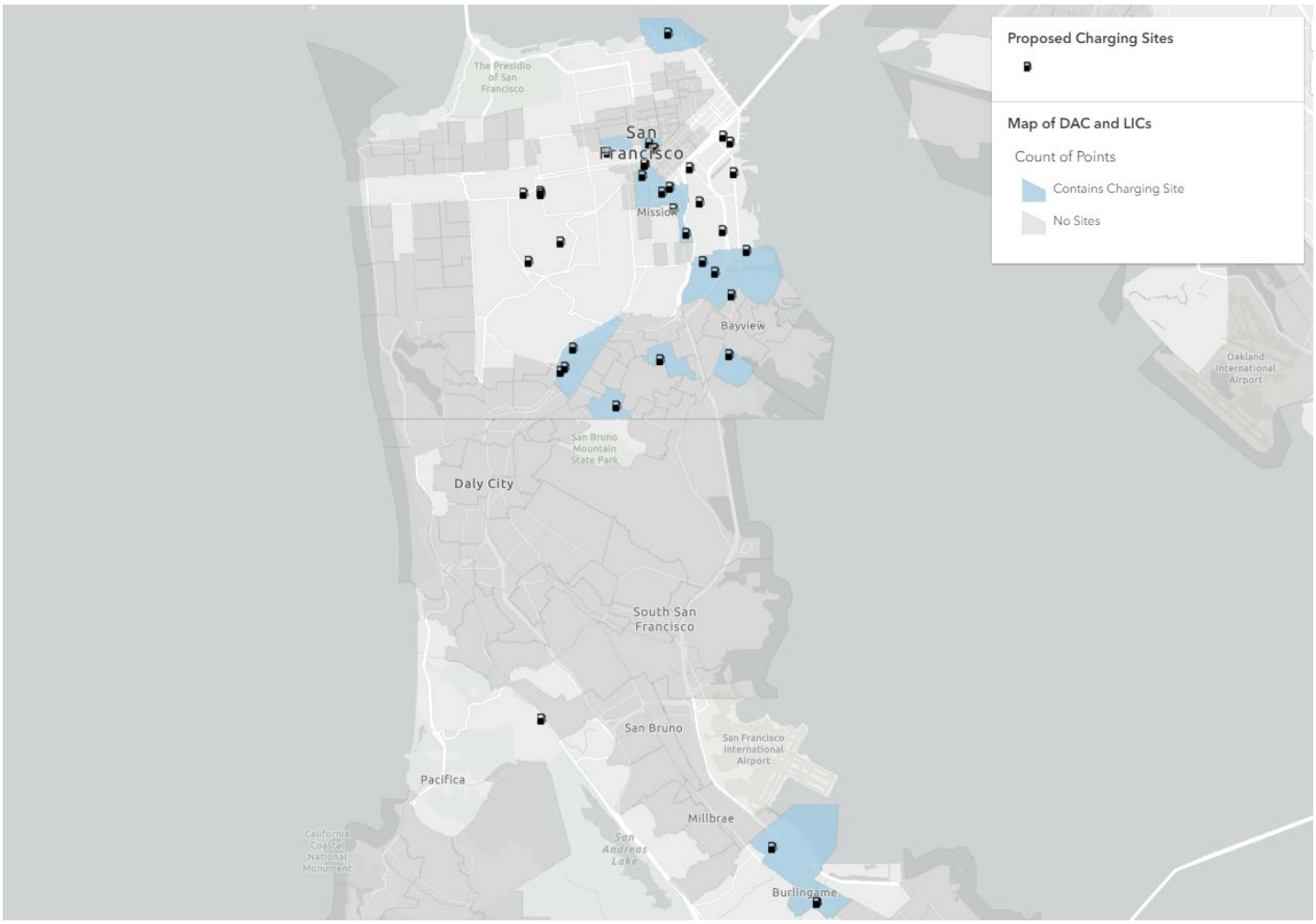

Figure 1 Map of installation sites and service area with DAC and LIC census tract communities identified in blue and dark gray

The departments that this charging infrastructure will support carry out a wide variety of vital city tasks and responsibilities. Coordination across these departments, combined with the 30% total cash match from the City's General Fund and Port, SFMTA, SFPUC and Central Shops Department budgets, represents the City's strong commitment to investing in electrification infrastructure as a lever to advance rapid fleet electrification, reduce emissions, and improve air quality. Each department has submitted a letter of commitment to the project, outlining their participation and, when relevant, their cash match contribution.

Participating Departments

1. Animal Care & Control (SFACC) (General Fund Match)
    - 1419 Bryant Street: Animal Care and Control headquarters and shelter

    SFACC is an open admissions shelter, providing housing, care and medical treatment for all wild, exotic and domestic animals. Vehicles at this site are used to take in any stray, sick, injured, owner surrendered or neglected animal regardless of species and

their medical or behavior condition. Officers assist other city agencies such as the police department, fire department, medical examiner's office, the health department as well as state and federal agencies. The officers will pick up animals to hold for a "custody" period when the owners are taken to the hospital, incarcerated or deceased. SFACC is a first responder in natural disasters and emergencies. Its fleet currently consists of 9 animal control vans, 1 pick-up truck, 1 Toyota Prius and 1 Nissan Leaf. The site currently has 1 charging port.

2. Office of the City Administrator (ADM) (General Fund Match and Central Shops Match)
    - 49 South Van Ness: Multi-tenant office building and Permit Center

   The Office of the City Administrator is one of the largest city departments in San Francisco, overseeing 26 agencies (including Central Shops) and nearly 1,500 dedicated staff. Chargers installed at the 49 South Van Ness multi-department use garage are managed by ADM, and include shared vehicle charging for many departments. The two departments below will be the primary users of the chargers installed from this proposal, for the following:
    - Department of Building Inspection (DBI)

   Vehicles will be used for investigation of complaints of building and housing code violations, inspection of buildings and construction for compliance with code requirements and permit scope.
    - Human Services Agency (HSA)

   Vehicles will be used primarily to support individuals, families, and communities with food, health care, financial, employment, child care, and protective services.

3. Department of Public Health (DPH) (General Fund Match)
    - Laguna Honda Hospital: Hospital providing acute medical, rehabilitation and skilled nursing services, also future home of central Department of Public Health administrative functions
    - Zuckerberg San Francisco General Hospital: Hospital providing inpatient, outpatient, emergency, diagnostic, and behavioral health services for adults and children

   Vehicles will be used for day-to-day hospital functions, as well as transportation for engineering and other tradespersons to all hospital sites.

4. Department of Technology (DT) (General Fund Match)
    - 1 South Van Ness Avenue: Multi-tenant office building, including headquarters for the Department of Technology
    - 1 Christmas Tree Point Road: Twin Peaks Radio Tower

   Vehicles will be used for department site visits to ensure city systems are resilient, available, and efficient, including public safety communications, live broadcasting, and cybersecurity.

5. Public Defender's Office (PDR) (General Fund Match)
    - 555 7th Street: Offices of the Public Defender

   The San Francisco Public Defender's Office represents individuals charged with crimes and immigrants facing deportation who cannot afford an attorney. Vehicles will be used for fieldwork, which includes searching for and interviewing witnesses, canvassing for video, photographing alleged crime scenes, serving subpoenas, obtaining court records, and following leads based on information gathered from clients. PDR currently has 16 City vehicles, including 2 EVs.

6. San Francisco Public Library (SFPL) (General Fund Match)
    - 100 Larkin Street: San Francisco Main Public Library

   Vehicles will be used for mobile patrol for several sites, Library Facilities Operations & Maintenance and Library Delivery Services including Book & Materials Transportation.

7. Department of Public Works (DPW) (General Fund Match)
    - 2323 Cesar Chavez Street: Public Works central maintenance yard

   Department vehicles are currently domiciled in an area of the city that has been designated as a disadvantaged community with some of the highest pollution ratings on CalEnviro Sceen 4.0. Participating in this project will support the effort to improve air quality in the district through emissions reductions. As a 24/7 operation with a diverse set of responsibilities, Public Works touches every neighborhood in San Francisco. The staff designs and manages construction of civic buildings and streets, cleans and greens the right of way, maintains civic buildings, trains people for jobs, keeps the right of way free of hazards, paves the streets, repairs bridges and public stairways, expands accessibility and works at the forefront addressing some of San Francisco's biggest challenges, including homelessness. Public Works is also committed to ensuring the installation of chargers for all departments listed under this proposal, and is actively working with SFE and ADM on both the budget as well as the scope of work for timely installation.

8. Real Estate Division (Real Estate) (General Fund Match)
    - 1650 Mission Street: Multi-tenant office building with vehicle domicile for the Real Estate division of the City Administrator's Office

   Vehicles are used for site visits to manage the acquisition, sale, and leasing of real estate property for City departments.

9. San Francisco Fire Department (SFFD) (General Fund Match)
    - 698 Second Street: San Francisco Fire Department headquarters

   Vehicles at this site are used to support administrative functions including emergency medical response, fire prevention and other services. The Department has 276 vehicles in its fleet. Sixty-seven of these vehicles are sedans used by our Bureau of Fire Prevention. Up to 20 of these sedans are located at the headquarters located at 698 Second Street from Monday through Friday. SFFD currently has no charging infrastructure at this site to support EVs in its fleet.

10. San Francisco Sheriff (SHF) (General Fund Match)
    - 1 Moreland Drive, San Bruno: County Jail #5 and annex, Sheriff offices

   Vehicles at this site are used to conduct work in the city, as well as throughout the region as needed for collaboration with regional and state Agencies.

11. San Francisco Recreation & Parks (SFRPD) (General Fund Match)
    - 335 McAllister Street: Civic Center garage, vehicle domicile for Parks custodial, maintenance, and gardening operations for Civic Center and Western Addition
    - 100 Martin Luther King Jr. Drive: Parks structural maintenance yard
    - 51 Havelock Street: Vehicle domicile for Parks custodial, maintenance, and gardening operations within Glen Park

- 755 Stanyan Street: Kezar Pavilion within Golden Gate Park, a large multi-service recreational center and also a hub for municipal and regional emergency operations

Chargers at 335 McAllister St, San Francisco, will be utilized for custodial operations, as well as park maintenance and gardening operations within Park Service Area 2, encompassing Civic Center and Western Addition complexes—two priority DAC areas in the city. Chargers at 100 Martin Luther King Jr Dr, San Francisco, will be utilized by the Structural Maintenance Yard division, which handles the majority of repairs across properties. This location is the hub for all of SFRPD's structural maintenance yard vehicles. Chargers at 51 Havelock St, San Francisco, will be utilized for custodial operations, as well as park maintenance and gardening operations within the Glen Park complex of Park Service Area 5.

12. SF Police Department (SFPD) (General Fund Match)
    - 1995 Evans Avenue: Police Department Traffic Company and Forensic Services Division
    - 1245 3rd Street: San Francisco Public Safety Building, home to Police headquarters and Southern district station
    - 1740 17th Street: Police Department Tactical Unit headquarters
    - 1 Sgt. John V. Young Lane: Ingleside Police Station

    The SFPD has over 850 vehicles in its fleet that are under 10,000 GVWR. These vehicles vary from traditional marked patrol cars, otherwise known as "black & whites" to under cover vehicles to Ford lightning electric pickup trucks used for logistical moves and also recruitment of future members to the police force. While electric vehicles have not made it into the main population of the fleet, there are long term plans to implement them. Vehicles impacted by this grant are domiciled at all four locations for a variety of uses, such as Command Staff vehicles, evidence collection and transportation, new facility deployment (aka. APEC, etc.). Charging infrastructure at these addresses will also eventually support charging for marked patrol vehicles. All four locations are strategic operational locations for the SFPD, and the chargers installed with this grant will greatly benefit the department and the city as a whole.

13. Port of San Francisco (PRT) (Cash Match $93,750)
    - Embarcadero Pier 3: Port of San Francisco headquarters
    - Embarcadero Pier 50, Terry Francois Boulevard: Port vehicle domicile proximate to major attractions including Oracle Park and the Chase Center

    Port manages San Francisco's waterfront, and advances environmentally and financially sustainable maritime, recreational, and economic opportunities. Vehicles at these sites will be used for day-to-day Port operations.

14. SF Public Utilities Commission (SFPUC) (Cash Match $296,250)
    - 750 Phelps Street: SFPUC Southeast Wastewater Treatment Plant
    - 1000 El Camino Real, Millbrae: SFPUC Water Enterprise offices and warehouse
    - 1657 Rollins Road, Burlingame: SFPUC Water Enterprise Water Quality Bureau offices

    Chargers at 750 Phelps St., San Francisco, will power light-duty EVs below 10K GVWR that support three all-weather wastewater treatment plants, one wet-weather facility, 27 pump stations, eight transport/storage facilities, and 36 combined sewer discharge structures to treat an estimated 34.5 billion gallons of wastewater a year. Vehicles transport staff, tools and testing kits for wastewater infrastructure

maintenance and repairs within the City and County of San Francisco. Chargers at 1000 El Camino Real, Millbrae CA will power light-duty EV's below 10K GVWR that support PUC's Water Supply and Treatment division that maintains San Francisco's regional water transmission and storage systems in the Bay Area and Peninsula, including watersheds, dams, reservoirs, pipelines, and tunnels enroute to the City and County of San Francisco. Vehicles transport staff and tools to monitor and maintain the water treatment plant, and transmission facilities. Chargers at 1657 Rollins Road, Burlingame CA will power light-duty EVs below 10K GVWR that support PUC's Water Quality division that tests San Francisco's regional water transmission and storage systems in the Bay Area and Peninsula, including watersheds, dams, reservoirs, pipelines, and tunnels enroute to San Francisco. Vehicles transport staff, testing kits and tools to test water to ensure PUC meets regulatory requirements and delivers some of the highest quality drinking water to the City and County.

15. SF Municipal Transportation Agency (SFMTA) (Match $581,250)
    - 700 Pennsylvania Avenue: Streets, Support and Enforcement offices and shops
    - 425 Geneva Avenue: Rail facilities and MTA vehicle domicile
    - 601 25th Street: Rail facilities and MTA vehicle domicile
    - 2500 Mariposa Street: Trolley coach facilities and MTA vehicle domicile
    - 1 South Van Ness – MTA Lot: Central administrative offices for MTA
    - 1849 Harrison Street: MTA non-revenue vehicle maintenance yard
    - 1508 Bancroft Avenue: MTA paint, sign and meter shop

    To support its operations, the SFMTA has a fleet of more than 800 non-revenue maintenance and service vehicles of which 437 are light-duty vehicles based at 36 SFMTA facilities. Of these, the SFMTA has selected seven locations to install 155 charging ports. Vehicles will be used for administrative services, transport of maintenance staff, and street safety. The SFMTA's paint, sign and meter shop located at 1508 Bancroft Avenue is in a designated disadvantaged community with some of the highest pollution ratings on CalEnviro Sceen 4.0 (Score = 84). Participating in this project will support the SFMTA's effort to improve air quality in the district through emissions reductions. SFMTA is currently developing its Energy Resilience Plan for an All-Electric Transit Fleet to withstand and rapidly recover from power outages and continue operating its transit services. A resilient power supply will reduce the likelihood of long-duration transit service interruptions and enable the entire city, including residents, businesses and to recover from a climate-related or other emergency more quickly.

This proposal, along with the budget and workplan, was developed in collaboration with DPW's Infrastructure Design and Construction Bureau. DPW electrical engineering staff have performed initial site reviews by address and confirmed that DPW is familiar with and/or has completed work at each of these sites. At project launch, DPW electricians will perform site-visits to all locations to determine the difficulty level of each installation and prepare an install plan that rolls out installations over three phases: (1) easy installs (mounting the charger, no other needs); (2) average installs (running conduit 100 feet or less from a power source); and (3) hard installs (requiring trenching or the use of heavy equipment). Based on preliminary site evaluation efforts, it is expected that most sites will fall into the average category, enabling the team to complete most installs quickly, reserving installs of greatest difficulty for later phases. This phased approach will allow for efficiency and cost-effectiveness in scheduling laborers and

heavy equipment. By pre-vetting sites to ensure existing power capacity, the team has mitigated a significant risk of potential project delays due to electrical upgrade needs. Building permit acquisition will be bundled and streamlined through standard interdepartmental processes led by DPW, and all installations will take place on City-owned property, guaranteeing ease of site access and long-term municipal benefit for the City's fleet.

EV Fleet Procurement and Charger Utilization Plan

San Francisco's fleet is managed and maintained by the City Administrator's Office through its Central Shops division. Each individual department owns its vehicles, which are domiciled throughout the city at satellite locations and department offices and workplaces. Each department is budgetarily responsible for the transition of its ICE vehicles to EV, as well as the associated charging infrastructure and its upkeep. As the oversight body, Central Shops approves all departmental vehicle purchases to ensure they are compliant with the City's zero-emissions fleet guidelines, as well as state and federal laws, and collects data from vehicle telemetry and smart chargers to track uptime, support rapid response to maintenance needs, and manage electricity usage and billing. Central Shops' overall fleet electrification plan aims not only to reduce emissions, but also to right-size the total number of vehicles that City departments own and use.

Central Shops has engaged with several fleet analytics software vendors that could support our efforts to right-size the City's fleet. After performing a competitive bid process, the City intends to procure such software. This software will take points from our existing telematics and asset management data to determine which vehicles are under-utilized and which have exceeded their maximum life span due to age or significant maintenance needs. This software will be critical in supporting Central Shops' effort to right-size the fleet, aiming for a 15% reduction in the light duty fleet, by making sure our decisions are data-driven. The software will not only indicate which vehicles are most underutilized or at their end of life, it will also make recommendations for EV replacements for high-emitters. Central Shops will use this information to make recommendations to the Mayor's Budget Office and Board of Supervisors during the City's annual budget process, as support for an accelerated transition of the City's non-public safety, light duty fleet to be entirely zero emissions. This software, along with existing telemetrics software, will play a key role in data collection on this proposal, and ultimately for transition of the fleet.

