

File No. 180740

Committee Item No. 2

Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Budget & Finance Committee

Date September 20, 2018

Board of Supervisors Meeting

Date _____

Cmte Board

- Motion
- Resolution
- Ordinance
- Legislative Digest
- Budget and Legislative Analyst Report
- Youth Commission Report
- Introduction Form
- Department/Agency Cover Letter and/or Report
- MOU
- Grant Information Form
- Grant Budget
- Subcontract Budget
- Contract/Agreement
- Form 126 – Ethics Commission
- Award Letter
- Application
- Public Correspondence

OTHER (Use back side if additional space is needed)

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Completed by: Linda Wong

Date September 14, 2018

Completed by: Linda Wong

Date _____

1 [Accept and Expend Grant - Alternative and Renewable Fuel and Vehicle Technology
2 Program - Electric Vehicle Ready Blueprint - \$199,398]

3 **Resolution retroactively authorizing the Department of the Environment to accept and**
4 **expend a grant in the amount of \$199,398 from the California Energy Commission's**
5 **Alternative and Renewable Fuel and Vehicle Technology Program to develop an**
6 **Electric Vehicle Ready Blueprint to accelerate regional vehicle electrification for the**
7 **period of July 1, 2018, through June 30, 2019.**

8
9 WHEREAS, The City and County of San Francisco is a long-standing leader in local
10 and regional vehicle electrification program development and implementation; and

11 WHEREAS, On April 19, 2018, Mayor Mark Farrell committed San Francisco to a
12 climate goal of net-zero greenhouse gas (GHG) emissions by 2050; and

13 WHEREAS, Private sector road transportation is currently the single largest contributor
14 to GHG emissions and air pollution in San Francisco, with cars and trucks representing over
15 90% of these emissions; and

16 WHEREAS, While San Francisco is recognized as one of twenty Electric Vehicle (EV)
17 Capitals, responsible for 40% of global EV stock, the City must make aggressive strides to
18 advance private sector transportation electrification if EVs are to become more than a small
19 niche in the regional vehicle market; and

20 WHEREAS, Through the Healthy Air and Clean Transportation Ordinance (HACTO),
21 the Department of the Environment actively seeks to maximize the use of outside sources for
22 programs that help achieve reduction of GHG and pollution levels by promoting the use of
23 vehicles with zero or ultra-low emissions and expanding alternative fueling infrastructure in
24 San Francisco; and

1 WHEREAS, In February 2018, the Department of the Environment submitted a
2 proposal to the California Energy Commission (CEC) Alternative and Renewable Fuel and
3 Vehicle Technology Program (ARFVTP) to participate in a competition and challenge to
4 accelerate deployment of electrified transportation at the local and regional levels; and

5 WHEREAS, In April 2018, the CEC announced proposed awards under the Alternative
6 and Renewable Fuel and Vehicle Technology Program, which included an award of \$199,398
7 to the Department of the Environment to create and develop an Electric Vehicle Ready
8 Blueprint; and

9 WHEREAS, San Francisco's Electric Vehicle Ready Blueprint will articulate the City's
10 vision and plan to expand the EV market by removing market barriers, and will serve as a "to-
11 do" list for City staff, private sector partners, community members, and other stakeholders;
12 and

13 WHEREAS, The Department of the Environment can leverage existing staff to create
14 and develop this Electric Vehicle Ready Blueprint; and

15 WHEREAS, The grant does not require an Annual Salary Ordinance (ASO)
16 amendment and partially reimburses the Department of the Environment for several existing
17 positions; and

18 WHEREAS, The term of this grant is from July 1, 2018, to June 30, 2019; and

19 WHEREAS, The grant budget includes provision for indirect costs of \$30,417; now,
20 therefore, be it

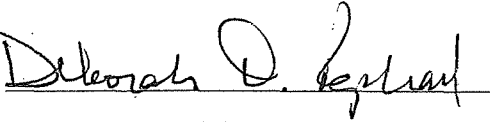
21 RESOLVED, That the Director of the Department of the Environment is hereby
22 authorized to accept and expend the Alternative and Renewable Fuel and Vehicle Technology
23 Program grant award of \$199,398 on behalf of the City, in accordance with the purposes and
24 goals for the funding as generally set forth by the ARFVTP; and, be it
25

1 FURTHER RESOLVED, That the Director of the Department of the Environment is
2 hereby authorized to enter into and execute all agreements, and amendments thereto,
3 between the City and various agencies consistent with the aforementioned proposal and
4 necessary to carry out the purpose of the grant.