San Francisco has both local legislation and ambitious planning documents that guide the electrification of its municipal fleet. San Francisco's Healthy Air and Clean Transportation Ordinance (HACTO), which was updated in 2017, codifies the City's transition of all light-duty vehicles to ZEV, with the original full fleet electrification target by the end of 2022. The City has been unable to meet these fleet electrification goals, in large part because of a lack of resources for charging infrastructure. The City's Climate Action Plan also outlines the City's electrification of its fleet as part of San Francisco's overall commitment to reducing GHG emissions to pre-1990 levels. To meet both these goals, Central Shops has put together an internal plan to inform the City's budget development process that models conversion of 10% of the light-duty fleet each year for the next four years and 20% annually after that. The 36 sites selected for inclusion in this proposal currently domicile 1,237 of the City's light-duty vehicle fleet. Sixty-four of these vehicles (about 5%) are ZEVs, with more to be added in the coming budget cycle, according to the procurement plan. Implementing this plan, however, is reliant on the availability of charging.

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Central Shops, in collaboration with the Office of Contracts Administration, has developed a new ZEV-only term contract for departments in the vehicle procurement process. The contract structure empowers Central Shops to monitor and approve the purchase of all light-duty passenger vehicles by any department beginning in 2024, ensuring that all are ZEVs. (The City currently has one hydrogen fuel cell vehicle on this contract; however, reliably accessing hydrogen for refueling has been a challenge. The City is focusing on ZEV purchases for replacements of all of its light-duty passenger vehicles, including light-duty pick-up trucks and cargo vans.) Central Shops will provide guidance for all City fleet purchases before departments engage in procurement processes with suppliers. This expanded oversight is critical to ensuring the City complies with HACTO, advances towards San Francisco's ambitious GHG emissions reduction goals, and maximizes use of its current and future EV charging infrastructure.

To that end, while the 403 ports included in this proposal cannot meet the City's full fleet electrification needs, they will support near-term charging needs and ZEV procurement, while also improving the City's overall charging network. Not all of the City's existing chargers provide data that can support utilization analysis. Our goal with this grant is to leverage new smart charger software that will enable integration of existing chargers into the same system, to expand their data collecting/analysis capabilities. Based on feedback from department fleet managers, most fleets charge their EVs based on a vehicle's duty cycle. Many departments opt to charge their EVs every other day, which frees up ports and increases the number of EVs that each site can accommodate. This approach is particularly useful on City-owned properties serving multiple departments, enabling sharing of charging infrastructure across departments.

The City expects to make the most of the proposed award investment and support as many EVs with the funded charging ports as possible. A single smart charging port can accommodate a minimum of two average-duty-cycle light-duty vehicles. Central Shops estimates that several of the selected sites have usage requirements and schedules that can reliably allow for the accommodation of up to three vehicles per charging port, possibly more with good coordination. Utilization of the installed charging ports is expected to increase sharply over the next few years as EV replacement vehicles are purchased. Because none of the sites selected are open to the public, all chargers funded are reserved for government fleet purposes, 24 hours per day.

Given these usage and efficiency considerations, Central Shops estimates that the addition of the proposed 403 charging ports, with a charging estimate of 1-3 cars per charger, will make it possible for the City to transition approximately 800 light-duty vehicles currently at the end of their useful life to EVs, with potential for more. As San Francisco accelerates its transition to EVs, Central Shops will evaluate opportunities for departments to use pool vehicles rather than replacing all vehicles beyond useful life one-for-one. The City anticipates a 15% reduction in light-duty vehicle count from roughly 3,000 to 2,600 units, increasing the overall value of the chargers installed under this proposal, supporting a full ZEV light-duty fleet by 2031.

The 403 charger ports included in the CEC grant are perfectly timed with City's activation of its light-duty EV procurement plan, and provides a critical jump-start for San Francisco's efforts during a time of financial challenges that limit our capacity to invest in charging infrastructure. Already, this grant opportunity has enabled the coordinating team to leverage 36% total project matching funds from the City's General Fund, SFMTA, SFPUC, Central Shops and the Port of San Francisco—all in cash. Without the CEC opportunity, these funds would have been difficult to set aside for charging infrastructure.

The utilization of smart chargers will provide options to the City to upgrade or alter software to ensure streamlined integration with future chargers installed at City sites. Software upgrades, long-term regular maintenance efforts, and the purchase of warranties for each charger will ensure the chargers are used by the City well beyond the six-year period of performance required by this proposal. Since none of the chargers at these sites are accessible by the public, and because the City requires all staff using City vehicles to complete training, risk of damage to chargers by misuse and/or vandalism are minimized.

The operations and maintenance plan included in this grant submission describes how the City will operate chargers during and beyond the six-year period required by this solicitation. That plan, along with guidelines and best practices will be shared with each department receiving chargers to ensure their long-term functionality. Department fleet managers have been directed to perform general maintenance for charging infrastructure based on best practices to ensure that chargers acquired and installed with CEC funds far exceed the 6-year operating minimum.

Project Benefits

Many of the light-duty vehicles currently in service in the City fleet have reached the end of their useful life. However, many departments have delayed procurement of ZEV replacement vehicles because there is no infrastructure to support charging. This has resulted in continued use of ICE vehicles well beyond their useful life, intensifying greenhouse gas emissions, negative local air quality impacts, and exacerbated effects of climate change. This proposal will enable the rapid transition away from municipal ICE vehicles and toward compliance with San Francisco's HACTO legislation and Climate Action Plan carbon emission reduction goals.

Eighteen of the 36 selected sites currently have no chargers. The chargers provided by this grant will expand the City's charging capacity to more than 800 light-duty EVs, which would enable growth of the City's light-duty ZEVs to roughly 31% of the fleet. Ancillary benefits to fleet conversion include reduction in fuel and maintenance costs for municipal vehicles and cleaner energy usage. Studies show that EVs cost half as much to maintain as ICE vehicles.[1] By investing in charging infrastructure and reducing maintenance costs, more funds can be allocated toward the acquisition of EVs and future phases of charging infrastructure, all of which helps to rapidly transition the fleet. As all City facilities are powered by 100% Hetch Hetchy generated electricity, the EVs charged at the proposed sites will be using the cleanest, most cost-effective electricity available.

Reducing carbon emissions from the municipal fleet will result in air quality benefits for city residents and daily visitors, particularly those in the 58% of selected sites which are located in DAC and LIC sites as noted on the Figure 1 map. This work aligns with the principles adopted in the Environmental Justice Framework within the City's General Plan by the San Francisco Planning Commission in 2023. The Environmental Justice Framework includes the elimination of environmental burdens to promote healthy communities where all San Franciscans can thrive. While this investment in EV chargers alone cannot undo the harm to low-income communities, particularly communities of color, that have historically borne the brunt of environmental burdens and poor health, concentrating investments for cleaner energy utilization and lower carbon emissions will help move the needle towards environmental justice.

[1] https://advocacy.consumerreports.org/wp-content/uploads/2020/10/EV-Ownership-Cost-Final-Report-1.pdf

There are a total of 1,228 vehicles domiciled at the sites identified for charging infrastructure investments. Vehicles travel an estimated average of 30 miles per weekday. Converting all of these vehicles to EVs will generate an estimated emissions savings of 3,586 tons of CO2 annually. These savings were estimated using PG&E's Fuel Savings Calculator. Based off this calculation, the ratio of grams of CO2 reduction per dollar of CEC investment would be 646 grams/dollar annually or 2,583 g/dollar over the course of the proposed project term (see Table 2 for calculation breakdown). Further emissions savings would be realized in the out years of the Central Shops EV conversion purchasing schedule. Overall, this project will result in a total reduction of ICE vehicles used by the city, improving air quality and traffic in the long term.

TABLE 2 – Cost Effectiveness/Emissions Reductions Calculation

Step	Amount	
Requested CEC Funds	5,047,167	dollars
Tons converted to kg	907	kg
Tons saved	3,586	tons
kg saved (907 * 3,586)	3,252,948	kg
kg/dollar (3,252,948 kg/$5,047,167)	0.645	kg/dollar
g/dollar annually (.645 * 1000)	645	g/dollar
Over 4 years (645 g/dollar * 4 years)	2578	g/dollar

The City and County of San Francisco maintains close relationships with a vast network of community-based organizations (CBOs). The CEC grant implementation team will share the projected CO2 emission reductions from the project with these CBOs at the completion of the planning phase and will provide updates via written communication on the construction, ending with a final project analysis of the number of ports built, vehicles transitioned to zero-emissions, and anticipated annual CO2 reduction. SFE is responsible for communicating the City's electrification efforts to the general public. As the City fleet is mandated to transition to electric before the general public, SFE will share the results of this project as part of its community update on the transition of the City's fleet, and how this will ultimately facilitate further consideration of, and investment, in publicly available charging infrastructure.

Given our site selection criteria, particularly selecting sites on City-owned property with no public access to the City chargers, no adverse health, transit, parking, or other community-level impacts are expected to result from this project. The City will post signage to inform all community members of any transit, parking, or other potential impacts that project construction may pose. These flyers will be posted in all affected areas at least 14 days prior to the project beginning and will include contact information for any questions about potential impacts.

Project Readiness

The project team, led by Central Shops and SFE staff and with support from DPW electricians and PUC planning staff as well as fleet managers from departments receiving chargers, collaborated in advance of this proposal submission to determine the City's readiness to complete this project efficiently, cost-effectively, and within the performance period. The open and clear communication throughout the planning process has laid the groundwork for successful implementation of the project.

The project team selected sites based on each site's current energy capacity to ensure that no electrical upgrades would be required to accommodate the number of ports recommended to be

installed at the site, and ensuring that installations can happen quickly with low-risk. Because all sites are City-owned, each department has ready access to each site for the proposed charger installation work.

San Francisco City policy requires that work on City sites be conducted by DPW. Central Shops has confirmed with the Department of Public Works that it has the capacity to install all requested chargers at all sites within the performance period of this grant. DPW electricians have reviewed the proposed site list and made preliminary determinations of the installation difficulty for each. Most sites were identified as “easy” or “average,” meaning that installs could be completed without trenching or other needs requiring heavy-duty equipment and laborers. DPW is prepared to complete in-depth site reviews upon project launch to map out which sites will be completed first, most quickly (“easy” installs), and those requiring the use of heavy equipment (“difficult”). This will result in three phases of installations, “Easy” (Phase 1), “Average” (Phase 2), and “Difficult” (Phase 3), to ensure a steady charger procurement, permitting, and installation process through the performance period. DPW has provided estimated hours required for each installation type: 18 hours for “easy,” 72 hours for “average,” and 114 hours for “difficult.” Those estimates are inclusive of all DPW staff required for installation.

Permitting for work by City agencies on City property is a standard process, and DPW electrical staff will acquire these permits in advance of installations. A 2022 sprinkler protection requirement fire safety code referendum requires indoor, existing buildings to augment existing sprinkler systems over parking spaces associated with EV charging stations. There may be potential barriers at some indoor installation sites due to additional EV charging station fire codes, which could upgrade some preliminarily designated “easy” installs to “difficult.” But even with the potential addition of this installation requirement, the project team does not expect difficulty in meeting the completion deadline for the grant award, within budget.

Because DPW already has a list of sites and is familiar with each site, the follow-up assessment of “easy,” “average,” and “difficult” installs is expected to be completed within 4-6 weeks of grant kick-off. Phasing the installations over the performance period will expedite the timelines for obtaining chargers, utility connection readiness, and installation. It will also enable some departments to begin using the chargers and/or transitioning vehicles to ZEV within the first 12 months of the project.

Budget and accounting staff from the City Administrator’s Office will support grant administration for the City's budget approval, inter-departmental work order setup, and purchase order payment workflows. Central Shops staff, overseen by the Fleet Business Manager, will be responsible for budget monitoring, work order scope preparation and management, purchase order and contract preparation, working with SFE to provide CEC with reports, community outreach, and inter-departmental communications. Chargers will be purchased directly by ADM through the State’s contract, 1-23-61-15B with Verdek LLC for EV Supply Equipment. Procurement through this contract for these chargers has already been approved, and chargers will be purchased in three phases according to DPW’s phased installation timeline. Central Shops will work closely with DPW to support completion of installations during the grant performance period.

In the event a proposed site is found infeasible due to grid capacity constraints or other unforeseen barriers, the project will return to the existing list of sites identified for this project

and assign additional ports to any sites where existing electrical capacity can accommodate them, to ensure San Francisco meets its goal of installing 403 charger ports.

No project site is expected to require a CEQA review.

Team Experience and Qualification

San Francisco is a noted leader in low-carbon mobility and climate policy. The City has driven aggressive reductions to its annual GHG emissions by enforcing new green building standards, investing in renewable energy, and advancing alternative fuels and electrification.

The City Administrator's Office is an umbrella for 25 different divisions, including Central Shops. Central Shops is the division responsible for submitting this proposal and implementing the grant project.

Central Shops, also known as the City Administrator's Fleet Management Department, is authorized by the Mayor and the City's Administrative Code to conduct fleet management programs across departments. Central Shops provides asset management, fleet maintenance, vehicle leasing, motor pools, fueling services, equipment specifications, new vehicle acquisitions and dispositions to over 70 City departments with a combined fleet total of approximately 8,000 units. The department operates five maintenance facilities servicing client departments' vehicles for performative maintenance and repair needs. These services extend from regular oil filter checks to complete body repair after a collision. In addition to the extensive knowledge of all City-owned vehicles, Central Shops is responsible for fueling a large majority of the City's fleet. Central Shops oversees three gasoline and diesel fueling stations throughout San Francisco, as well as one CNG station. This management includes procurement of fuel, station operations, and health and environmental inspections. This responsibility is highly transferable to managing the City's network of EV charger ports, and Central Shops is eager to support departments in every effort to expand our charging network. As the main governing body of the City's fleet policy, Central Shops is invested in transitioning San Francisco's fleet to 100% ZEV. This has been reflected in our work with the City's Office of Contract Administration to create a completely zero-emissions term contract for departments for the procurement of new vehicles, management of telematics systems to monitor CO2 emissions and comply with all state emissions testing and ongoing research of new zero emissions vehicle types available on the market.

The City Administrator's Office has deep experience seeing through the delivery of capital projects with accountability through the General Obligation Bond program laid out in the 10-Year Capital Plan published biennially through the Office of Resilience and Capital Planning, another City Administrator division. There are similar expectations for bond-delivered projects as for grants, including articulation of a clear scope of work (for voter approval), regular reporting to both the Capital Planning Committee and the Citizens' General Obligation Bond Oversight Committee and ongoing monitoring and audit compliance with the Controller's Office. ADM's divisions have successfully delivered multiple grant projects as well, which are fiscally administered through central ADM budget and accounting staff and are included in the Past Performance Reference attachment. However, ADM has not received any CEC grants to date.

The San Francisco Environment Department (SFE) and Central Shops have partnered to develop and implement this grant proposal, including gathering information from the various

departments on current EV infrastructure needs and future plans. SFE has extensive experience designing, evaluating, and validating projects funded through public entities including CEC, DOE, EPA, DOT and others. SFE's experience and guidance combined with Central Shops' authority to manage the City's fleet across departments and the expertise of the central ADM budget and accounting team provides assurance that the project will be implemented in a streamlined fashion, and the team will meet CEC's reporting requirements in more than a satisfactory manner.

SFE has more than twenty years of experience creating and managing large scale energy, clean transportation, and other emissions reductions programs. Since 2015, SF Environment has co-led the City's EV Working Group (EVWG) representing thirteen City departments. The EVWG worked with workforce development, and community organizations, industry partners, and state and regional government agencies to identify actions and policies to accelerate EV adoption and ensure that EVs are available and affordable for all residents, culminating in the City's EV Roadmap. Externally-funded projects/initiatives that SFE has managed, or is currently managing, include:

- In 2014, SF Environment was awarded $300,000 from the CEC to study challenges to EV adoption in multi-unit EV housing and outline solutions.
- In 2016, SF Environment was awarded $250,000 from the DOE to craft a plan for rolling out hydrogen fueling infrastructure in San Francisco.
- In 2018, CEC awarded SF Environment $200,000 to create an EV Blueprint to accelerate the use of light-duty EVs in San Francisco, identifying challenges and opportunities.
- In 2021, CEC awarded SF Environment $200,000 to create a Medium- and Heavy-Duty Zero Emission Vehicle Blueprint to accelerate the use of medium and heavy-duty ZEVs in San Francisco, identifying challenges and opportunities for adoption.
- In 2022, CEC awarded SF Environment $2.4 million to implement select actions from the EV Blueprint, including increasing public awareness of EVs, expanding charging infrastructure, and developing a charging depot in a DAC.

Project Budget

Departments are mandated through HACTO to transition to EVs, but the costs of preparing the City's infrastructure for the fleet transition are a barrier. The 403 charger ports provided by the CEC grant are perfectly timed with City's activation of Central Shops' light-duty EV procurement plan, and provides a critical jump-start for the effort during a time of financial challenges that limit the City's capacity to invest in charging infrastructure. Persistent and forthcoming City budget shortfalls directly affect the City's Capital Budget – currently $59 million, approximately one-third of pre-pandemic levels – and is expected to remain level for the next several budget cycles. External funding to deliver infrastructure investments like the CEC's EV charging opportunity is critical.

This opportunity has enabled our team to secure agreements for 36% of the total project matching funds from the City's General Fund, SFMTA, SFPUC, Central Shops, and the Port of San Francisco—all in cash. Without the CEC opportunity, these funds would have been difficult to set aside specifically for charging infrastructure. The funding opportunity has motivated our City departments and has already had a positive impact on the City, including empowering the City to set aside 100% cash match; facilitating cross-departmental collaboration; and setting charging infrastructure planning in motion.

The overall project budget does not exceed the per charger cost maximum. As noted above, San Francisco plans to utilize State contract 1-23-61-15B to purchase Verdek LLC individual charging stations with dual ports at the State-bid unit cost of $6,336.68 and single port stations at a cost of $3,799.08. This unit cost for the largest line item of the budget leverages the State of California's purchasing power and ensures that San Francisco will pay a competitive price. Because sites were selected based on readiness and current capacity, the installations included in this proposal are the most cost-efficient possible. Because sites were selected based on readiness and current capacity, there will be minimal-to-no electrical upgrade costs. Phased installation will ensure the cost-effectiveness of difficult installs by allowing ample time for scheduling heavy equipment and labor needs.