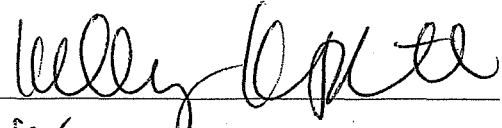
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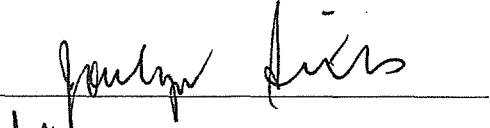
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RECOMMENDED:


Department of the Environment

APPROVED:


for Office of the Mayor


for Office of the Controller

File Number: 180740
(Provided by Clerk of Board of Supervisors)

10033407

Grant Resolution Information Form
(Effective July 2011)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: Electric Vehicle Ready Blueprint
2. Department: Department of the Environment
3. Contact Person: Victoria Chan Telephone: 415-355-3704
4. Grant Approval Status (check one):
 [X] Approved by funding agency [] Not yet approved
5. Amount of Grant Funding Approved or Applied for: \$199,398
- 6a. Matching Funds Required: \$139,003
b. Source(s) of matching funds (if applicable): PG&E Award and Department Special Revenue Funds
- 7a. Grant Source Agency: California Energy Commission (CEC)
b. Grant Pass-Through Agency (if applicable): N/A
8. Proposed Grant Project Summary: The Department of the Environment will utilize this funding from the California Energy Commission's (CEC) Alternative and Renewable Fuel and Vehicle Technology Program (ARFVTP) to develop an Electric Vehicle (EV) Ready Blueprint to accelerate regional vehicle electrification. San Francisco's Electric Vehicle Ready Blueprint will articulate its vision and plan to advance EVs and expand the market by introducing actions to remove barriers to market growth. It will serve as a "to-do" list for city staff, private sector partners, community members, and other stakeholders.
9. Grant Project Schedule, as allowed in approval documents, or as proposed:
Start-Date: 07/01/2018 End-Date: 06/30/2019
- 10a. Amount budgeted for contractual services: \$0
b. Will contractual services be put out to bid? No.
c. If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements? N/A
d. Is this likely to be a one-time or ongoing request for contracting out? N/A
- 11a. Does the budget include indirect costs? [X] Yes [] No
b1. If yes, how much? \$30,417

b2. How was the amount calculated. The 18% rate was calculated using 2 Step Method of the U.S Office of Management and Budget. The amount was calculated multiplying for the estimated hours to be performed by staff times the labor rate times 18%.

c1. If no, why are indirect costs not included?

Not allowed by granting agency

To maximize use of grant funds on direct services

Other (please explain):

c2. If no indirect costs are included, what would have been the indirect costs? N/A

12. Any other significant grant requirements or comments: No.

****Disability Access Checklist***(Department must forward a copy of all completed Grant Information Forms to the Mayor's Office of Disability)**

13. This Grant is intended for activities at (check all that apply):

Existing Site(s)

Existing Structure(s)

Existing Program(s) or Service(s)

Rehabilitated Site(s)

Rehabilitated Structure(s)

New Program(s) or Service(s)

New Site(s)

New Structure(s)

14. The Departmental ADA Coordinator or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local disability rights laws and regulations and will allow the full inclusion of persons with disabilities. These requirements include, but are not limited to:

1. Having staff trained in how to provide reasonable modifications in policies, practices and procedures;
2. Having auxiliary aids and services available in a timely manner in order to ensure communication access;
3. Ensuring that any service areas and related facilities open to the public are architecturally accessible and have been inspected and approved by the DPW Access Compliance Officer or the Mayor's Office on Disability Compliance Officers.

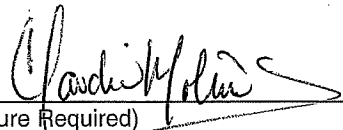
If such access would be technically infeasible, this is described in the comments section below:

Comments: All facilities served are privately owned, consisting of various types of buildings, in both residential and commercial sectors. Staff will make site visits to conduct energy efficiency assessments.

Departmental ADA Coordinator or Mayor's Office of Disability Reviewer:

Claudia Molina, Departmental ADA Coordinator, Payroll Personnel Clerk

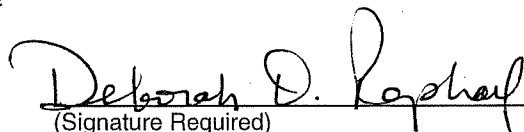
Date Reviewed: 5/8/2018


(Signature Required)

Department Head or Designee Approval of Grant Information Form:

Deborah O. Raphael, Director, Department of the Environment

Date Reviewed: 5/8/2018


(Signature Required)

City and County of San Francisco - Department of the Environment

California Energy Commission (CEC) EV Blueprint

Personnel

	0922 Manager I (0.63 FTE); 5644 Program Manager (0.05 FTE); 5638 Environmental Assistant (0.60 FTE)	Strategic Planning and Program Implementation	\$168,981
		Sub-Total Personnel	\$168,981
		Indirect	\$30,417
		Grand Total	\$199,398

**ATTACHMENT 1
Application Form**

This document provides the Energy Commission with basic information about the Applicant and its subcontractors. Each Applicant must complete, sign and include this attachment in its Application.

Applicant's Legal Name	Federal ID Number
San Francisco Department of the Environment	94-6000417

Proposed Term	
Start Date	End Date
07 /01 / 18	06 / 30/ 19

Funding		
Amount of Funds Requested	\$ 199,398	
Match Funding	\$139,003	Source of Match: <input type="checkbox"/> Cash <input checked="" type="checkbox"/> In-Kind

Title of Project
San Francisco's Electric Vehicle Ready Community Blueprint

Project Location	
Group 1: A region containing Disadvantaged Communities in Northern California	<input checked="" type="checkbox"/>
Group 2: A region containing Disadvantaged Communities in Central California	<input type="checkbox"/>
Group 3: A region containing Disadvantaged Communities in Southern California	<input type="checkbox"/>

Project Description (brief paragraph, see instructions in Application Manual)
San Francisco's Electric Vehicle Ready Community Blueprint will articulate its vision and plan to advance EVs and expand the market by introducing actions to remove barriers to market growth. It will serve as a "to-do" list for city staff, private sector partners, community members, and other stakeholders. Due to the number of commuters and visitors driving into the City, the creation of the Blueprint will have substantial regional impact and be highly replicable by other municipalities. San Francisco is a long-standing leader in vehicle electrification and has extensive experience developing and implementing local and regional plans—this project builds on that existing work. While San Francisco is recognized as one of twenty EV Capitals, responsible for 40% of global EV stock, it must make aggressive strides if EVs are to become more than a small niche in the Bay Area's overall car market.

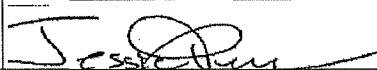
California Environmental Quality Act (CEQA) Compliance
1. Would the proposed project be considered a "Project" under CEQA (PRC 21065 and 14 CCR 15378)? <input type="checkbox"/> Yes: skip to question 2 <input type="checkbox"/> No: Explain why proposed project is not considered a "Project" and complete the following: Proposed project will not cause direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment because
2. If proposed project is considered a "Project" under CEQA, has environmental review been completed? <input type="checkbox"/> Yes (if so, provide documentation in application) <input type="checkbox"/> No

Applicant's Project Manager (serves as point of contact for all communications)	
Name:	Jessie Denver
Address:	SF Department of Environment 1455 Market, 12 th floor
City, State, Zip:	San Francisco, CA 94103
Phone/ Fax:	415-355-3700
E-Mail:	Jessie.denver@sfgov.org

ATTACHMENT 1 Application Form

Applicant Is	
<input type="checkbox"/> Private Company <i>(including non-profits)</i>	
<input type="checkbox"/> CA State Agency <i>(including UC and CSU)</i>	
<input checked="" type="checkbox"/> Government Entity <i>(i.e. city, county, federal government, air/water/school district, joint power authorities, university from another state)</i>	