DPW labor, fringe, and supplementary costs are all based on recent estimates provided directly by the Electrical Unit at Public Works, who will be responsible for performing the work. Estimates are based on current negotiated labor rates. Project management and administrative costs for City Administrator and SFE labor and fringe costs are based on current negotiated labor rates. With the funds available through the grant and match provided, San Francisco fully expects to be able to meet its charging infrastructure installation goals and objectives as described in this proposal.

All locations to receive charging infrastructure are served by SFPUC's Hetch Hetchy clean power. The rates for charging an EV with Hetch Hetchy power in 2024 are $.23048/kWh during off-peak periods and $.33019 during peak periods, below commercially available PG&E rates.

One hundred percent of the required match to be provided by the City and County of San Francisco for this project is cash. The city's total match accounts for about 36% of the total project budget, and will be fulfilled by the General Fund ($540,000), the SFMTA ($581,250), the SFPUC ($296,250), the Port of San Francisco ($93,750), and Central Shops ($1,301,352). Central Shops' contribution includes utilization and telematics software, and networking services. Remaining department matches cover supplies, IT equipment, and materials for installations. These funds enable the City to exceed the application requirements for the grant. Documentation of these matches is contained in the letters of commitment.

Sustainability and Innovation

The sweet spot between cost-effectiveness and innovation for San Francisco's municipal fleet is L2 smart chargers. These chargers will provide the City with the flexibility to select software and/or issue software upgrades to ensure uptime, as well as streamlined integration across sites with existing and future chargers. Data provided will directly support the City Administrator's overarching aim, reflected in this proposal, to optimize the City's capital planning and infrastructure, transition the fleet to ZEV, and reduce the overall number of vehicles in the fleet.

Smart charging software has the capability of demand-responsive charging that responds to capacity dynamics in real time, reducing power uptake during periods of high grid demand. Demand responsive charging will ensure that new EVs will have a minimal impact on grid performance while also reducing City utility costs. Smart chargers will also give the City the option to explore vehicle-to-grid or vehicle-to-battery technologies, which can further support grid reliability by either feeding energy back to the grid during periods of peak demand or feeding energy into an onsite battery that vehicles could then use in the future during high

demand events. All sites selected for this proposal will require minimal-to-no electrical upgrades and will have minimal-to-no grid impacts.

ATTACHMENT 12
Resumes

San Francisco City Administrator's Office – Central Shops
Grant ID BLA-0000000178
Critical Fleet Charging Infrastructure Project

Resumes:

- Office of the City Administrator
- Department of Public Works
- San Francisco Environment Department
- SF Municipal Transportation Agency
- Department of Public Health
- Real Estate Division
- SF Police Department
- Public Defender's Office
- San Francisco Fire Department
- San Francisco Public Library
- San Francisco Recreation & Parks
- SF Public Utilities Commission
- Port of San Francisco
- Animal Care & Control

Camilla Taufic - Fleet Business Manager

San Francisco, California | Central Shops

Education

HARVARD KENNEDY SCHOOL | MASTER IN PUBLIC POLICY | 2017-2019

Honors; Certificate in Management, Decision Sciences, & Leadership

RHODES COLLEGE | BACHELOR OF ART IN INTERNATIONAL RELATIONS | 2009-2013

Experience

FLEET BUSINESS MANAGER | OFFICE OF THE CITY ADMINISTRATOR | JAN 2023-CURRENT

- ***Supervision***. Oversee a team of sixteen administrative staff who perform the administrative functions that maintain Central Shops operations.
- ***Data***. Responsible for gathering, validating, and analyzing data for the City's fleet of 8,000+ vehicles and equipment. Use data to understand how well our fleet is operating, what we could be doing to be more efficient and reduce carbon emissions, and what the future of our fleet could look like.
- ***Policy***. Analyze and write policy regarding fleet utilization, safety, and zero emissions standards, to be assessed by senior leadership and
- ***Fiscal Oversight***. Responsible for managing the department's annual operating budget of $41M.
- ***Capital Projects.*** Work directly with the Department of Public Works on a capital project to upgrade the environmental standards of our existing fueling stations, including the complete replacement of underground storage tanks. Oversee budget spend-down and project timeline maintenance.

SENIOR BUDGET ANALYST | SAN FRANCISCO MAYOR'S OFFICE | 2019-2023

Manage a portfolio of City departments, working closely with their finance and program teams to support the budget development process, projection monitoring, policy implementation, and legislative needs.

- ***Budget.*** Oversaw a portfolio of City department budgets totaling over $1B in annual expenditures. Analyzed department's annual spending rates, operational challenges, and policy changes. Presented decision options to the Budget Director and Mayor to meet spending reduction targets or create performance improvements.
- ***Capital Planning.*** As the Mayor's budget analyst for the City Administrator, oversee the annual citywide Capital Planning and Resilience Division and Real Estate Division budget processes.
    - Analyze citywide capital budget requests, balancing the prioritization of community concerns, cost, and the most critical infrastructure needs, including shorter-term facilities maintenance versus longer-term capital projects.
    - Meet weekly with the Office of Resilience and Capital Planning and Real Estate Division leadership to keep track of project timelines, inter-department relations, and budget; including directing conversation on the Hall of Justice exit and rebuild, which has had significant setbacks and requires complex project management to ensure it moves forward.

ASSISTANT COUNTRY DIRECTOR | D.C. | CREATIVE ASSOCIATES INTERNATIONAL | 2016-2017

Selected by senior executives to bring an at-risk program into compliance with USG rules. Program was funded by US, UK, Netherlands, Denmark, & Germany, to improve justice and community engagement in Syria.

- ***Client and partner management.*** Navigated five governments' rules and regulations, ensuring full legal and financial compliance. Improvements led to a 2-year program extension and $20M+ in awards.
- ***Audit readiness.*** Overhauled the implementation guidelines to eradicate export and financial audit risks. Oversaw implementation and compliance by 50+ team members.

PROGRAM MANAGER | TURKEY | CREATIVE ASSOCIATES INTERNATIONAL | 2015-2016

Led a team to implement the U.S. government's highest value non-lethal assistance to Syria program ($200M+). Employee of the year (2015; out of 200 employees).

- ***Team leadership.*** Supervised a team of five employees in Turkey and Syria. Despite gender, age, and

cultural barriers, gained my team's trust and quickly operated as a cohesive and high-performing unit.

- ***Implementation.*** Quickly scaled up monthly food deliveries from 14k to 35k+ families in northern Syria. Despite war-zone logistics, all activities were successfully implemented. Additionally, procured and delivered vehicles and medical supplies, on an as-needed basis.
- ***Fleet.*** Procured vehicles in Turkey, for delivery into Syria, to meet emergency medical and fire needs in rebel-held territories. Developed trainings for beneficiaries to perform basic maintenance and repairs of vehicles, track vehicle inventory, and develop service routes.
- ***Political relationships.*** Hosted monthly meetings with senior U.S. government officials and Syrian opposition leaders. Wrote weekly memos to update the U.S. Department of State on program status.

PROGRAM SPECIALIST | D.C. | CREATIVE ASSOCIATES INTERNATIONAL | 2013-2015

- ***Financial management.*** Monitored project budgets, totaling $120M+. Created a budget monitor that became the company-wide template.

Skills and Other

Negotiations (co-led 3-day trainings at Bay Area tech firms; taught conflict resolution, dialogue, and achieving shared organizational goals); Team Building (convinced colleagues in Turkey to run a half-marathon together); Operations (Event Director of Harvard's inaugural women's policy conference, 300+ attendees).

DON JONES
Fleet Director, Central Shops, Office of the City Administrator

Summary of Qualifications
• More than thirty-nine years of experience.
• Proven ability to communicate well with others, solve personnel issues, and contribute to positive working relationships with various employees and departments.
• Detailed knowledge of FAMIS, Asset Works Fleet Focus, and Microsoft Office.
• Great understanding of the full range of procedures and techniques used in servicing, repairing and maintaining vehicles and equipment such as heavy trucks, construction equipment, fire apparatus, grounds maintenance and forestry equipment, and related equipment and accessories.
• Profound ability identifying and resolving the full range of problems associated with the work including determining the nature and extent of malfunction or damage.
• Sound ability to inspect new vehicles and equipment for compliance with contract specifications.
• Proven ability to perform road and diagnostic tests to locate defects in operation or to verify work orders, and complete non-structural welding on vehicles and equipment that is normally attached to vehicles.
• Excellent ability to identify the full range of risks and liability implications associated with the work and take appropriate action to minimize those risks and refer organizational liabilities to supervisor.
• Great understanding of established safety practices and equipment care procedures and demonstrated ability to instruct others in such practices and procedures.
• Remarkable understanding of the operation of and skill in the use of the various tools, materials, and equipment used in the repair and maintenance of heavy trucks and equipment and keeps current with industry changes.
• Profound knowledge of mechanical principles and theories.
• Immense ability in the repair and maintenance of complex mechanical, electrical, hydraulic and pneumatic power systems.
• Exceptional ability to prioritize work and meet project and program deadlines.
• Proven ability to assist in the planning, coordination, and monitoring of projects and programs in assigned area of responsibility.

Professional Experience

City and County of San Francisco 2007 – Present
Director Of Fleet Management (October of 2020 to Present)
Fleet Operations Manager (October 2015- October 2020), Acting Fleet Operations Manager (July 2015-October 2015), Assistant Superintendent (2013-October 2015), Automotive Machinist Supervisor (2012-2013), Assistant Automotive Machinist Supervisor (2011-2012), Automotive Machinist Mechanic (2007-2011)

Direct all aspects of fleet management.
• Direct the repair, maintenance, and servicing of the City and County of San Francisco's over 8,000 vehicles and pieces of equipment, such as trucks, automobiles, construction equipment, fire apparatus, grounds maintenance and forestry equipment, and related equipment and accessories while supervising over 100 employees in a total of six locations.
• Direct in the timely and accurate determination of the nature and extent of malfunction or damage of equipment.
• Direct in timely and effective road and diagnostic tests to locate defects in operation or to verify repair work.
• Direct and participate in the timely and efficient inspection of new vehicles and equipment for compliance with contract specifications.
• Direct in the repair and maintenance of all types of internal combustion engines and accessories.
• Resolve routine workplace problems.
• Formally address problems that are brought to my attention by a Supervisor or manager.
• Complete routine reports as necessary, including monitoring daily billed times for all shops.
• Open, close, and post invoices to repair orders.

• Manage DMV mandated random drug testing.
• Manage DMV pin pull for entire fiscality (100 plus employees).
• Diesel off road program through the California Air Resources Board.
• Manage portable equipment registration program through the California Air Resources Board.
• Manage diesel on road program.
• Manage all permits through the Bay Area Air Management District for three fuel stations.
• Manage state mandated tire recycling program.
• Manage the permitting of all pressure vessels through Cal OSHA.
• Manage Department of Transportation mandated random drug testing.
• Keep track of sick leave patterns and signs of abuse.
• Partner with various CCSF departments and address issues that arise in the repairs of their respective fleets.
• Sign and approve time cards and vacation requests; Approve payroll.
• Perform weekly safety inspections with the GSA Health & Safety Manager to make sure we comply with the state mandated accident and injury prevention program.
• Work with the Fire Department Inspectors to inspect service stations and shops to correct any deficiencies.
• Collaborate with Human Resources to facilitate the hiring process.

Stewart Chevrolet and Cadillac, Colma, CA 1998-2007 & 1988 –1992
Shop Foreman/Dispatcher
• Performed preventive and corrective maintenance on automotive, heavy duty trucks, and off-road equipment.
• Maintained all vehicles and equipment in compliance with federal and state safety regulations.
• Diagnosed malfunctions and repaired diesel and gasoline-powered engines, automatic electronic transmissions and transaxles, manual drive trains and axles, drive shafts, differentials, suspension and steering systems, hydraulic/air/anti-lock brake systems, electrical and electronic systems, heating and air conditioning systems, low-pressure air systems, fuel systems, lubrication systems, exhaust systems, hydraulic systems, radio systems, and other types of communication equipment.
• Designed, solicited approval, manufactured and installed modifications to vehicles and equipment.
• Generated and maintained vehicle and equipment maintenance records and work orders.

S & K Trucking, San Mateo, CA 1992-1998
Shop Foreman/Equipment Manager
• Evaluate and estimate damage and repairs as needed of heavy-duty trucks and equipment.
• Assign work to staff; help with difficult repairs with laptop and handheld scanners.
• Conduct weekly safety meetings and keep injury and illness prevention program for the shop.

E-Z Davies Chevrolet, Redwood City, CA 1981-1988
Journeyman Technician
• Served a four-year apprenticeship for the repair and maintenance of heavy-duty trucks and cars.

Education and Professional Training
Factory GM Trained • ASE Certified • Caterpillar Customer Engine Tune-Up and Maintenance • TYMCO Street Sweeper Trained • Certified in Forklift and Hybrid Operator Safety • Trained in Air Brake Systems and BIT Inspections • Certified in ASE Refrigerant Recovery and Recycling Review • Member of NAFA Fleet Management Association • Board member of Municipal Equipment Maintenance Association.

University of Phoenix: Associate of Arts in Business (2015)

Skyline College: Associate of Arts in Automotive Technology In Progress • Completion of a two-year automobile, machine work, and equipment vocational program (1985)

John J. Leal
City and County of San Francisco Department of Public Works
2323 Cesar Chavez Street
San Francisco, CA 94124
Work: (415) 695-2133 Cell: (415) 725-1499
Email: john.leal@sfdpw.org

Summary:

28 years of experience working and managing in the Construction Industry
Organized and manages numerous tasks with ease.
Ability to adapt to any type of working environment and excellent ability to acquire new skills.

Work Experience:

City & County of San Francisco – Public Works, Fleet Operations
Heavy Equipment Operations Supervisor/Fleet Manager
February 2014 to Present

Supervise subordinate staff reporting directly to Deputy Director of Operations and the Operations Manager., Annual review of fleet size and age in order to fully utilize equipment and maintain minimum inventory. Manage maintenance, repairs and BIT inspections. Manage annual inspections for specialty equipment as required by CAL OSHA, establishes policies for vehicle acquisition and replacement; Tracks vehicle usage and deployment; Maintains vehicle database in order to facilitate vehicle maintenance and repair; Manage all DMV records and related files for all Public Works departments; Manage compliance with California DMV codes; prepares, coordinates and deploys all parade related vehicles required by the Department; Manages the department's parking citation payment program; Manages Public Works FastTrack transponders; Writes vehicle and equipment specifications; GPS administrator for Public Works; Communicate with department Managers regarding new fleet purchases and budget; Inspects vehicles and equipment before placing them in service; Perform pre-paint inspections on specialty equipment; managing the public works radio replacement program; Perform random monthly equipment inspections and report information to managers; Manage Central Shops repairs, vehicle acquisitions and replacements; Maintain database of vehicle credits with Central shops. Manage code enforcement for CARB, CHP, BAAQMD and SFPD.

City & County of San Francisco – SFPUC, Sewer Operations
Sewer Service Worker
May 2007 to January 2014
6 years Maximo Experience, Investigate complaints, report findings, take corrective actions, Write daily reports/ mark dig up locations, read drawings, ensure safety regulations observed, organize and lead repair crews, log and document repairs, inspect sewers, investigate complaints, etc

City & County of San Francisco – SFPUC, Water Department
Acting 7208 Heavy Equipment Supervisor, Truck Driver, Heavy Equipment
December 2007 to July 2012
Acting 7208 Heavy Equipment Supervisor, reported to the division manager, write work orders using Maximo, plan, schedule and dispatch 39 employees who are heavy equipment drivers, operators and laborers, review daily work schedules from other crafts, complete daily time through E-time, Prepare documents for heavy equipment rentals for construction projects.

Experience working
together with Muni/PUC Sewer OPS/Central Shop/ Rec & Park, SF Water Millbrae Division. My experience includes but is not limited to, coordinating equipment loans, between departments, coordinating material loans between departments training on equipment loans. Drive Overhead Dump truck, Cranes/knuckle boom trucks, flat rack, Vac Con, compactor /garbage truck, load/unload & deliver construction materials, steel plates, pipe, etc, pre-trip/safety inspections, operate two way radios , and complete daily reports.

City & County of San Francisco – SFPUC, Sewer Operations
Truck Driver, Heavy Equipment
March 2006 – May 2007
Drive Vac Con, Dump Truck, Pre-trip/Safety inspections, daily reports, cleaning, maintaining sewers, inspecting sewer structures

Leal Construction, Daly City, CA
Owner/Supervisor/Safety Officer
August 1985 through March 2006

Plan and schedule work activities for construction and maintenance crews, assign jobs and supervise employees on a daily basis. Meet with sub-contractors, vendors, architects and engineers on a regular basis, preparing documents for construction time, labor and material projections for construction projects, and coordinate all employee job activities in the field. Knowledge of rules and regulations of Title 15 and Title 24. Duties also included bookkeeping and payroll, time management, conduct safety meetings and enforce a safe working environment, initiate and remain responsible for the permit process and meet with building inspectors to ensure a smooth process for the home/land owner. Handle the operation and administration matters for the company. Responsible for making sure my employees were current on all their licensees and certificates engaged in construction and maintenance matters. I am also responsible for explaining and enforcing policies and procedures relative to the operation of construction equipment and construction maintenance and repair projects. Issued Performance Appraisals to staff to encourage development, communication and feedback. Furthermore, I am responsible for coordinating and administering all planned and unplanned maintenance and preventative maintenance of construction equipment and facilities. Established and maintained preventative maintenance program for company vehicles, trucks, and tools.

Other:

Crane Certification – NCCCO #050831235
General Contractors License - #678619 (CA)
Driver's License – CA DMV – #N7713391 Class A and B vehicles; Endorsements for doubles/triples trailers, hazardous materials, passenger transportation and tank vehicles
Efficient in Microsoft Word, Excel and Outlook and other email and internet resources.
Proficient in daily use of Maximo Work Order system a Computerized Maintenance Management System.
Payroll Data entry and review using SFPUC E-time system
Experience coordinating large scale projects with Christmas in April and Rebuilding Together San Francisco and Peninsula. Coordinated crews for Renovating schools and senior homes with 100 plus person crews on tight schedules and very limited budgets.

Joshua Berman

Education

University of California, Berkeley, Berkeley, CA — **Master of City Planning**, May 2023
Transportation Planning and Policy — **Summa Cum Laude**

Brandeis University, Waltham, MA — **Bachelor of Arts**, May 17, 2015
Urban Studies, Independent Interdisciplinary Major — **Magna Cum Laude**

Relevant Work Experience

San Francisco Environment Department | San Francisco, CA — October 2023 – Present
Clean Transportation Specialist

- Lead writer and manager of San Francisco's Medium- and Heavy-Duty Zero Emission Vehicles Blueprint, a grant funded planning project to spur the transition to zero emission trucks
- Manage and implement San Francisco's Commercial Garage EV Charging Ordinance, develop process for operators to certify compliance with city law
- Coordinate across city departments to accelerate the transition of San Francisco's municipal fleet
- Develop grant proposals to support the City's clean transportation goals

San Francisco Municipal Transportation Agency | San Francisco, CA — June 2022 – November 2022
Parking and Curb Management Intern

- Analyzed new street design proposals for the Valencia Bikeway to determine effective future curb management plan while encouraging sustainable modes of transportation
- Designed and conduct surveys to determine efficacy of pilot loading zone program in San Francisco
- Assessed design drawings to ensure consistency of street features and curb treatments
- Managed GIS database related to on-street ride share parking

City of Eugene Planning and Development Department | Eugene, OR — May 2020 – December 2021
Community Development Analyst

- Authored Eugene's first housing action plan; led strategic visioning meetings and gained buy-in from multi-departmental work groups to record 5-year housing goals for city-wide housing policies
- Organized and guided a multicultural community group to work collaboratively with designers to create framework for inclusive cultural expression and storytelling for Eugene's public spaces
- Acted as point staff person for the Affordable Housing Trust Fund Advisory committee; collaborated with committee co-chairs to guide committee in crafting a formal Request for Proposal
- Created and managed grant work plan to write, edit and submit a $3.2 million federal grant for construction of a Farmers Market Pavilion in downtown Eugene
- Presented to Eugene City Council, Planning Commission and community stakeholders on community development projects
- Researched and drafted policy proposals, memoranda and reports for the Eugene City Council, Planning Commission and City executive leadership
- Supported the Eugene Town Square project including communicating with the public, consulting with stakeholders and collaborating with design team

City of Eugene Planning and Development Department | Eugene, OR April 2019 – May 2020
Town Square Analyst/Project Manager

- Managed project timelines and stakeholder relationships to meet key project goals for the Eugene Town Square, a proposed sustainable public development project that included plans for a new City Hall, Farmers Market Pavilion and upgrades to two historic parks in downtown Eugene
- Created and implemented public engagement strategy to gather input and secure community buy-in
- Organized 4 large scale public events with over 1,000 attendees and conducted additional direct outreach opportunities to present and seek input for the Eugene Town Square
- Managed communications, digital outreach; participated in interviews with TV, radio stations
- Collaborated with the design team and diverse stakeholders to balance competing priorities and pursue issue resolution with creative solutions

New York City Department of Sanitation | New York, NY September 2015- August 2017
Community Associate- Strategic Partnerships and Outreach

- Coordinated with 8 government institutions and non-profits to achieve goal of providing all New York City residents with composting and organics recycling opportunities
- Designed and implemented survey to determine food scrap drop-off usage at 38 different sites; used data to measure distance traveled to inform future drop-off expansion.
- Developed visual displays of program data and outreach opportunities using GIS
- Organized tree care events to educate local residents about the benefits of compost
- Worked as part of a team to create community education and promotional materials
- Created, managed reporting mechanisms; evaluated metrics from 8 partner organizations and reported data to the Mayor's Office of Sustainability
- Audited quarterly financial reports from all non-profit partners and assisted with budget formulation

Additional Work Experience

Institute of Transportation Studies | Berkeley, CA January 2023 – Present
Graduate Student Researcher

- Research innovative solutions to mitigate traffic congestion through an analysis of academic literature and interviews with policy experts
- Synthesize and design policy memos directed at transportation planners to inform and educate about potential methods for mitigating congestion
- Collaborate across multiple campus teams to create a coherent and unified policy toolbox for current and future policy makers

SquareOne Villages | Eugene, OR December 2017- October 2018
Village Coordinator

- Drafted and implemented policies collaboratively with residents of Emerald Village, a 22-unit affordable housing cooperative for individuals that had experienced or were at risk of homelessness
- Served as point of contact for resident questions and issues; Set up individual meetings to review important cooperative documents, including village bylaws and lease agreements

Technical Skills

ArcGIS, ArcGIS Online, QGIS, Python, Microsoft Office Suite, Adobe Suite, Google Suite, California Drivers License

PETER GABANCHO P.E.

2539 41st Ave.
San Francisco, California 94116
Home (415) 577-2567

QUALIFICATIONS SUMMARY

Over thirty years of progressively responsible engineering and project management experience with an emphasis on managing the technical, fiscal, and public aspects of projects as well as liaison work with diverse groups and organizations.

EMPLOYMENT HISTORY

City and County of San Francisco — Summer 1999 - Present

Acting Project Management Section Lead / Project Mgr 3 – SFMTA Capital Programs and Construction Div.

- Acting Project Management Section Lead Feb. 2020 to Feb 2022. As the Project Manager Lead, contributed to the agency process improvement and development at the Project Management Office. Assisted the Division Director in planning, developing and managing the Capital Improvement Plan (CIP) that ultimately impacted the agency's operation and success in meeting strategic goals.
- Directed, planned and organized highly complex engineering and architectural projects from concept through design and construction for the San Francisco Municipal Transportation Agency (SFMTA) including several high priority high profile projects across all modes of transit.
- Manager of the Metro Special Track Replacement Project, a $95 million project to replace and upgrade all rail switches in the Muni Metro tunnel.
- Manager of the Van Ness Improvement Project also known as the Van Ness Bus Rapid Transit Project from environmental clearances through construction. This comprised a $355 million complete street reconstruction project in the heart of San Francisco, and on State Highway 101. In this effort I worked closely with the many agencies and organizations, such as San Francisco PUC, County Transportation Authority, Caltrans, the FTA, San Francisco Public Works, various divisions within the San Francisco MTA, and dozens of developers, businesses and entertainment venues along the Van Ness corridor.
- Managed the Islais Creek maintenance facility project Phase 1 through approval design and construction and Phase 2 through various approvals and the design process.
- Tracked the man-hours expended by the engineering staff on my projects and maintained records of the funds expended and remaining for each design project, for typically 4 to 10 projects at a time.
- Responsible for completing projects on time, within budget and at a high level of quality.
- Acted as liaison between SFMTA CP&C, and SFMTA Operations and Maintenance divisions, other City departments, contractors, the County Transportation Authority, the Federal Transit Administration, and the community.
- Produced Requests for Proposals for consulting contracts and finalized the scope of services, led the negotiations, and oversaw the approval and implementation of these contracts.

City and County of San Francisco — 1998 – Summer 1999

Associate Mechanical Engineer – SFMTA Facilities Engineering Group

- Designed heating, air-conditioning, ventilation and plumbing systems for buildings owned or occupied by the San Francisco Municipal Railway.
- Produced engineering design budgets, negotiated and finalized the scope of work on projects.
- Tracked the man-hours expended by the engineering staff on my projects and maintained records of the funds expended and remaining for each design project.
- Responsible for the specifications, the overall quality of the drawings and the design as a whole.
- Provided engineering construction support on projects and acted as liaison between MUNI Engineering and Construction and other City departments.

City and County of San Francisco — 1995 - 1998

Assistant Mechanical Engineer – Public Works Mechanical Engineering Group

- Designed heating, air-conditioning, ventilation and plumbing systems for buildings owned by the City of San Francisco.
- Produced engineering design budgets and generated Memorandums of Understanding.
- Tracked the man-hours expended by the engineering staff on my projects and maintained records of the funds expended and remaining for each design project.
- Responsible for the specifications, the overall quality of the drawings and the design as a whole.
- Provided engineering construction support on my projects and others.

City and County of San Francisco — Fall 1993 - 1995

Assistant Mechanical Engineer – Public Works Maintenance Engineering Group

- Worked to use a vibration analysis as part of a preventive maintenance system and investigated plant machinery failures.
- Worked on design and construction of mechanical projects at the Southeast and Oceanside Plants water treatment plants.

Northrop Corporation, B-2 Division, California — 1990 - 1993

Engineer II - Systems Installation and Integration Forward Center Section

- Designed the installation of and provided shop floor support for various aircraft systems in crew stations, such as crew oxygen system, emergency escape system, thermal and acoustic cabin insulation, line removable units and cabin wiring.

EDUCATION AND AWARDS

- **Stanford University -** MS Mechanical Engineering - Emphasis: Mechanical Engineering Design
- **University of California at Berkeley -** BS Mechanical Engineering - Emphasis: Mechanical Engineering Design
- **CMAA Nor. Cal. Chapter Project Achievement Award 2023**, Van Ness BRT: Acting as Project Manager
- **Project of the Year Award, 2001, Ball Park Service Improvement**: Acting as Project Manager
- **Project of the Year Award, 2000, Potrero Roofing & Deck Replacement:** Acting as Project Engineer

PETER J. BYRNE

Bridge-building Program Leader with 14-year career straddling the public, private, and nonprofit sectors, plus recent master's degree in Urban Affairs and polished project management skills, lending to an unparalleled ability to design and implement data-driven, tech-first programs that rally all parties to generate sustainable economic development, at scale.

Work Experience: *Public Sector* — 6 Years

CITY AND COUNTY OF SAN FRANCISCO — Jun 2015 to Present

OFFICE OF SHORT-TERM RENTALS

Principal Administrative Analyst, Department of Public Health · September 2022- Present

Help the Department of Public Health lease, purchase, and manage real estate, in addition to other duties as pertaining to asset management.

Senior Administrative Analyst, San Francisco Planning Department · Nov 2017-September 2022

Drove implementation of San Francisco Short-Term Rental (STR) Ordinance, becoming one of the only cities in the US to achieve 100% regulation of STR technology companies. Won Board of Supervisor's Certificate of Honor for exemplary effort.

- Project-managed design and development of proprietary technology, APIs, and data pipelines integrated with vendor platforms to vet 14,000+ STR listings (eliminating 85% due to noncompliance).
- Owned relationship with private-sector rental platforms (Airbnb, VRBO), including formal mediation, brokering engineering talks, and discussing issues of noncompliance, penalties, and remediation.
- Evangelized best practices in database-driven regulation of the private-sector/tech industry via conferences in US and Europe and through coaching agencies in other counties and states on execution.
- Generated detailed reports for internal leadership, rental platform executives, and press analysts.

Management Assistant, San Francisco Planning Department · Nov 2015-Nov 2017

Introduced a data-driven, tech-first approach to regulating STR platforms, using STR companies' own data as well as agency business intelligence to glean unprecedented insights to drive decision-making.

- Pioneered innovative data analysis methods by pulling data from GitHub using Python and partnering with watchdog nonprofits and foundations to leverage their data and IP.
- Revamped STR registration process to decrease manual review process while boosting accuracy, plus created STR certificate review and renewal protocols.
- Designed online reporting tool capable of collecting data from 2,000+ hosts every quarter.

DISASTER SERVICE: COVID-19 RESPONSE

Deputy Chief of Logistics · Mar 2021-Present

Promoted to oversee COVID-19 Resource Request & Procurement, while leading teams in Scarce & Non-scarce Resources, Hospital Inventory & Fulfillment, and Data Systems & Technology groups.

- Oversaw the rapid deployment of PPE to medical centers, community groups, city agencies, skilled nursing facilities, and elder care centers to set up high-volume vaccination clinics.
- Navigated tough conversations with executives and directors of nonprofits, businesses, private practices seeking resources, testing supplies, and funding in scarce supply.
- Partnered daily with DPW, DPH, physicians, researchers, and academic institutions.

Operations Program Manager · Apr 2020-Feb 2021

Jumped into the front line to coordinate material procurement, logistics, and operations for 6 different COVID-19 outbreak response units totaling 5-15 people led by teams of doctors, nurses, and data analysts.

- Managed and tracked PPE logistics and delivery to schools, nursing homes, registered care facilities, single-room occupancies (SROs), shelters, and homeless encampments.
- Created toolkits, tracking mechanisms, and standardized workflows for investigation databases.
- Lead the implementation of contact tracing software across six outbreak management strike teams.

EARTHQUAKE SAFETY IMPLEMENTATION PROGRAM

Program Analyst / Intern · Jun 2015-Nov 2015

Galvanized alliances with 40+ faith-based institutions across San Francisco to garner participation for future emergency response efforts in the event of a natural disaster.

Work Experience: *Private Sector* — 7 Years

GOOD TECHNOLOGY, INC.
Jul 2012 to Nov 2013

Mobile Security Solutions Developer | Sunnyvale, CA

Sales Operations Analyst, Mobile Apps · Mar 2013-Nov 2013

Revamped, streamlined, and automated processes and systems around sales, service implementation, and delivery of third-party applications, successfully freeing up 30% of sales team's time.

- Designed an account-level reporting system, combining SQL, Salesforce, and Oracle to aggregate data on inventory and deployment for 30 products across 3 product lines.
- Directed cross-functional project team of sales staff, software vendors, and strategic partners.

Sales Representative, Mobile Apps · Jul 2012-Feb 2013

Sold mobile security solutions to mid-to-large corporate accounts with revenue at upwards of $100M.

- Landed new B2B accounts, expanded existing accounts, and drove effective retention campaigns across a broad range of industries in the Southern California region.
- Teamed up with third-party vendors and channel partners to co-present solutions to customers.

SERVICESOURCE
Nov 2006 to May 2012

Third-Party Provider of Technology Sales & Customer Success Solutions

Sales Team Lead, Singapore Team · Aug 2010-May 2012

Led a team of 7-9 sales associates focused on retention and renewals of lucrative maintenance contracts throughout the Asia-Pacific region, on behalf of Bluecoat and Microsoft (customers).

- Drove unified sales effort across 15+ countries, including overseeing hand-off between direct sales team and customer-side sales enablement groups.
- Instituted a data-centric sales strategy, compiling, scrubbing, and leveraging data from disparate systems and running regular financial forecasts and business intelligence reports to inform decision-making.

Senior Sales Representative, Dublin Team · May 2008-Jul 2010

Executed targeted sales campaigns aimed at securing contract renewals and recovering lost hardware and software maintenance contracts for Fortune 500 technology companies.

- Took the initiative to develop and deliver internal trainings on creating effective sales operations and communication protocols to enhance efforts throughout the firm.
- Continuously landed strategic accounts in the highly competitive technology sector.

Sales Representative, San Francisco Team · Nov 2006-Apr 2008

Assumed control of maintenance contract renewals for Borland Software, including designing new business processes around service renewals for their Australia and New Zealand offices.

- Mentored other sales staff on fielding technical questions and planning effective account strategies.

Work Experience: *Nonprofit* — 1 Year

OUR LADY OF GUADALUPE RELIEF PROGRAM
Aug 2005 to Sep 2006

Faith-based Community-focused Services & Support Nonprofit | San Antonio, TX

Social Services Coordinator

Ran a volunteer-based social services program that provided 100+ low-income households with emergency funds, nutrition via internal food bank, and seasonal relief, assistance, and donated gifts during the holidays.

Education & Training

Master of Arts in Urban Affairs *(with distinction)* – University of San Francisco
Bachelor of Arts in History – Fordham University
Project Management Fundamentals – Cengage Gale (40-Hour Course)

CORO Fellow – Working with luminaries in for-profit, nonprofit, and public sector to tackle real-world problems.

Matthew Gagin
Matthew.Gagin@sfgov.org

CAREER OVERVIEW

Current Manager/Analyst, Former Sound Engineer, Director of Audio Production, and Business Development Manager with an Emmy Award, a Master of Arts in U.S. History, and over 15 years of management experience.

RELEVANT PROFESSIONAL HISTORY:

August 2020-Current
Assistant/Acting Property Manager Real Estate Division City and County of San Francisco.
Responsibilities:
Research, analyze, and make policy recommendation on special projects; respond to informational requests, provide administrative analysis to high-level managers and department heads at the Real Estate Division and City Administrator's Office.
Analyze and interpret local, state, federal legislation and regulations for policy and financial impact on the Real Estate Division, such as surveillance ordinances, American's with Disabilities Act, surplus land act, Fire Codes, Building Codes, First Amendment Right to film in government buildings, etc.
Advise leadership and prepare recommendations with appropriate supporting documentation regarding how to comply with new regulations and mitigate adverse action against the department;
Develop, implement, and monitor and revise reporting systems required by legislation such electric vehicle (EV) procurement and charging, EBT, video surveillance, and procurement.
Provide training and technical assistance to Real Estate Division staff and contractors on departmental and City contracting policies, procedures and requirements.
Manage maintenance and repair activities, serving as the key liaison with outsourced vendor for maintenance and repair, prioritize and expedite mission critical repairs, and monitor maintenance schedules to ensure vendor compliance for EV charging infrastructure, Audiovisual systems, smart windows, and other assets.
Create regular tracking and reporting for EV charging network: Usage reporting: sessions, power consumption. Repair/maintenance reporting: uptime/downtime stats, reasons for failure, time to repair.
Manage Alemany Farmers' Market, food assistance, vehicle pool, security, tenant, event space, parking garage, and EV charging programs.
Direct operational activities such as event logistics, tenant improvements, maintenance plans, meetings with tenants and staff, and process creation for use of amenities at Real Estate Division Properties.
Supervise, train, and evaluate the staff on tasks, roles, and responsibilities.
Oversees and organizes the work of consultants and contractors working for the department and tenant departments.
Work with cross functional partners such as managers and staff to establish, appraise, and implement goals.
Direct the development of responsibilities, policies, and procedures at several properties and for procurement.
Develop operational polices centered on security, access control, bike room use, event reservations, event logistics, event space rules, freight elevator access, vehicle pool, fleet parking and EV charging, loading dock usage, and contracting/procurement.

June 2015 – August 2020
Media and Security Services Specialist: City and County of San Francisco.
Responsibilities:
Established an efficient, holistic approach to operational procedures and defined access grants to reconfigure compromised security-access databases and audiovisual (AV) systems throughout the City and County of San Francisco's Real Estate Division's (RED) campus. Analyzed building and operational requirements to provide the clearance programming and systems architecture for audiovisual, access-control, and video systems at across the Real Estate Campus, allowing buildings to effectively operate while continually safeguarding narcotics, contraband, and weapons, vehicles, information, property, and people. Programmed and maintained Audiovisual and security systems. Trained staff to operated and maintain systems. Oversaw access-control system installation from beginning to end at numerous new and existing properties.

May 2015 – December 2015
Legislative Intern
City and County of San Francisco: Board of Supervisors/ President London Breed (District 5).
Enhanced the supervisor's ability to make decisions regarding numerous subjects such as San Francisco's Bike Yield Law, water fluoridation, and rehabilitation of Yoshi's by researching and providing written summaries of local, state and federal political, social, and business issues and/or policies.Drafted and/or historically contextualizing Resolutions or Legislation discussed or taken up by the San Francisco Board of Supervisors.

May 2004 – July 2012
Director of Audio Production: Herring Networks–AWE/Wealth TV HD–San Diego, CA.
Responsibilities:
Reduced turnaround times from one week to one to two days for the sound-design, mixing, and mastering processes by establishing tangible co-operation across groups and departments to share information and procedural, increasing production capability of the network three-fold by working with cross-functional partners consistently expediting post-production and resulting in over 200 television shows produced in a single season.
Directed the audio department within budget. Created pathways for the staff's career development.
Established budgets and planning for Audio suite installation Established budgets and planning for departmental audio requirements for each season's production schedule. Led the research, oversaw, and provided budget projections and design proposals for installations of simulcast studios, expansion of digital audio suites, and construction of a remote-production truck. Set audio production and distribution standards for television audio that was delivered to over 20 million homes. Managed a staff of 10 to 24 depending on the production or point of process. Administered and planed the production work flow each season.

EDUCATION:
San Diego State University–San Diego, CA.
Master of Arts - U.S. History–Research focus: Metropolitan Planning, Public Policy, and Human Socio-spatial Relationships with an Emphasis on Group Identity Formation.
San Diego State University–San Diego, CA.
Bachelor of Arts–Social Science (Single Subject: American History with Geography and Religion).
Platt College–San Diego, CA.
Associate of Arts–Multimedia & Graphic Design.

LINKEDIN
http://www.linkedin.com/pub/matthew-gagin/4/2a9/313

Nick Linder

168 Meadowcroft Drive San Anselmo, CA 94960
C: 415-747-0652 NLindersf@gmail.com

Professional Experience

2023-Present **Manager I: Facilities & Fleet** – San Francisco Police Department **San Francisco, CA**

- Strengthens SFPD's 24/7 public safety operation by supporting members with all necessary department equipment and facilities needed to ensure operational stability.
- Instrumental logistics Project Manager on DMACC (Drug Market Agency Coordination Center) deployment, bringing SFPD operations to the heart of the Mid-Market to combat the ongoing drug epidemic.
- Launched citywide remote substations for SFPD members during APEC (Asia Pacific Economic Conference). Facilitating the delivery of safe, secure spaces for members to deploy from in-order to maintain the safety of the largest event San Francisco has seen since the World's Fair in 1915.

2021-2023 **Station Operations Manager** - Amazon Logistics **American Canyon, CA**

- Drives delivery station operations while maintaining the highest standards of the Amazon Leadership Principles.
- Metric conscious performance management, leading teams to meet safety, quality and productivity standards daily. Cost driver for the station, leading efficiency planning and productivity standards for all shifts within the building.
- Promoted leadership growth within the building, coaching an area manager L4 to their successful promotion to L5; as well as influencing 4 associates with passing their interviews and receiving L3 process assistant positions.

2016-2021 **Director, Operations** - Hornblower Group **San Francisco, CA**

- Head of operations, logistics, purchasing, and engineering for Alcatraz Cruises, managing multiple teams, facilities, and vessels while focusing on efficiency, EHS, maritime innovation, and customer satisfaction.
- Responsible for continuous improvement of all quantitative regulatory bodies, including ISO 9001, 14001 & 18001, United States Coast Guard vessel and facility certifications, contract compliance for the National Park Service, and all OSHA construction regulations.
- Extensive Project Management, driving over 50 million dollars in capital investment projects while staying on time, on budget, and maintaining the highest safety standards possible.
- Lead project manager on a zero-emission conversion of two large passenger ferry vessels. Overseeing the complete retrofit of electric propulsion systems and 1.5Mw of lithium-Ion batteries onboard the vessels from start to finish.
- Led the logistics operations for the startup venture, NYC ferry. Successfully delivering 10 brand new ferry terminals, and 40 newly built passenger ferries to the city of New York in under 18 months.

2014-2016 **Private Yacht Captain / Logistics Manager** – Olson Steel **Tiburon, CA**

- Operating Captain of historical yacht M/Y Acania.
- Project manager on a 10-million-dollar complete refit, covering everything from incorporating the vessel's history from the prohibition era to the installation of modern-day propulsion and electrical systems.
- Responsible for managing and hiring a crew of 10, creating a one-of-a-kind experience for every guest onboard the yacht.

2013-2015 **Tractor Tug Operator** – Foss Maritime **Richmond, CA**

- Safely operated numerous towing vessels throughout San Francisco Bay.

- Implemented several safety protocols across the fleet, making the Bay Region one of the top safety examples nationwide.

2009-2013 **Port Captain / Operations Manager** – Alcatraz Cruises **San Francisco, CA**

- Directly supervised all marine operations crew in the areas of Marine Transportation Safety, Security, Training, and scheduling.
- Operated as the onboard Safety Director of San Francisco VMAP Bay Ferry III drill, June 2013.
- Implemented customer service training for vessel crew that resulted in 98% customer satisfaction.

2007-2009 **Captain** – Alcatraz Cruises **San Francisco, CA**

- Operating Master onboard passenger ferry vessels throughout the San Francisco Bay.
- Maintained safe environment onboard for both passengers and crewmembers during voyages.

Education & Qualifications

2008-2012 **Dominican University of California** **San Rafael, CA**
Bachelor of Arts in Business Management

Project Management Professional, Cornell University
United States Coast Guard Masters License, 500 Master Near Coastal, Able Bodied Seaman All Oceans
Transportation Workers Identification Card, TSA security Clearance
OSHA Safety Certification, 40-hour OSHA training
HAZWOPER Site Worker, Hazardous spill clean-up & mitigation management certification

References available upon request

Hadi Razzaq

hadi.razzaq@sfgov.org

Experience

Assistant Chief Attorney, Training + Operations **February 2022-present**
Office of the Public Defender, San Francisco

Lead operations for 230-person City Department, including hiring and onboarding attorney and non-attorney staff, advising Public Defender and Chief Attorney on allocation of people power and resources, and ensuring Department functions as efficiently and effectively as possible. Oversee Research, Training, Pretrial Release, IT and Clerical Units. Carry a limited caseload, providing direct representation to indigent defendants from arraignment to trial in sex, homicide, and other cases involving punishment of life-in-prison.

Managing Attorney, Investigation Unit **July 2018-February 2022**
Office of the Public Defender, San Francisco

Manage and train team of 16 investigators who respond to requests from more than 75 attorneys on all misdemeanor and felony cases handled by the Department, including locating and interviewing witnesses, serving subpoenas, strategizing to develop defenses, canvassing for video surveillance, searching court and database records, testifying in court, and preserving evidence. Represent the Department in union meetings, handle personnel issues, and ensure the responsible use of city resources. Conduct annual reviews and develop policies to promote team-building. Carry a limited caseload, providing direct representation to indigent defendants from arraignment to trial in sex, homicide, and other cases involving punishment of life-in-prison.

Deputy Public Defender, Specialty Courts and Reentry Unit **December 2017-June 2018**
Office of the Public Defender, San Francisco

Represented indigent clients in Drug Court and Community Justice Court, collaborative courts aimed at addressing the underlying issues faced by many criminal defendants (drug addiction, homelessness, unemployment, etc.). Worked in conjunction with representatives from the District Attorney's Office, Adult Probation Department, Department of Public Health, and the Courts to divert these vulnerable individuals out of criminal courts and into rigorously-monitored rehabilitation services.

Deputy Public Defender **March 2006-December 2017**
Office of the Public Defender, San Francisco

Represented indigent clients at all stages of criminal cases, including arraignments, bail hearings, motions and preliminary hearings, settlement conferences, and jury trials. Managed caseload of 40-60 active felony cases. Supervised support staff including investigators and paralegals. Tried ten misdemeanor cases and fifteen felony cases to verdict, including sex, homicide, and other cases involving punishment of life-in-prison.

Deputy Public Defender **May 2005-February 2006**
Office of the Public Defender, Marin County

Represented indigent clients in all stages of criminal cases. Tried four misdemeanor cases to jury verdict.

Deputy Public Defender **September 2003-February 2005**
Office of the Public Defender, Contra Costa County

Represented indigent clients in all stages of criminal cases. Tried over fifteen cases to jury verdict.

Associate **October 2001-July 2003**
Bingham McCutchen LLP

Worked on a team of attorneys litigating civil cases. Took and defended depositions, authored discovery requests and responses, and researched and wrote motions. Interviewed potential plaintiffs for class action lawsuit challenging constitutionality of California's parole revocation procedures.

Education

J.D.
University of California, Berkeley School of Law, Berkeley, CA 2001

Bachelor of Arts
Emory University, Atlanta, GA 1995

Professional Activities

Member, Criminal Justice Task Force of the Bar Association of San Francisco, 2018-2022

South Asian Bar Association of Northern California, Civil Rights Committee Co-Chair, 2016-2018

Member, Racial Justice Committee, Office of the Public Defender, 2014-present

Michael Mullin michael.mullin@sfgov.org
(415) 264-3601

EMPLOYMENT

San Francisco Fire Department **1998 - present**

Assistant Deputy Chief **2023– present**

- Responsible for the administration of Facilities maintenance, Fleet management, Equipment, and Supplies.
- Manage all aspects of facilities maintenance and capital projects.
- Manage all aspects of fleet maintenance and fleet replacement.
- Manage the procurement and distribution of all equipment and supplies.

Battalion Chief **2018 - 2023**

- Supervise companies at fire and other emergencies. This includes assessing emergency situations, evaluating resource needs, directing and ensuring efficient multi-unit operations, ensuring the safety of companies, as well as communicating to all levels present at the scene.
- Responsible for administration of the Battalion; attend Division meetings; ensure reports are submitted promptly and accurately; communicate orders and Department standards to Officers and companies
- Develop and administer training program and schedule for Battalion to ensure operational readiness.
- Conduct fire prevention, station, apparatus, and personnel inspections. Observe members for compliance with Department rules, regulations, polices and procedures.
- Act as Assistant Chief when assigned.
- Promote a workplace that values health, wellness, and cultural diversity and is free of harassment and discrimination.

Captain **2011 - 2018**

- Supervised company activities in the delivery of fire suppression, rescue, hazardous materials, and emergency medical services operations.
- Responsible for daily operations of station, apparatus, equipment, supplies, and members of both Engine and Truck companies.
- Responsible for upholding house policy, compliance with rules and regulations, and a program of training to ensure operational readiness.
- Led the opening of Station 4 which included participation in construction meetings, procuring all necessary supplies, and developing, implementing and managing a comprehensive administrative program for 30+ new station members.

Lieutenant **2008 - 2011**

- Supervised Rescue Company covering incident responses for half of the city with primary role of search and rescue, as well as trench rescue, confined space rescue, high and low angle rope rescue, shoring, dive rescue, surf rescue, auto extrication, and hazardous materials response
- Responsible for oversight of Company training in all areas of response

Firefighter **1998 - 2008**

- Engaged in fire suppression on both Engine, Truck and Rescue Squad companies
- Provided emergency medical services on BLS Ambulance

EDUCATION

San Francisco State University, San Francisco, CA
BA, Labor Studies

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Jessica A. Roberts

(née Affolter)

Experience

October 2023 - Present
(1823) Senior Administrative Analyst
at City and County of San Francisco – Public Library
Facilities Division

January 2019 – October 2023
(1822) Administrative Analyst
at City and County of San Francisco – Public Library
Facilities Division

April 2016 – January 2019
(1840) Junior Management Assistant
at City and County of San Francisco – Municipal Transportation Agency
Transit Division – Operations

September 2014 – April 2016
(1404) Clerk
at City and County of San Francisco – Human Services Agency
County Adult Assistance Programs (CAAP)

May 2007 – January 2015
Shift Supervisor / Barista
at Starbucks Coffee Company

Education

Graduated in May 2013
B.S. Business Administration
(Concentration in Management)
San Francisco State University

Skills

- Creativity
- Leadership
- Organization
- Problem solving
- Teamwork

Work Contact

100 Larkin Street, 5th Floor
San Francisco, CA 94102
(415) 557-4259
Jessica.Roberts@sfpl.com

Ben Wan

SF Rec & Park Project Lead

Experience

2022-present **San Francisco Recreation & Parks Department**
1824 Principal Administrative Analyst

- Fleet Manager for the department – overseeing a multitude of different equipment including over 1,000+ rolling stock inventory
- Manage annual maintenance budget of $6m as well as annual purchasing budget of $1.5m
- 311 Manager – overseeing all the interdepartmental processes dealing with citizen engagement and reporting
- Responsible for all tasks listed below in 1823 Senior Administrative Analyst position

2018-2022 **San Francisco Recreation & Parks Department**
1823 Senior Administrative Analyst

- Managed and administered the Park Evaluations Program including implementation of newly created mobile application
- Administered CMMS system and implemented a multitude of modules
- Created process improvements of various business processes with smart forms, power automate, excel macros, and many other automations
- Created dashboards with PowerBI to explain and display interactive data for a variety of audiences, as well as run ad hoc reports when needed
- Ran complex queries for reports and analyzed large datasets
- Supervised 1822 Administrative Analyst position

2015-2018 **City and County of San Francisco; Controller's Office & SFMTA**
1652 Accountant II & 1649 Accountant Intern

- Review accounting entries for accuracy and adherence to policy
- Prepare accounting entries for cash receipts, payments, adjusting entries, grant related entries, and various other accounting transactions
- Perform complex analysis on variety of financial aspects such as grant receipt variances, billing status reports, and year-end fund analyticals
- Special projects, analysis, and reconciliation reports as assigned

2012-2015 **WeDriveU, Inc**
Senior Accountant, General Accountant, Accounting Assistant

- Prepare and analyze financial statements and supporting documents for month, quarter, and year end closes
- Manage and supervise Accounts Receivable and Accounts Payable
- System administrator for the business' ERP software

SFPUC Fleet Operations Manger

◆Professional Profile◆

Demonstrated history of working in the private sector, government, and utility sector fleets managing multiple locations. Demonstrated expertise in the development and management of fleet vehicle use programs and policies, life cycle analysis, regulatory compliance, environmental strategies, alternative fuel vehicles, procurement, specification writing, utilization, replacement and acquisition efficiency, disposition, risk management, safety, garage operations, telematics, and maintenance management and fuel systems.

◆Professional Experience◆

SAN FRANCISCO PUBLIC UTILITIES COMMISSION (SFPUC) ... San Francisco, CA

Fleet Management and Operations Manager *... 2012 (October) – Present*

- Responsible for the management of San Francisco Water, Power, and Sewer utility vehicles.
- Managed the implementation of a new fleet management system by identifying and communicating requirements to DIT.
- Managed DOT regulatory compliance, California Pull Notice program and commercial driver/vehicle records.
- Managed the implementation and transition from a manual key retrieval to an electronic Internet based key self-service kiosk system for pool vehicles.
- Developed and directed the implementation of goals, objectives, policies and procedures.
- Ensured compliance with all federal, state, and environmental regulations.
- Prepared management reports for the Utilities Commission

PACIFIC GAS & ELECTRIC ... San Francisco, CA

Fleet Supervisor *... 2012 (March) – 2012 (October)*

- Managed garage operations at four locations within the North San Francisco Bay region.
- Managed DOT regulatory compliance, California Pull Notice program, commercial driver/vehicle records and participated in CHP site inspections
- Provided direction by continuously improving department performance, identifying risks and opportunities.
- Ensured that all personnel fully complied with all Federal, State, and local employment, vehicle/equipment, and environmental regulations.
- Oversaw capital spending requests; managed, coordinated and reported on financial and operating metrics.
- Oversaw spending plan for all garages. Managed labor and overtime to efficiently complete all work.
- Managed 30 direct reports.

COMCAST CABLE ... Livermore, CA

Fleet Manager *... 2011 (April) – 2012 (March)*

- Responsible for the California Region Fleet, 3,300 vehicles within six major areas.
- Reduced maintenance expenses by consolidating service vendors across the region.
- Ensured compliance with Federal, State and local regulations and requirements.
- Managed DOT regulatory compliance, California Pull Notice program, commercial driver/vehicle records and participated in CHP site inspections
- Identified risks, opportunities and long-term department goals needs and developed specific proposals to meet them.
- Implemented the use of permanent fleet registration (PFR) decals to reduce lost sticker replacement costs.
- Prepared and monitored department capital and expense budgets.
- Coordinated and reported on financial and operating metrics.
- Developed and implemented appropriate methods, practices, policies, and procedures.
- Maintained the fleet management database that facilitated operating costs.
- Made recommendations and/or overall decision for vendor products and services.
- Managed six direct reports and multiple service vendor contracts.

CITY OF OAKLAND ... Oakland, CA

Equipment Services Manager *... 2009 – 2011 (March)*

- Planned, organized, managed, and directed citywide equipment services division, including maintenance and repair of a variety of vehicles and specialized equipment. Manage the City's comprehensive fleet safety program.
- Managed DOT regulatory compliance, California Pull Notice program, commercial driver/vehicle records and participated in CHP site inspections
- Negotiated, coordinated, and administered contracts related to equipment procurement and contract services.
- Developed and directed implementation of division goals, objectives, policies, processes and standards.
- Prepared a variety of studies and reports that identify risks, opportunities and long-term department goals needs and develop specific proposals to meet them.
- Ensured compliance with all federal, state, and environmental regulations.
- Directed the preparation and administration of the division budget.
- Prepared management reports for the City Administrator, City Council and Commissions.

Fleet Specialist *... 2008 - 2009*

- Reviewed departmental and independent cost reports analyzing equipment repair, purchase and usage.
- Prepared specifications for administrative, safety and public works vehicles.
- Managed and maintained the fleet management data base that facilitated operating costs
- Conferred with vendor representatives, department managers and end users to prepare specifications.
- Provided technical advice, prepared management reports and created departmental standard operating procedures.

APL LIMITED … Oakland, CA

Senior Operations Analyst *... 2005 - 2008*

- Managed capital budget expenditures for America's region terminal operations, including creation, obtaining approvals, project spending and completion.
- Purchased terminal operations assets in coordination with process managers, purchasing and engineers.
- Managed America's terminal operations equipment disposal process.
- Collaborated with operations steering committee, project managers, local controllers and terminal managers regarding required deliverables to ensure each project is completed timely and within budget.
- Identified and validated capital support needs for the Americas west coast terminals.

Automobile Fleet Manager *... 1993 - 2005*

- Managed a Nationwide fleet of business use, executive, pool and operations vehicles.
- Maintained the maintenance management database for operations vehicles maintenance and repair, workorders, in-house mechanics and outside contract labor.
- Collaborated with Human Resources, Legal and Risk Management on vehicle policies
- Responsible for budget forecasting/management, invoice approval and customized reporting
- Negotiated vehicle stock purchases and manufacturers volume rebates
- Created a driver procedure policy to standardize acquisition procedures and ensure the effective use of company resources

◆Education & Leadership◆

- B.S. Business Management, University of Phoenix
- National Association of Fleet Administrators (N.A.F.A.)

◆Tools & Technologies◆

- Microsoft Office (Word, Excel, PowerPoint, Visio, Project), Oracle, SAP, FA Suite Asset Management, Maximo Asset Management, Telematics (GPS) and Fuel Management systems.

Port of San Francisco

Summary

Extensive experience in day-to-day use of Oracle Enterprise Asset Management and Inventory system experience; directing a cohesive staff successfully establishing the administrative maintenance group; establishing and monitoring key performance metrics; optimizing the Port of San Francisco preventive maintenance program; creating and tracking budgets.

Professional Experience

Port of San Francisco, San Francisco, CA May, 2012 to Present

Acting Administrative Services Manager

Reporting directly to the Maintenance Deputy Director, advise on general budget performance alerting of particular circumstances and concerns. Manage the storeroom operational activities. Provide support by conducting research, and preparing statistical reports.

- Participate in bi-annual budget development and monitoring of monthly expenditures. keep the maintenance management staff promptly and regularly informed about the current spending.
- Supervise direct report employees, providing feedback, regular reviews, and guidance on meeting performance and productivity expectations.
- Prepare specifications for procuring equipment and service trucks based on the approved capital budget.
- Prepare cost estimates of labor, materials, utilities, contract services, and park management for maintenance of new Port parks.
- Perform periodic cycle and annual physical counts to manage inventory in the store room and maintain accountability of all Port materials and equipment.
- Procurement of storeroom inventory stock and direct to work orders materials, establish annual encumbrance purchase orders for services, and the submission of quarterly change order increases as needed.
- Liaison with the Port payroll department and Maintenance department supervisors for employees' weekly timesheet submission and approval.

Maintenance Planner

Responsible for evaluating and scheduling facility and infrastructure maintenance and repair projects utilizing the work order management system. Assisted with the implementation and go-live of eAM.

- Release scheduled Preventive Maintenance work orders to shops monthly.
- Create work orders from approved work requests.
- Lead biweekly meetings with shop supervisors and superintendents to review active work orders for schedule and material order status.
- Coordinate access and training of employees in the work order management system (eAM)

- Add and remove assets, vehicles, equipment, and inventory items from eAM
- Prepare cost estimates for maintenance and repairs. Create an actual cost summary to be invoiced to tenants or agencies causing damage to Port properties.
- Maintain work order management system data integrity for reporting of maintenance history.

Stanford University, Palo Alto, CA July, 2004 to April, 2012
System and Business Process Analyst
Work as a liaison among cross-functional groups for business requirement gathering, as-is and to-be processes analysis, data analysis, test case compilation, collaboration with the out-sourced development team, conduct system integration and regression tests, facilitate business UAT and training, as well as ongoing support for Oracle Enterprise Asset Management (EAM) and Oracle Inventory application.

Responsible for requirements gathering, data analysis, and test plan compilation of solutions for applications.

Operations Services Manager
Reporting directly to the Operations Director of Maintenance and Renewal Projects, I was involved in day-to-day operations supporting maintenance processes. I participated in the development and adherence of procedures, guidelines, goals, and objectives for the department.

Education
University of Phoenix San Jose, California
Bachelor of Arts: Accounting July 2020

Professional Development
- Requirements Modeling and Gathering
- Project Management Leadership and Communication
- DMAIC (Define, Measure, Analyze, Improve, Control) Process Improvement
- Certified in Business Process Management at the University of San Francisco

SAN FRANCISCO ANIMAL CARE & CONTROL

SKILLS

-Great at deescalating situations where an animal owner may be hostile or under the influence.
-Excellent teamwork skills.
-Excellent animal handling skills
-Excellent with animal rescues
-Excellent driving skills in a city with heavy traffic.

EXPERIENCE

Animal Control Lieutenant from March 2024-present
Acting Lieutenant from October 2023-February 2024
Acting Captain from June 2022-October 2023
Acting Lieutenant from March 2022-June 2022
Officially an Animal Control Officer from October 1997-present (27 years)
Sergeant, lead and covered for the Captain and Lieutenant when on leave throughout twenty plus years.

RESPONSIBILIES

- Fleet management
- Payroll
- Scheduling
- Equipment purchasing
- Interviewing and hiring
- Supervising staff
- Knowledge of animal laws

ATTACHMENT 13
Letters of Commitment

San Francisco City Administrator's Office – Central Shops
Grant ID BLA-0000000178
Critical Fleet Charging Infrastructure Project

Letters of Commitment:

1. Mayor of San Francisco (General Fund Cash Match $540,000)
2. Central Shops/ADM (Cash Match $1,301,352)
3. Port of San Francisco (PRT) (Cash Match $93,750)
4. SF Public Utilities Commission (SFPUC) (Cash Match $296,250)
5. SF Municipal Transportation Agency (SFMTA) (Match $581,250)
6. San Francisco Environment Department (SFE)
7. Animal Care & Control (SFACC)
8. Office of the City Administrator (ADM/Central Shops) (49 South Van Ness on behalf of Human Services Agency (HSA) and Department of Building Inspection (DBI) shared lot)
9. Department of Public Health (DPH) - Hospitals
10. Department of Public Health (DPH) - other sites
11. Department of Technology (DT)
12. Public Defender's Office (PDR)
13. San Francisco Public Library (SFPL)
14. Department of Public Works (DPW)
15. Real Estate Division (Real Estate)
16. San Francisco Fire Department (SFFD)
17. San Francisco Sheriff (SHF)
18. San Francisco Recreation & Parks (SFRPD)
19. SF Police Department (SFPD)

OFFICE OF THE MAYOR
SAN FRANCISCO

LONDON N. BREED
MAYOR

April 5, 2024

Eilene Cary, Commission Agreement Officer
California Energy Commission
715 P Street, MS-18
Sacramento, California 95814

Dear Ms. Cary,

I am pleased to write this letter in support of the City and County of San Francisco's grant application to the GFO-23-606, Charging Infrastructure for Government Fleets. This application represents coordination across multiple departments, and the City is excited by the opportunity to bring infrastructure resources to the City in support of our fleet electrification efforts.

In 2021, San Francisco released its most robust Climate Action Plan yet, including over 159 implementable strategies for our City to achieve net-zero carbon emissions by 2040. Knowing that the impacts of climate change disproportionately impact our City's – and State's – most vulnerable populations, this Plan uniquely centers racial and social equity to ensure that the policies we develop uplift all of our residents and workers.

Currently, the city's fleet, of over 8,000 assets, is still largely composed of ICE vehicles and equipment. One major barrier to our acquisition of EVs to replace gas-powered vehicles is charging capacity. The fleet's decentralized domiciles enable city departments to conduct critical business, but it also requires installing and expanding charging capacity at sites throughout the city, many of which are located in disadvantaged communities.

That is why the City and County of San Francisco is fully committed to ensuring completion of this charging infrastructure project, and is setting aside $540,000 from the City's General Fund capital budget ($180,00 per year for three years) in satisfaction of the match component requirement. Additionally, the City's Non-General Fund departments have set aside the remaining match, as noted in additional letters to your office.

I am proud of our City's coordinated departmental effort on this proposal, which will significantly advance the City's progress to fully electrify its fleet, and decrease emissions citywide. Thank you for your consideration.

Sincerely,

Mayor London Breed

1 DR. CARLTON B. GOODLETT PLACE, ROOM 200
SAN FRANCISCO, CALIFORNIA 94102-4681
TELEPHONE: (415) 554-6141

City and County of San Francisco

London N. Breed, Mayor
Carmen Chu, City Administrator

Office of the City Administrator
Fleet Management / Central Shops

April 5, 2024

Eilene Cary, Commission Agreement Officer
California Energy Commission
715 P Street, MS-18
Sacramento, California 95814

Dear Ms. Cary,

I am pleased to provide this letter of commitment on behalf of Central Shops' participation in the City and County of San Francisco's grant application to the GFO-23-606, Charging Infrastructure for Government Fleets. Central Shops has played an important role coordinating across multiple City departments and stakeholders to complete this project application. We are excited to be a part of a process that advances the City's fleet electrification and charging infrastructure efforts in order to reduce our collective emissions and create a healthier environment for Bay Area residents.

San Francisco's fleet is managed and maintained by the City Administrator's Office through its Central Shops division. As the oversight body, Central Shops approves all departmental vehicle purchases to ensure they are compliant with the City's zero- emissions fleet guidelines, as well as state and federal laws, and collects data from vehicle telemetry to analyze and direct the best usage of these City assets. Central Shops' overall fleet electrification plan aims not only to reduce emissions, but also to right-size the total number of vehicles that City departments own and use.

Central Shops is fully committed to ensuring completion of this charging infrastructure project, since it will significantly positively impact the electrification of San Francisco's municipal fleet. We will be providing $1,301,352 for the project over a three-year period through our existing fleet maintenance work order budget. These funds will cover the costs of fleet analysis software, telematics software, and networking services. Our project team is excited for the completion and success of this project.

Central Shops is invested in coordinating on the City's shared electrification efforts and is excited to participate in this proposal, which will significantly advance the City's progress to full electrification of its fleet.

Camilla Taufic
(628) 652-5619
camilla.taufic@sfgov.org

April 5, 2024

Eilene Cary, Commission Agreement Officer
California Energy Commission
715 P Street, MS-18
Sacramento, California 95814

Dear Ms. Cary,

I am pleased to write this letter of commitment on behalf of the Port of San Francisco participation in the City and County of San Francisco's grant application to the GFO-23-606, Charging Infrastructure for Government Fleets. This application represents extensive citywide coordination, across multiple departments and stakeholders. We are excited to join a process that advances the City's fleet electrification and charging infrastructure efforts in order to reduce our collective emissions and create a healthier environment for Bay Area residents.

The Port of San Francisco manages the 7.5 miles waterfront as the gateway to a world-class city, and advances environmentally and financially sustainable maritime, recreational and economic opportunities to serve the City, Bay Area, and California. More than 250 dedicated Port employees are responsible for the preservation and improvement of the Port's fishing harbors, ferry landings, public parks, cargo terminals, piers, promenades and buildings. These 25 EV charging stations will allow the Port to convert the majority of its fleet to clean energy electric vehicles.

The Port of San Francisco is fully committed to ensuring completion of this charging infrastructure project. We will be providing the team with full access to our facilities at Pier 50 on Terry Francios Blvd and Pier 3 Embarcadero in San Francisco and are setting aside $93,750 for the project, which will come from:

Fund	Authority	Dept	Agency Use	Project	Activity	Account
23700	22506	232116	10268	10040238	0001	479987

Our project team is prepared to ensure project completion and success.

The Port of San Francisco is invested in coordinating on the City's shared electrification efforts and is excited to participate in this proposal, which will significantly advance the City's progress to full electrification of its fleet.

Sincerely,

DocuSigned by:
Michael Martin
20E5EEC1DEFF477...

Michael Martin
Acting Port Director
415.274.0544
michael.martin@sfport.com

San Francisco
Water Power Sewer
Services of the San Francisco Public Utilities Commission

525 Golden Gate Avenue, 13th Floor
San Francisco, CA 94102
T 415.554.3155
F 415.554.3161
TTY 415.554.3488

March 26, 2024

Eilene Cary, Commission Agreement Officer
California Energy Commission
715 P Street, MS-18
Sacramento, California 95814

Dear Ms. Cary,

I am pleased to write this letter of commitment on behalf of the San Francisco Public Utilities Commission (SFPUC) participation in the City and County of San Francisco's grant application to the GFO-23-606, Charging Infrastructure for Government Fleets. This application represents extensive citywide coordination, across multiple departments and stakeholders. We are excited to join a process that advances the City's fleet electrification and charging infrastructure efforts in order to reduce our collective emissions and create a healthier environment for Bay Area residents.

SFPUC provides retail drinking water & wastewater services to the City of San Francisco, wholesale water to three Bay Area counties, green hydroelectric & solar power to Hetch Hetchy electricity customers, and power to the residents & businesses of San Francisco through the CleanPowerSF program. The SFPUC has 565 vehicles in this grant category to support the operational needs of the organization.

One of our vehicle locations (750 Phelps Street) is in an area that has been designated as a disadvantaged community with some of the highest pollution ratings on in San Francisco. Participating in this project will support the SFMTA's effort to improve air quality in the district through emissions reductions.

SFPUC is fully committed to ensuring completion of this charging infrastructure project. We will be providing the team with full access to our domicile sites at 750 Phelps St., San Francisco, CA, 1000 El Camino Real, Millbrae CA, and 1657 Rollins Road, Burlingame CA. We are setting aside $296,250 for the project, which will come from the SFPUC's annual operating budget, which totals approximately $2 Billion. Our project team is prepared to ensure project completion and success.

SFPUC is invested in coordinating on the City's shared electrification efforts and is excited to participate in this proposal, which will significantly advance the City's progress to full electrification of its fleet.

Nancy L. Hom
Chief Financial Officer and
Assistant General Manager of Business Services
(415) 487-5229
nhom@sfwater.org

April 5, 2024

Eilene Cary, Commission Agreement Officer
California Energy Commission
715 P Street, MS-18
Sacramento, California 95814

Dear Ms. Cary,

I am pleased to write this letter of commitment on behalf of the San Francisco Municipal Transportation Agency (SFMTA) participation in the City and County of San Francisco's grant application to the GFO-23-606, Charging Infrastructure for Government Fleets. This application represents extensive citywide coordination, across multiple departments and stakeholders. We are excited to join a process that advances the City's fleet electrification and charging infrastructure efforts to reduce our collective emissions and create a healthier environment for Bay Area residents.

The San Francisco Municipal Transportation Agency (SFMTA) designs, builds, operates, regulates and maintains one of the most comprehensive transportation networks in the world. In addition to being the 8th largest transit system in the U.S., the SFMTA manages on-and off-street public parking, facilitates bicycling and walking, regulates taxis, and manages paratransit services. The SFMTA operates five modes of public transit in San Francisco–motor coach, trolley coach, light rail, historic streetcar, and cable car–and together, they carry more than 474,000 daily riders, the largest daily ridership of any transit agency in the San Francisco Bay Area. In support of the City's climate goals and in response to state regulations, the SFMTA will transition its fleet of 585 hybrid diesel motorcoaches to all-electric by 2040.

To support its operations, the SFMTA has a fleet of more than 800 non-revenue maintenance and service vehicles of which 437 are light-duty vehicles based at 36 SFMTA facilities. Of these, the SFMTA has selected seven locations to install 155 charging ports. One site, the SFMTA's paint, sign and meter shop located at 1508 Bancroft Avenue is in a designated disadvantaged community with some of the highest pollution ratings on CalEnviro Sceen 4.0 (Score = 84). Participating in this project will support the SFMTA's effort to improve air quality in the district through emissions reductions.

SFMTA is fully committed to ensuring completion of this charging infrastructure project. We will be providing the team with full access to our domicile sites at the following seven locations indicated in the table below.

Department	Site Address	# of Light Duty Vehicles at Site	Recommended # of Ports at site
SFMTA Building and Grounds	700 Pennsylvania Ave, San Francisco, 94107	30	4
SFMTA Green Rail yard	425 Geneva Ave, San Francisco 94112	10	1
SFMTA MME Rail Yard, Street Operations, Mobile Response Unit, Emergency Response Unit, Signal Maintenance, Quality Assurance, System Safety, Training, SS Emergency Response, Wellness, Rail Maintenance	601 25th St, San Francisco, 94107	92	92
SFMTA Potrero Bus Yard	2500 Mariposa St, San Francisco, 94110	11	9
SFMTA Streets Division Field Operations, Includes Meter Shop, Sign Shop, Temporary Sign Shop	1508 Bancroft AVE, San Francisco, 94124	55	3
SFMTA Vehicle Pool, Capitol Construction, Communications, Transit Operations, Mechanical Systems, Planning and Schedules, Revenue Collections, Industrial Safety, Security,	1 South Van Ness Ave, San Francisco, 94103	54	44
SFMTA Non Revenue Fleet Maintenance	1849 Harrison St SF 94103		2

The SFMTA will match the CEC grant with $581,250 in local funds. Our project team is prepared to ensure project completion and success.

The SFMTA is invested in coordinating on the City's shared electrification efforts and is excited to participate in this proposal, which will significantly advance the City's progress to full electrification of its fleet.

Sincerely,

Bree Mawhorter

Bree Mawhorter
Chief Financial Officer
415-646-2277
Bree.Mawhorter@sfmta.com

SAN FRANCISCO ENVIRONMENT DEPARTMENT

London Breed
Mayor

Tyrone Jue
Director

April 5, 2024

Eilene Cary, Commission Agreement Officer
California Energy Commission
715 P Street, MS-18
Sacramento, California 95814

Dear Ms. Cary,

I am pleased to write this letter of commitment on behalf of The San Francisco Environment Department's participation in the City and County of San Francisco's grant application to the GFO-23-606, Charging Infrastructure for Government Fleets. This application represents extensive citywide coordination, across multiple departments and stakeholders. We are excited to work with the Department of the City Administrator, Central Shops, to advance the City's fleet electrification and charging infrastructure efforts.

San Francisco Environment (SFE) has more than twenty years of experience creating and managing large scale energy, clean transportation, and other emissions reductions programs. Since 2015, SF Environment has co-led the City's EV Working Group (EVWG) representing thirteen City departments, the SFCCC, workforce development and community organizations, industry partners, and state and regional government agencies. The EVWG created the Citywide EV Roadmap, identifying actions and policies to accelerate EV adoption and ensure that EVs are available and affordable for all residents. The EV Roadmap outlined six critical strategies and forty-one action items to achieve total electrification of the City's transportation, while ensuring a more livable and equitable city. One of the strategies is to transition petroleum-fueled medium and heavy-duty (MD/HD) vehicles traversing the city to electric and hydrogen fuel-cell vehicles. Currently, SFE is developing the city's MD/HD EV Blueprint with support from CEC's GFO-20-601Blueprints for Medium- and Heavy-Duty Zero-Emission Vehicle Infrastructure.

SFE is responsible for ensuring the city meets the goals outlined in its Climate Action Plan. The city's transportation strategy is to transition the city's fleet to ZEV (HACTO 2022), and accelerate the adoption of ZEV vehicles and electrification of other mobility options to achieve 100% EV by 2040. Partnering with Central Shops on this proposal and coordinating with other departments across the city underscores the urgent need for charging infrastructure to help the city's fleet meet our electrification requirements.

SFE is fully committed to ensuring completion of this charging infrastructure project and is excited to participate in this proposal, which, if successful, will significantly advance the City's progress to full electrification of its fleet.

Sincerely,

Tyrone Jue, Director
San Francisco Environment Department

SF ANIMAL CARE & CONTROL

VIRGINIA DONOHUE
EXECUTIVE DIRECTOR

March 22, 2024

Eilene Cary, Commission Agreement Officer
California Energy Commission
715 P Street, MS-18
Sacramento, California 95814

Dear Ms. Cary,

I am pleased to write this letter of commitment on behalf of San Francisco Animal Care and Control's (SFACC) participation in the City and County of San Francisco's grant application to the GFO-23-606, Charging Infrastructure for Government Fleets. This application represents extensive citywide coordination, across multiple departments and stakeholders. We are excited to join a process that advances the City's fleet electrification and charging infrastructure efforts in order to reduce our collective emissions and create a healthier environment for Bay Area residents.

SFACC is an open admissions shelter, we provide housing, care and medical treatment for all wild, exotic and domestic animals. We take in any stray, sick, injured, owner surrendered or neglected animals regardless of species and their medical or behavior condition. Annually, we serve between 8-10,000 animals. SFACC enforces all state and local Animal Control and Welfare laws. Officers assist other city agencies such as the police department, fire department, medical examiners office, the health department as well as state and federal agencies. The officers will pick up animals to hold for a "custody" period when the owners are taken to the hospital, incarcerated or deceased. We are also first responders in natural disasters and emergencies. Our fleet currently consists of 9 animal control vans, 1 pick-up truck, 1 Toyota Prius and 1 Nissan Leaf. SFACC continues to work with City partners in procuring electric and zero emission vehicles.

Our Animal Control Officers utilize their vehicles by serving members of the public in all San Francisco neighborhoods including areas of the City that have been designated as a disadvantaged community, such as the Bayview and Hunters Point, that are areas with some of the highest pollution ratings on CalEnviro Sceen 4.0. Participating in this project will support SFACC's effort to improve air quality in the district through emissions reductions.

SFACC is fully committed to ensuring completion of this charging infrastructure project. We will be providing the team with full access to our domicile site at 1419 Bryant Street, San Francisco, and our portion of the matching funds will come from the city's General Fund capital budget, as noted in Mayor London Breed's letter of commitment to this project.

SFACC is invested in coordinating on the City's shared electrification efforts and is excited to participate in this proposal, which will significantly advance the City's progress to full electrification of its fleet.

Sincerely,

Virginia Donohue
Executive Director
(628) 652-8811 | virginia.donohue@sfgov.org | 1419 Bryant Street | San Francisco CA, 94103

City & County of San Francisco
London N. Breed, Mayor

Office of the City Administrator
Carmen Chu, City Administrator
Douglas Legg, Deputy City Administrator

April 5, 2024

Eilene Cary, Commission Agreement Officer
California Energy Commission
715 P Street, MS-18
Sacramento, California 95814

Dear Ms. Cary,

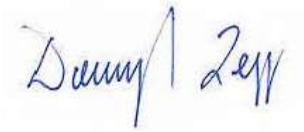
I am pleased to write this letter of commitment on behalf of the Office of the City Administrator's participation in the City and County of San Francisco's grant application to the GFO-23-606, Charging Infrastructure for Government Fleets. This application represents extensive citywide coordination, across multiple departments and stakeholders. We are excited to join a process that advances the City's fleet electrification and charging infrastructure efforts in order to reduce our collective emissions and create a healthier environment for Bay Area residents.

The Office of the City Administrator is one of the largest City departments in San Francisco, overseeing 26 agencies and nearly 1,500 dedicated staff. These agencies include citywide contracts monitoring, digital services, grants for the arts, the Mayor's Office of Disability, the Office of the Chief Medical Examiner, the Office of Transgender Initiatives, and the Fleet Management Division. As the organization housing Fleet management Division, the City Administrator is responsible for citywide fleet compliance, policy, maintenance, and fueling of the City's roughly 8,000 pieces of equipment. The Office of the City Administrator itself operates 82 vehicles.

The Office of the City Administrator is fully committed to ensuring completion of this charging infrastructure project. We will be providing the team with full access to our domicile site at 49 South Van Ness and our portion of the matching funds will come from the city's General Fund capital budget, as noted in Mayor London Breed's letter of commitment to this project.

The Office of the City Administrator is invested in coordinating on the City's shared electrification efforts and is excited to participate in this proposal, which will significantly advance the City's progress to full electrification of its fleet.

Sincerely,



Douglas Legg
Phone: (415) 554-4806
Email: douglas.legg@sfgov.org

City and County of San Francisco

Department of Public Health

London Breed
Mayor

San Francisco General Hospital and Trauma Center

Jason Zook, Capital Programs

March 22, 2024

Eilene Cary, Commission Agreement Officer
California Energy Commission
715 P Street, MS-18
Sacramento, California 95814

Dear Ms. Cary,

I am pleased to write this letter of commitment on behalf of San Francisco General Hospital and Trauma Center participation in the City and County of San Francisco's grant application to the GFO-23-606, Charging Infrastructure for Government Fleets. This application represents extensive citywide coordination, across multiple departments and stakeholders. We are excited to join a process that advances the City's fleet electrification and charging infrastructure efforts in order to reduce our collective emissions and create a healthier environment for Bay Area residents.

San Francisco General Hospital is among the San Francisco Department of Public Health campuses that would benefit greatly from the installation of EV charging stations. We currently maintain a fleet of approximately 12 city vehicles, and growing.
Our vehicles are currently domiciled in an area of the city (6075022802) that has a >50-60 rating on CalEnviro Sceen 4.0. Participating in this project will support the hospital's effort to improve air quality in the district through emissions reductions.

San Francisco Department of Public Health is fully committed to ensuring completion of this charging infrastructure project. We will be providing the team with full access to our domicile site at 1001 Potrero Avenue, and our portion of the matching funds will come from the city's General Fund capital budget, as noted in Mayor London Breed's letter of commitment to this project.
SFDPH is invested in coordinating on the City's shared electrification efforts and is excited to participate in this proposal, which will significantly advance the City's progress to full electrification of its fleet.

Jason Zook
Executive, Capital Programs at San Francisco General Hospital and Trauma Center
(628) 206-6853
Jason.Zook@sfdph.org

City and County of San Francisco

Department of Public Health

BEHAVIORAL HEALTH SERVICES

Operations Team

1380 Howard Street, 4th Floor

San Francisco, CA 94103-2614

415.255-3408 FAX 415.255-3529

March 22, 2024

Eilene Cary, Commission Agreement Officer
California Energy Commission
715 P Street, MS-18
Sacramento, California 95814

Dear Ms. Cary,

I am pleased to write this letter of commitment on behalf of San Francisco Department of Public Health's participation in the City and County of San Francisco's grant application to the GFO-23-606, Charging Infrastructure for Government Fleets. This application represents extensive citywide coordination, across multiple departments and stakeholders. We are excited to join a process that advances the City's fleet electrification and charging infrastructure efforts in order to reduce our collective emissions and create a healthier environment for Bay Area residents.

San Francisco Department of Public Health's Behavioral Health Services conducts mental health and substance use outreach services using our 32 vehicles. We have general funds and grant funds for electric vehicle purchase but lack charging infrastructure currently. In fact, our only two electric vehicles in our fleet are without level 2 charger support.

Our vehicles are currently domiciled in an area of the city that has been designated as a disadvantaged community with some of the highest pollution ratings on CalEnviro Sceen 4.0. Participating in this project will support the San Francisco Department of Public Health's effort to improve air quality in the district through emissions reductions.

San Francisco Department of Public Health is fully committed to ensuring completion of this charging infrastructure project. We will be providing the team with full access to our domicile site at 1380 Howard, South of Market neighborhood, and our portion of the matching funds will come from the city's General Fund capital budget, as noted in Mayor London Breed's letter of commitment to this project.

San Francisco Department of Public Health is invested in coordinating on the City's shared electrification efforts and is excited to participate in this proposal, which will significantly advance the City's progress to full electrification of its fleet.

David Borgognoni

David Borgognoni
415-260-8001
david.borgognoni@sfdph.org

City & County of San Francisco
Department of Technology
Powered by Innovation

One South Van Ness Avenue, 2nd Floor
San Francisco, CA 94103-0948
Office: 415-581-4001 • Fax: 415-581-4002

April 5, 2024

Eilene Cary, Commission Agreement Officer
California Energy Commission
715 P Street, MS-18
Sacramento, California 95814

Dear Ms. Cary,

I am pleased to write this letter of commitment on behalf of the Department of Technology's participation in the City and County of San Francisco's grant application to the GFO-23-606, Charging Infrastructure for Government Fleets. This application represents extensive citywide coordination, across multiple departments and stakeholders. We are excited to join a process that advances the City's fleet electrification and charging infrastructure efforts in order to reduce our collective emissions and create a healthier environment for Bay Area residents.

We deliver technology infrastructure and services to approximately 33,000 employees. With approximately 260 employees and over 80 fleet vehicles. DT ranges from Public Safety radio, Fiber wiring, and Network services to Enterprise Support and the Cloud.

- As a City Agency, the fuel tanks within our vehicle must be filled to a minimum of 50% or greater, in preparation of possible emergencies. Using electric vehicles would increase our ability to maintain or improve upon the required 50% minimum threshold as our automobile's changing stations would be located onsite.
- Onsite vehicle charging would also remove our need to spend time traveling to satellite fuel stations, allowing our teams to spend more time at work sites.
- General fuel cost reduction: electric powered vehicles cost less than gas powered vehicles to refuel. This cost reduction directly benefits the residents of San Francisco as all City Agencies are publicly funded.
- Electric vehicles can be utilized for any business or administrative application outside of general construction and towing purposes. Examples of electric vehicle use cases are; conducting site visits, investigations, and transporting employees to their work site.

Some of our vehicles are currently domiciled in an area of the city that has been designated as a disadvantaged community with some of the highest pollution ratings on CalEnviro Sceen 4.0. Participating in this project will support the Department of Technology's effort to improve air quality in the district through emissions reductions.

City & County of San Francisco
Department of Technology
Powered by Innovation

One South Van Ness Avenue, 2nd Floor
San Francisco, CA 94103-0948
Office: 415-581-4001 • Fax: 415-581-4002

The Department of Technology is fully committed to ensuring the completion of this charging infrastructure project. We will be providing the team with full access to our domicile site at 1 South Van Ness Ave with three charging stations and 1 Christmas Tree Point Road with one charging station. Our portion of the matching funds will come from the city's General Fund capital budget, as noted in Mayor London Breed's letter of commitment to this project.

The Department of Technology is invested in coordinating on the City's shared electrification efforts and is excited to participate in this proposal, which will significantly advance the City's progress to full electrification of its fleet.

Josh Uusitalo
Fiber & Safety Systems
Construction Manager
Phone: 415-517-2360
Joshua.uusitalo@sfgov.org

MANOHAR RAJU – PUBLIC DEFENDER
MATT GONZALEZ – CHIEF ATTORNEY

SAN FRANCISCO PUBLIC DEFENDER
Greater Than One

April 5, 2024

Eilene Cary, Commission Agreement Officer
California Energy Commission
715 P Street, MS-18
Sacramento, California 95814

Dear Ms. Cary,

I am pleased to write this letter of commitment on behalf of the San Francisco Public Defender's Office's participation in the City and County of San Francisco's grant application to the GFO-23-606, Charging Infrastructure for Government Fleets. This application represents extensive citywide coordination, across multiple departments and stakeholders. We are excited to join a process that advances the City's fleet electrification and charging infrastructure efforts in order to reduce our collective emissions and create a healthier environment for Bay Area residents.

The San Francisco Public Defender's Office represents individuals charged with crimes and immigrants facing deportation who cannot afford an attorney. We currently have 16 City vehicles, including 2 EVs, that are used by our investigators to conduct fieldwork in San Francisco and all over the Bay Area, which includes searching for and interviewing witnesses, canvassing for video, photographing alleged crime scenes, serving subpoenas, obtaining court records, and following leads based on information gathered from clients, witnesses, and other sources.

The San Francisco Public Defender is fully committed to ensuring completion of this charging infrastructure project. We will be providing the team with full access to our domicile site at 555 7th Street in San Francisco, CA, and our portion of the matching funds will come from the City's General Fund capital budget, as noted in Mayor London Breed's letter of commitment to this project.

Adult Division - HOJ
555 Seventh Street
San Francisco, CA 94103
P: 415.553.1671
F: 415.553.9810
www.sfpublicdefender.org

Juvenile Division - YGC
375 Woodside Avenue, Rm. 118
San Francisco, CA 94127
P: 415.753.7601
F: 415.566.3030

Juvenile Division - JJC
258A Laguna Honda Blvd.
San Francisco, CA 94116
P: 415.753.8174
F: 415.753.8175

Clean Slate
P: 415.553.9337
www.sfpublicdefender.org/services

Community Justice Center
P: 415.202.2832
F: 415.563.8506

Bayview Magic
P: 415.558.2428
www.bayviewmagic.org

MoMagic
P: 415.567.0400
www.momagic.org

The San Francisco Public Defender's Office is invested in coordinating on the City's shared electrification efforts and is excited to participate in this proposal, which will significantly advance the City's progress to full electrification of its fleet.

Sincerely,

Hadi Razzaq
Assistant Chief Attorney
Training + Operations

415-553-9658
hadi.razzaq@sfgov.org

San Francisco Public Library

100 Larkin Street, San Francisco, CA 94102

April 5, 2024

Eilene Cary, Commission Agreement Officer
California Energy Commission
715 P Street, MS-18
Sacramento, California 95814

Dear Ms. Cary,

I am pleased to write this letter of commitment on behalf of the San Francisco Public Library's participation in the City and County of San Francisco's grant application to the GFO-23-606, Charging Infrastructure for Government Fleets. This application represents extensive citywide coordination, across multiple departments and stakeholders. We are excited to join a process that advances the City's fleet electrification and charging infrastructure efforts in order to reduce our collective emissions and create a healthier environment for Bay Area residents.

The San Francisco Public Library system's mission is dedication to free and equal access to information, knowledge, independent learning, and the joys of reading for our diverse community. We have approximately 26 vehicles in our fleet for use across the city. Participating in this project will support our effort to improve air quality through emissions reductions.

The San Francisco Public Library is fully committed to ensuring completion of this charging infrastructure project. We will be providing the team with full access to our domicile site at 100 Larkin Street, San Francisco, CA 94102, and our portion of the matching funds will come from the city's General Fund capital budget, as noted in Mayor London Breed's letter of commitment to this project.

The San Francisco Public Library is invested in coordinating on the City's shared electrification efforts and is excited to participate in this proposal, which will significantly advance the City's progress to full electrification of its fleet.

Thank you,

John Cunha, SFPL Facilities Director
(415) 557-4485
John Cunha@sfpl.org

DiJaida Durden, Deputy Director | Operations
dijaida.durden@sfdpw.org | T. 415.695.2003 | 2323 Cesar Chavez St. San Francisco, CA 94124

April 5, 2024

Eilene Cary, Commission Agreement Officer
California Energy Commission
715 P Street, MS-18
Sacramento, California 95814

Dear Ms. Cary,

I am pleased to write this letter of commitment on behalf of Public Works participation in the City and County of San Francisco's grant application to the GFO-23-606, Charging Infrastructure for Government Fleets. This application represents extensive citywide coordination, across multiple departments and stakeholders. We are excited to join a process that advances the City's fleet electrification and charging infrastructure efforts to reduce our collective emissions and create a healthier environment for Bay Area residents.

Public Works has approximately 934 vehicles and equipment in our Fleet.

Our vehicles are currently domiciled in an area of the city that has been designated as a disadvantaged community with some of the highest pollution ratings on CalEnviro Sceen 4.0. Participating in this project will support the effort to improve air quality in the district through emissions reductions.

Public Works is fully committed to ensuring the completion of this charging infrastructure project. We will be providing the team with full access to our domicile site at 2323 Cesar Chavez Street. Our portion of the matching funds will come from the city's General Fund capital budget, as noted in Mayor London Breed's letter of commitment to this project.

Public Works is invested in coordinating on the City's shared electrification efforts and is excited to participate in this proposal, which will significantly advance the City's progress to full electrification of its fleet.

John Leal

Fleet Manager

415-695-2133 john.leal@sfdpw.org

City & County of San Francisco
London N. Breed, Mayor

Office of the City Administrator
Carmen Chu, City Administrator
Andrico Q. Penick, Director of Real Estate

March 22, 2024

Eilene Cary, Commission Agreement Officer
California Energy Commission
715 P Street, MS-18
Sacramento, California 95814

Dear Ms. Cary,

I am pleased to write this letter of commitment on behalf of the Real Estate Division of the City Administrator's Office's (RED) participation in the City and County of San Francisco's grant application to the GFO-23-606, Charging Infrastructure for Government Fleets. This application represents extensive citywide coordination, across multiple departments and stakeholders. We are excited to join a process that advances the City's fleet electrification and charging infrastructure efforts in order to reduce our collective emissions and create a healthier environment for Bay Area residents.

RED comprises two principal organizational units and a wide range of real estate services for the City: Facilities Maintenance: Full service property management to many City owned buildings as well as custodial and engineering services in City-owned and leased buildings, and, Real Estate Services: The acquisition/sale/leasing of real property required for City purposes. RED manages and provides engineering and custodial services to over 60 buildings. RED has over 50 vehicles used by RED and City Fleet at City Hall and 49SVN where we have EV charges in addition to those at 1650 Mission.

RED is fully committed to ensuring completion of this charging infrastructure project. We will be providing the team with full access to 1650 Mission, and our portion of the matching funds will come from the city's General Fund capital budget, as noted in Mayor London Breed's letter of commitment to this project.

RED is invested in coordinating on the City's shared electrification efforts and is excited to participate in this proposal, which will significantly advance the City's progress to full electrification of its fleet.

Sincerely,

Claudia J. Gorham
Deputy Managing Director
Real Estate Division
415.554.9871
Claudia.gorham@sfgov.org

SAN FRANCISCO FIRE DEPARTMENT
Division of Support Services
698 Second Street, San Francisco, CA 94107

March 20, 2024

Eilene Cary, Commission Agreement Officer
California Energy Commission
715 P Street, MS-18
Sacramento, California 95814

Dear Ms. Cary,

I am pleased to write this letter of commitment on behalf of the San Francisco Fire Department's participation in the City and County of San Francisco's grant application to the GFO-23-606, Charging Infrastructure for Government Fleets. This application represents extensive citywide coordination, across multiple departments and stakeholders. We are excited to join a process that advances the City's fleet electrification and charging infrastructure efforts in order to reduce our collective emissions and create a healthier environment for Bay Area residents.

The San Francisco Fire Department is an all-hazards emergency response provider to the City and County of San Francisco. The Department provides fire suppression, emergency medical response, fire prevention and other services as required. The Department has 276 vehicles in our fleet. 67 of these vehicles are sedans used by our Bureau of Fire Prevention. Up to 20 of these sedans are located at our headquarters located at 698 Second Street from Monday through Friday. We currently have no EVs in our fleet.

The San Francisco Fire Department is fully committed to ensuring completion of this charging infrastructure project. We will be providing the team with full access to our domicile site at 698 Second St., San Francisco, CA 94107, and our portion of the matching funds will come from the city's General Fund capital budget, as noted in Mayor London Breed's letter of commitment to this project.

The San Francisco Fire Department is invested in coordinating on the City's shared electrification efforts and is excited to participate in this proposal, which will significantly advance the City's progress to full electrification of its fleet.

Michael Mullin
Assistant Deputy Chief
415-264-3601
michael.mullin@sfgov.org

OFFICE OF THE SHERIFF
CITY AND COUNTY OF SAN FRANCISCO

1 DR. CARLTON B. GOODLETT PLACE
ROOM 456, CITY HALL
SAN FRANCISCO, CALIFORNIA 94102

PAUL MIYAMOTO
SHERIFF

Eilene Cary, Commission Agreement Officer
California Energy Commission
715 P Street, MS-18
Sacramento, California 95814

March 22, 2024

Dear Ms. Cary,

We are pleased to write this letter of commitment on behalf of the San Francisco Sheriff's Office for participation in the City and County of San Francisco's grant application to the GFO-23-606, Charging Infrastructure for Government Fleets. This application represents extensive citywide coordination, across multiple departments and stakeholders. We are excited to join a process that advances the City's fleet electrification and charging infrastructure efforts to reduce our collective emissions and create a healthier environment for Bay Area residents.

Utilizing a fleet of nearly 150 vehicles, the sworn and professional staff of the San Francisco Sheriff's Office work with the public, the criminal justice system, and community stakeholders to safeguard the lives, rights, and property of all people we serve.

The 40 vehicles in our agency that would be directly impacted by receiving this grant, while domiciled outside of a DAC-designated area, are frequently utilized throughout the region and the state. Participating in this project will support the San Francisco Sheriff's Office effort to improve air quality through emissions reductions.

We are fully committed to ensuring the completion of this charging infrastructure project. We will be providing the team with full access to our domicile site at 1 Moreland Drive, San Bruno CA 94066 and our portion of the matching funds has been secured, as noted in Mayor London Breed's letter of commitment to this project.

The San Francisco Sheriff's Office is invested in coordinating on the City's shared electrification efforts and is excited to participate in this proposal, which will significantly advance the City's progress to full electrification of its fleet.

Tanzanika Carter TNC
Assistant Sheriff #3
(415) 554-7294
tanzanika.carter@sfgov.org

London N. Breed, Mayor
Philip A. Ginsburg, General Manager

April 5, 2024

Eilene Cary, Commission Agreement Officer
California Energy Commission
715 P Street, MS-18
Sacramento, California 95814

Dear Ms. Cary,

I am pleased to write this letter of commitment on behalf of San Francisco Recreation & Parks participation in the City and County of San Francisco's grant application to the GFO-23-606, Charging Infrastructure for Government Fleets. This application represents extensive citywide coordination, across multiple departments and stakeholders. We are excited to join a process that advances the City's fleet electrification and charging infrastructure efforts in order to reduce our collective emissions and create a healthier environment for Bay Area residents.

The San Francisco Recreation and Park Department administers more than 220 parks, playgrounds, and open spaces, including two outside the city limits-- Camp Mather in Yosemite Valley and Sharp Park in Pacifica, Calif. Our park system includes 25 recreation centers, nine swimming pools, five golf courses and numerous tennis courts, ball diamonds, soccer fields and other sports venues. Included in the department's responsibilities are the Marina Yacht Harbor, the San Francisco Zoo, and Lake Merced. Our diverse rolling stock inventory comprises more than 800 vehicles spanning various types and models. We are actively transitioning to zero-emissions vehicles where feasible, and the expansion of our charging infrastructure will help in those efforts.

Some of our vehicles are currently domiciled in an area of the city that has been designated as a disadvantaged community with some of the highest pollution ratings on CalEnviro Sceen 4.0. Participating in this project will support the San Francisco Recreation & Parks' effort to improve air quality in the district through emissions reductions.

The San Francisco Recreation & Parks Department is fully committed to ensuring completion of this charging infrastructure project. We will be providing the team with full access to our domicile sites and our portion of the matching funds will come from the city's General Fund capital budget, as noted in Mayor London Breed's letter of commitment to this project.

The San Francisco Recreation & Parks Department is invested in coordinating on the City's shared electrification efforts and is excited to participate in this proposal, which will significantly advance the City's progress to full electrification of its fleet.

Eric Andersen
415-831-6818
eric.andersen@sfgov.org

CITY AND COUNTY OF SAN FRANCISCO
POLICE DEPARTMENT
HEADQUARTERS
1245 3RD Street
San Francisco, California 94158

LONDON N. BREED
MAYOR

WILLIAM SCOTT
CHIEF OF POLICE

April 5, 2024

Eilene Cary, Commission Agreement Officer
California Energy Commission
715 P Street, MS-18
Sacramento, California 95814

Re: CEC Government Charging Grant Program Participation
Dear Ms. Cary,

I am pleased to write this letter of commitment on behalf of San Francisco Police Department's participation in the City and County of San Francisco's grant application to the GFO-23-606, Charging Infrastructure for Government Fleets. This application represents extensive citywide coordination, across multiple departments and stakeholders. We are excited to join a process that advances the City's fleet electrification and charging infrastructure efforts to reduce our collective emissions and create a healthier environment for Bay Area residents.

The San Francisco Police Department is a 24/7 operation, focused on the safety and well-being of the citizens and visitors of San Francisco. We operate over 850 vehicles and are in the long-term planning phase of electrifying our fleet. Our vehicles are currently domiciled in areas of the city that have been designated as disadvantaged communities with some of the highest pollution ratings on CalEnviroScreen 4.0. Participating in this project will support the San Francisco Police Department's effort to improve air quality in the district through emissions reductions.

San Francisco Police Department is fully committed to ensuring completion of this charging infrastructure project. We will be providing the ENV team with full access to our domicile sites at: 1) 1245 3rd Street, PHQ, South Beach, 2) 1995 Evans Avenue, Traffic, Bayview, 3) 1 Sgt John V Young Lane, Ingleside and 4) 1700 17th Street, TACT, Potrero Hill.

Our portion of the matching funds will come from the city's General Fund capital budget, as referenced in Mayor London Breed's letter of commitment to this project and referenced in SF Environment Department presentation dated February 13, 2024.

San Francisco Police Department is invested in coordinating on the City's shared electrification efforts and is excited to participate in this proposal, which will significantly advance the City's progress to full electrification of its fleet.

Acting Commander Trenia Wearing
Trenia.Wearing@sfgov.org
(415) 575 -7221

ACTING COMMANDER
CAPTAIN TRENIA WEARING #1865
MAR 2 2 2024

ATTACHMENT 14
Letters of Support

(Optional)

San Francisco City Administrator's Office – Central Shops
Grant ID BLA-0000000178
Critical Fleet Charging Infrastructure Project

Letters of Support: Bay Area Air Quality Management District (BAAQMD)

BAY AREA
AIR QUALITY
MANAGEMENT
DISTRICT

March 20, 2024

Eilene Cary, Commission Agreement Officer
California Energy Commission (CEC)
715 P Street, MS-1
Sacramento, California 95814

RE: Air District Support for City & County of San Francisco's GFO-23-606 Proposal

Dear Ms. Cary,

On behalf of the Bay Area Air Quality Management District (Air District) I am writing to express our support for the City & County of San Francisco's application to the CEC Charging Infrastructure for Government Fleets grant program.

The Air District was created in 1955 by the California State legislature and is responsible for regulating stationary sources of air pollution in the nine-county San Francisco Bay Area region (Alameda, Contra Costa, Marin, Napa, San Francisco, San Mateo, Santa Clara, southwestern Solano, and southern Sonoma counties). As a key component of our multi-portfolio approach to improving air quality, we develop and administer incentive programs to accelerate voluntary emission reductions and technology advancements and deployments. During the past 20 years, Air District has awarded over $1.3 billion in incentives with an increasing amount allocated towards zero-emissions technologies.

The City and County of San Francisco and the Air District have a long-standing, mutually supportive relationship, which includes developing critical greenhouse gas emissions reductions and pollution mitigation programs. Most recently, San Francisco participated in the development of the Air District's Priority Climate Action Plan and submission to the EPA's Climate and Pollution Reduction Grants program to support transportation mobility and building electrification efforts across the Bay Area. San Francisco's worked to advance electrification across multiple sectors. They have collaborated with many stakeholders to ensure equitable distribution of environmental benefits, and I support their citywide light-duty fleet electrification efforts.

Thank you for your consideration, leadership, and continued efforts supporting energy technology deployments and advancements. We support this proposal and believe the goals and qualifications of this project align well with the Air District's climate goals and the objectives of GFO-23-606. Please contact Anthony Fournier, Technology Implementation Officer at afournier@baaqmd.gov or 415-749-4961, of my staff with any questions on this letter.

Sincerely,

Philip M. Fine
Executive Officer/ APCO

ATTACHMENT 15
Operation and Maintenance Plan

San Francisco City Administrator's Office – Central Shops
Grant ID BLA-0000000178
Critical Fleet Charging Infrastructure Project

Routine maintenance is essential to ensuring that all CEC investments in charging infrastructure maximize uptime and vehicle battery life. Charger reliability is also a critical component of user experience, which has shown to be necessary for widespread adaptation and enthusiastic EV drivers. The Biden-Harris administration has set an uptime standard of 97% in order to avoid user frustration that can result in weak utilization[1]. The City and its employees are committed to an uptime of 97% or better.

Central Shops currently monitors vehicles via telematics software on a daily basis. The performance of each L2 smart charger will be integrated into this monitoring process, which will include monitoring of the smart charger software alongside the City's existing telematics programming. The telematics software is currently installed in 57% of the City's light duty fleet and is anticipated to be operational in 100% of the fleet by August 2024. Data collected from charger ports will help the City rapidly identify non-operational chargers, and Central Shops will alert department staff to the location and issue with the charger for same-day, on-site review and resolution of the problems. If within the warranty period, ADM will work with departments and the charger manufacturer to have on-site same day service to get the charger up and running. This service requirement will be built into the contract with the charger provider. If outside of the warranty, the City will use its own staff, from the Department of Public Works, to fix broken chargers. The standard repair time will be within 24 hours for easy repairs and two weeks for severe damages that require extensive construction. Central Shops will maintain an open work order with the Department of Public Works for all charger infrastructure repair and will bill each department for the repair costs once they are completed. All departments have an existing work order system set up with Central Shops for its Fleet Maintenance billing; charger maintenance will be billed to this same existing budget line and reduce operational and fiscal challenges with implementing this successful charger maintenance plan.

Individual department staff are responsible for regular inspections and maintenance of the charger infrastructure based on industry best practices. These practices include storing charging cables securely, performing visual safety checks, checking the station's power supply, inspecting the charging station wiring, and regularly cleaning equipment. In addition to regular inspections, staff will perform quarterly station checks with a more extensive review to confirm successful connectivity to, and charge of, a vehicle.

In addition to problems detected by the data collected from software and regular department maintenance staff checks, employees who drive the vehicles are also responsible for reporting issues to the maintenance staff. A phone number and email address for each responsible department staff member will be posted on each charger port, in addition to the manufacturer's customer service contact information. The driver is responsible for contacting the responsible City staff member. That City staff member will be required to respond to the issue within 24 hours of notice.

Issues with ports will be recorded in the City's asset management software, ensuring long-term historical knowledge and enhanced future repairs based on an understanding of prior issues with

each port. Central Shops will prepare a quarterly report on the uptime of the charger network, including notes on trends observed, electrical capacity, user experience, and any issues to be addressed with the manufacturer.

The City has opted to install L2 smart chargers throughout all sites in this proposal to set Central Shops and fleet managers up for long-term success with charger use data and port monitoring capabilities. The smart charging technology will enable more granular tracking of charger usage by department and support accurate electricity usage billing and vehicle location monitoring. Charger uptime data will also streamline identification of downed chargers for more responsive maintenance. All of this information will help the City maintain and optimize usage of its EV chargers beyond warranty's end. Departments have been directed to budget for ongoing maintenance, estimated to be roughly $400 annually per level 2 charger.[1] By allocating funding towards ongoing maintenance, the City will ensure that chargers acquired and installed with CEC funds far exceed the 6-year operating minimum.

The City's procurement standards include at least a one-year warranty and Central Shops intends to purchase extended warranties for the level 2 chargers procured under the CEC grant. This will further enhance maintenance standards, ensuring that manufacturers are responsible for the highest quality parts, replacements, and services. This investment in Original Equipment Manufacture maintenance is expected to significantly lengthen the lifespan of the EV charger infrastructure.

This plan, including upfront warranty costs for long-term performance, daily data analysis, regular maintenance, and timely repairs, will ensure that the CEC investment in the City's charging infrastructure will be long-lasting and highly effective.

Anticipated challenges and plans for solutions:

Regular repair needs – will be caught by performative maintenance. If a repair needs more than one day of work, employees using a port that is down will be reassigned to use a different port that can be easily shared. Central Shops will keep excess cords, charger connectors, and other small repair supplies in its main storeroom at 555 Selby St. If a department needs to perform a repair, they will have immediate access to the parts needed to make the repair as quickly as possible.

Vandalism of the port or display screen – All but four sites are secured on City property behind gates to reduce issues with vandalism. If repairs are required, employees using a port that is vandalized will be reassigned to use a different port that can be easily shared. The repairs due to vandalism will be a priority of each department's fleet manager, ensuring that the chargers are back up and running within 24 hours for easy repairs, and within one week for the most challenging repairs.

Power outages – all chargers will be installed on City-owned property, which is powered by the City's Public Utilities Commission. Having the utility within the City government will streamline communications and ensure timely repairs of the power infrastructure.

[1] https://afdc.energy.gov/fuels/electricity_infrastructure_maintenance_and_operation.html

City & County of San Francisco
Daniel Lurie, Mayor

Office of the City Administrator
Carmen Chu, City Administrator

To:	Angela Calvillo, Clerk of the Board of Supervisors
From:	Sophie Hayward, Director of Public Affairs; Lily Moser, Legislative and Communications Analyst
Date:	March 28, 2025
Subject:	Acknowledgement For Grant – California Energy Commission – Charging Infrastructure for Government Fleets GFO-23-606 – Not to Exceed $4,996,695

Dear Clerk of the Board,

Attached please find the necessary documents for a Department submission of a proposed grant application acknowledgement resolution for Board of Supervisors approval.

This resolution would acknowledge the requirements for the 2024 grant application to the State of California Energy Commission (CEC) Charging Infrastructure for Government Fleets for a grant in an amount not to exceed $4,996,695. The CEC requires such acknowledgement in order to issue a final Grant Award letter. If the grant application is successful and the grant is awarded, the Fleet Management Division of the Office of the City Administrator will bring an Accept and Expend resolution for consideration to the Board of Supervisors.

The following is a list of accompanying documents:

- Proposed Resolution (Word document)
- Proposed Resolution with City Administrator Signature (PDF)
- Cover letter on Department Letterhead (pdf)
- Complete Grant Application Package

Please contact Lily Moser, Legislative and Communications Analyst in the Office of the City Administrator at lily.moser@sfgov.org or (415) 412-4750 with any questions.

City & County of San Francisco
Daniel Lurie, Mayor

Office of the City Administrator
Carmen Chu, City Administrator

We respectfully request that this matter be scheduled in the Budget and Finance Committee.

Departmental representative to receive a copy of the adopted resolution:

Name: Lily Moser Phone: 415-412-4750

Interoffice Mail Address: City Hall Room 362

Certified copy required Yes ☐ No ☒