Is Applicant subcontracting any services?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
Insert Subcontractor Legal Name		
Insert Subcontractor Legal Name		
Insert Subcontractor Legal Name		
Insert Subcontractor Legal Name		
Insert Subcontractor Legal Name		
Insert Subcontractor Legal Name		
Insert Subcontractor Legal Name		
Insert Subcontractor Legal Name		
Insert Subcontractor Legal Name		
Insert Subcontractor Legal Name		

Certifications:		
<p>I hereby authorize the California Energy Commission to make any inquiries necessary to verify the information I have presented in my Application.</p> <p>I hereby authorize the California Energy Commission to obtain business credit reports and make any inquiries necessary to verify and evaluate the financial condition of the applicant.</p> <p>I hereby certify that this application does not contain any confidential or proprietary information.</p> <p>I hereby certify to the best of my knowledge and belief that I have read, understand, and do hereby accept the terms and conditions contained in this solicitation, including the provisions of the Agreement Terms and Conditions and, further, I am willing to enter into an agreement with the Commission to conduct the proposed project according to the terms and conditions without negotiation.</p> <p>I hereby certify to the best of my knowledge, and under penalty of perjury, that the information contained in this Application is correct and complete.</p> <p>I hereby certify that I am authorized to complete and sign this form on behalf of the applicant.</p>		
Signature of Authorized Representative		Date: 2/21/18

CALIFORNIA ENERGY COMMISSION

1516 NINTH STREET
SACRAMENTO, CA 95814-5512
www.energy.ca.gov



APR 10 2018

BY:

RECEIVED
APR 10 2018

April 4, 2018

Jessie Denver
SF Department of the Environment
1455 Market-12th floor
San Francisco, CA 94102

Dear Jessie Denver:

Thank you for submitting an application in response to the California Energy Commission's Alternative and Renewable Fuel and Vehicle Technology Program (ARFVTP) "Electric Vehicle (EV) Ready Communities Challenge Phase I – Blueprint Plan Development," grant solicitation GFO-17-604. I am pleased to inform you that your organization has been selected for a grant award for the "Electric Vehicle (EV) Ready Communities Challenge Phase I – Blueprint Plan Development." Attached is the Notice of Proposed Awards (NOPA) for this solicitation.

The Energy Commission Agreement Manager (CAM) is currently developing your grant agreement for approval at a future Energy Commission Business Meeting and will be in contact with you to discuss grant agreement start-up procedures. As specified in the ARFVTP terms and conditions, all work and expenditure of funds (Commission-reimbursed and/or match share) must occur within the Agreement term, and cannot occur until after the agreement has been approved at a Business Meeting and fully executed. A sample of the standard terms and conditions can be located in the solicitation documents to GFO-17-604 on the Energy Commission website at <http://www.energy.ca.gov/contracts/GFO-17-604/>.

The Energy Commission is not liable for costs incurred or penalties imposed if the grant is not approved, if approval is delayed, if the state budget does not appropriate sufficient funds for the project, or if the costs do not conform to the requirements above. The Energy Commission will not reimburse for costs incurred before the final execution of the grant agreement under any circumstances.

Thank you for participating in this process. If you have any questions, please contact me at andrea.hoppe@energy.ca.gov. We look forward to a successful project.

Sincerely,

Andrea Hoppe
Commission Agreement Officer

Attachment: Notice of Proposed Awards, dated April 4, 2018

CALIFORNIA ENERGY COMMISSION

1516 NINTH STREET
SACRAMENTO, CA 95814-5512
www.energy.ca.gov

**NOTICE OF PROPOSED AWARDS**

**Alternative and Renewable Fuel and Vehicle Technology Program
Grant Solicitation GFO-17-604
Electric Vehicle Ready Communities Challenge Phase I- Blueprint
Development Solicitation
April 4, 2018**

On December 14, 2017, the California Energy Commission (Energy Commission) released a Grant Solicitation and Application Package entitled "Electric Vehicles (EV) Ready Communities Challenge, Phase I – Blueprint Plan Development" under the Alternative and Renewable Fuel and Vehicle Technology Program (ARFVTP). This competitive grant solicitation was an offer to fund project teams to accelerate the deployment of electrified transportation within the local and regional levels with a holistic and futuristic view of regional transportation planning. This solicitation was for Phase I of an expected two-phase effort for electric vehicle-(EV) ready communities. Phase I is for the development of the planning blueprints to identify the actions and milestones needed to proceed towards implementation of the EV-ready community. Successful applicants under this solicitation will have the opportunity to submit completed blueprints to compete for and receive future funding under Phase II for implementation of their completed blueprints.

The attached table, "Notice of Proposed Awards," identifies additional applicants selected and recommended for funding by Energy Commission staff and includes the amount of recommended funding and score. This notice is being mailed to all parties who submitted an application to this solicitation and is also posted on the Energy Commission's website at <http://www.energy.ca.gov/contracts/index.html>.

Funding of proposed projects resulting from this solicitation is contingent upon the approval of these projects at a publicly noticed Energy Commission business meeting and execution of a grant agreement. If the Energy Commission is unable to timely negotiate and execute a funding agreement with an applicant, the Energy Commission, at its sole discretion, reserves the right to cancel the pending award.

Questions should be directed to: Andrea Hoppe
Contracts, Grants and Loans Office
California Energy Commission
1516 Ninth Street, MS-18
Sacramento, CA 95814
andrea.hoppe@energy.ca.gov

California Energy Commission

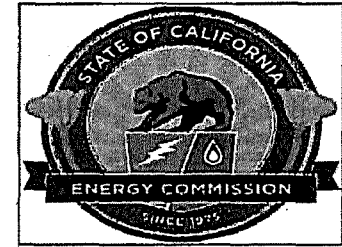
Alternative and Renewable Fuel and Vehicle Technology Program

Solicitation GFO-17-604

**Electric Vehicles (EV) Ready Communities Challenge Phase I - Blueprint
Development**

Notice of Proposed Awards

April 3, 2018

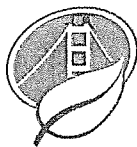


Proposal Number	Applicant	Group	Project Title	Funds Requested	Proposed Award	Match Amount	Score	Recommendation
Proposed Awards								
7	San Francisco Department of the Environment	1	San Francisco's Electric Vehicle Ready Community Blueprint	\$199,398	\$199,398	\$139,003	80.4%	Awardee
6	Prospect Silicon Valley	1	The San Jose Bay EV Readiness Collaborative	\$200,000	\$200,000	\$65,000	78.6%	Awardee
2	City of Santa Clara	1	Santa Clara EV-Ready Communities Blueprint Development	\$199,921	\$199,921	\$100,286	77.8%	Awardee
9	City of Sacramento	2	Sacramento EV Blueprint	\$199,280	\$199,280	\$109,045	81.9%	Awardee
12	Tierra Resource Consultants	2	EV Ready Community Low-Income Multifamily Blueprint	\$199,811	\$199,811	\$70,000	80.3%	Awardee
11	*Kern Council of Governments	2	Kern Electric Vehicle Blueprint Plan (EV Blueprint)	\$200,000	\$200,000	\$50,000	76.4%	Awardee
13	City of Long Beach Harbor Department	3	Port Community EV Blueprint	\$200,000	\$200,000	\$67,870	80.1%	Awardee
18	County of Los Angeles	3	Transportation Grid (T-Grid): Planning for a Post Building, Transportation Driven Electric Grid for the Los Angeles Region	\$200,000	\$200,000	\$99,464	77.5%	Awardee

Proposal Number	Applicant	Group	Project Title	Funds Requested	Proposed Award	Match Amount	Score	Recommendation
15	Ventura County Regional Energy Alliance	3	Ventura County EV-Ready Blueprint	\$196,466	\$196,466	\$76,491	76.6%	Awardee
Passed But Not Funded								
3	Contra Costa Transportation Authority	1	Contra Costa EV Readiness Blueprint	\$200,000	\$0	\$87,797	77.4%	Finalist
1	*Redwood Coast Energy Authority	1	Humboldt County Electric Vehicle Ready Community Blueprint Project	\$199,993	\$0	\$50,013	76.5%	Finalist
14	KnGrid Inc dba Oxygen Initiative	3	Chula Vista ACES Blueprint	\$199,871	\$0	\$68,335	76.1%	Finalist
5	*Monterey Bay Unified Air Pollution Control District	1	The Monterey Bay EV Readiness Blueprint	\$200,000	\$0	\$62,500	76.1%	Finalist
4	*County of Santa Clara	1	Driving to Net Zero: Santa Clara County's Blueprint to EV Readiness	\$200,000	\$0	\$50,000	75.9%	Finalist
10	Electric Power Research Institute	2	An Electric Vehicle Ready Community Blueprint for Fresno, CA	\$200,000	\$0	\$200,000	75.4%	Finalist
20	*South Bay Cities Council of Governments	3	GFO 17-604: Alternative and Renewable Fuel and Vehicle Technology Program EV-Ready Communities Challenge — Phase 1: Blueprint Plan Development	\$200,000	\$0	\$52,630	75.0%	Finalist
19	*Envoy Technologies	1	GFO 17-604: Alternative and Renewable Fuel and Vehicle Technology Program EV-Ready Communities Challenge — Phase 1: Blueprint Plan Development	\$200,000	\$0	\$50,000	72.8%	Finalist

Proposal Number	Applicant	Group	Project Title	Funds Requested	Proposed Award	Match Amount	Score	Recommendation
16	Bay Area Air Quality Management District	1	Bay Area Blueprint for EV-Ready Communities: Accelerating Deployment in the Bay Area and Beyond	\$200,000	\$0	\$300,000	71.4%	Finalist
Did Not Pass								
8	Woden LLC	1	EV-Ready Mobile Home Communities	\$172,036	\$0	\$67,870	67.8%	Did Not Pass
17	The LEAP Institute	2	Accelerating Equitable Electric Mobility in the heart of the San Joaquin Valley	\$199,821	\$0	\$52,000	67.6%	Did Not Pass
TOTAL PROPOSALS RECEIVED				\$3,966,597	\$1,794,876	\$1,818,304		

*Passing score is contingent upon applicant meeting minimum match requirement.



TO: Angela Calvillo, Clerk of the Board of Supervisors
FROM: The Department of the Environment
DATE: May 8, 2018
SUBJECT: Accept and Expend Resolution for State Grant
GRANT TITLE: CEC Electric Vehicle Ready Blueprint

Attached please find the original and 2 copies of each of the following:

- Proposed grant resolution; original signed by Department, Mayor, Controller
- Grant information form, including disability checklist
- Grant budget
- Grant application
- Grant award letter from funding agency
- Ethics Form 126 (if applicable)
- Contracts, Leases/Agreements (if applicable)
- Other (Explain):

Special Timeline Requirements:

The grant start date is July 1, 2018; if possible, we hope to have this resolution in place by then.

Departmental representative to receive a copy of the adopted resolution:

Name: Victoria Chan Email: victoria.w.chan@sfgov.org
 Phone: 415-355-3704

Certified Copy Required Yes ___ No X

(Note: certified copies have the seal of the City/County affixed and are occasionally required by funding agencies. In most cases ordinary copies without the seal are sufficient).

Introduction Form

By a Member of the Board of Supervisors or the Mayor

RECEIVED
BOARD OF SUPERVISORS
SAN FRANCISCO

Time stamp
or meeting date

I hereby submit the following item for introduction (select only one):

2010 JUL 10 PM 3: 14

- 1. For reference to Committee.
An ordinance, resolution, motion, or charter amendment.
- 2. Request for next printed agenda without reference to Committee.
- 3. Request for hearing on a subject matter at Committee.
- 4. Request for letter beginning "Supervisor [] inquires"
- 5. City Attorney request.
- 6. Call File No. [] from Committee.
- 7. Budget Analyst request (attach written motion).
- 8. Substitute Legislation File No. []
- 9. Request for Closed Session (attach written motion).
- 10. Board to Sit as A Committee of the Whole.
- 11. Question(s) submitted for Mayoral Appearance before the BOS on []

Please check the appropriate boxes. The proposed legislation should be forwarded to the following:

- Small Business Commission Youth Commission Ethics Commission
- Planning Commission Building Inspection Commission

Note: For the Imperative Agenda (a resolution not on the printed agenda), use a Imperative

Sponsor(s):

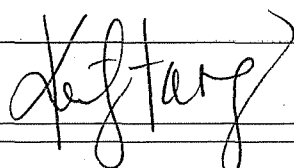
Supervisor Katy Tang

Subject:

Accept and Expend Grant – Electric Vehicle Ready Blueprint – \$199,398

The text is listed below or attached:

Please see attached.

Signature of Sponsoring Supervisor: 

For Clerk's Use Only: