

**DOCKETED**

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Comments are due April 16, 2020 at 5:00 p.m.

## **DRAFT SOLICITATION CONCEPT**

### **Clean Transportation Program**

# **Subject Area – Block Grant for Medium- and Heavy-Duty Zero-Emission Vehicle Infrastructure Incentive Projects**

***No proposals are being accepted at this time.*** This is a draft compilation of a solicitation concept. Do not design or submit proposals according to this DRAFT. The actual solicitation is subject to change.

Staff will take comments and questions submitted to the docket prior to or by phone during the webinar. Comments on this DRAFT will be discussed at the April 2, 2020, Webinar. At the latest, comments are due by April 16, 2020 at 5:00 p.m. to the California Energy Commission (CEC) Dockets Unit (See Notice of Staff Webinar for additional details on how to comment).



<http://www.energy.ca.gov/contracts/index.html>

State of California  
California Energy Commission  
April 2, 2020

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**INTRODUCTION**

The Energy Commission adopted a resolution strengthening its commitment to diversity and equity in our funding programs. We continue to encourage disadvantaged and underrepresented businesses and communities to engage in and benefit from our many programs. This “draft solicitation concept” aims to deliver equitable outcomes and improve community air quality and health.

This draft solicitation concept document details the concept under consideration for a competitive grant solicitation to be issued by the CEC’s Clean Transportation Program. The goal of this solicitation is to seek a block grant recipient to design and implement up to \$50 million in grant funds for various zero-emission medium- and heavy-duty (MD/HD) electric vehicle (EV) charging or hydrogen refueling infrastructure incentive projects throughout California. Projects funded under the resulting grant agreement may complement the MD/HD zero-emission vehicles (ZEVs) awarded under the California Air Resources Board’s Hybrid and Zero-Emission Truck and Bus Voucher Incentive Program (HVIP), with supporting ZEV infrastructure.

The Draft Solicitation Concept follows:

**1. AVAILABLE FUNDING**

Up to \$50 million, subject to future appropriations and Clean Transportation Program Investment Plan funding allocations, may be available under this solicitation to implement EV charging and hydrogen refueling infrastructure incentive projects throughout California.

The CEC, at its sole discretion, reserves the right to increase or decrease the amount of funds available under this solicitation.

**2. MAXIMUM AWARD**

Administrative costs to implement the block grant project(s) are capped at 7 percent of funds available under the resulting agreement. Applicants will be evaluated, in part, on their ability to minimize and control administrative costs under a resulting agreement. For the purposes of this solicitation, administrative costs include all costs incurred under the agreement, except for website development activities or funds disbursed to eligible third-parties such as an EV charger or hydrogen refueling incentive. Website development activities may not exceed \$1 million.

**3. NUMBER OF APPLICATIONS**

Applicants are only eligible to submit one application under this solicitation.

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**4. ELIGIBLE APPLICANTS**

This solicitation is open to all not-for-profit technology entities located in California. For the purpose of this solicitation, a not-for-profit technology entity is defined as an entity filing as and operating under the Internal Revenue Service's requirements of a 501(c)(3) corporation and organized to advance transportation technologies.

All corporations, limited liability companies (LLCs), limited partnerships (LPs) and limited liability partnerships (LLPs) that conduct intrastate business in California are required to be registered and in good standing with the California Secretary of State prior to its project being recommended for approval at a CEC Business Meeting. If not currently registered with the California Secretary of State, Applicants are encouraged to contact the Secretary of State's Office as soon as possible to avoid potential delays in beginning the proposed project(s) (should the application be successful). For more information, contact the Secretary of State's Office via its website at [www.sos.ca.gov](http://www.sos.ca.gov). Sole proprietors using a fictitious business name must be registered with the appropriate county and provide evidence of registration to the CEC prior to their project being recommended for approval at a CEC Business Meeting.

**5. ELIGIBLE PROJECTS**

The block grant recipient will be responsible for identifying MD/HD ZEV EV charging and hydrogen refueling infrastructure incentive projects and implementing those incentive projects for infrastructure installations. All incentive projects are subject to the review and approval of the Commission Agreement Manager (CAM). At a minimum, the block grant recipient will:

1. Identify MD/HD ZEV infrastructure incentive projects which may be developed based on:
  - Zero-emission fuel type (e.g. electric or hydrogen).
  - Site locational requirements (e.g., transit, municipal, regional warehouse, distribution center, last mile delivery, or small business fleets, etc.).
  - Geographical region (cities, counties, regions, etc.).
  - Locational requirements (e.g., corridors, depots, co-located with light-duty ZEVs, disadvantaged communities, etc.).
  - Considerations based on a community needs assessment.
  - Incentive vouchers received/obtained for zero-emission MD/HD vehicles.

Proposed projects shall include (at a minimum) the following information:

- Type(s) of MD/HD EV charging equipment eligible (e.g., Level 2, direct current fast chargers, etc.) and hydrogen refueling

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- equipment eligible (e.g., medium-duty and heavy-duty hydrogen refueling stations or purpose-built refueling infrastructure, etc.);
  - Minimum technical requirements of MD/HD ZEV charging or refueling equipment (e.g., equipment specifications, warranty requirements, operational requirements, etc.);
  - Inclusion of appropriate vehicle grid integration (VGI) standards, interoperable EV infrastructure, and other methods for enhancing grid-reliability by providing data to utilities to predict charging behavior and associated impacts on the grid;
  - Inclusion of equity evaluation criteria based on community needs assessment and feedback from the local residents;
  - Type of incentive structure (e.g., voucher or rebate);
  - Quantity of MD/HD EV chargers and hydrogen refueling stations targeted;
  - Incentive amount per charger and hydrogen refueling station; and
  - Total funding required to complete proposed project.
2. Develop simple and user-friendly application documents for each MD/HD ZEV infrastructure incentive project.
  3. Develop an outreach and advertisement plan for each approved MD/HD ZEV infrastructure incentive project including development of appropriate outreach materials to reach targeted markets and areas, in the languages needed by the community.
  4. Conduct outreach in accordance with CAM approved outreach and advertisement plan to maximize participation by the targeted markets and areas.
  5. Engage regional community-based organizations, community leaders, California Native American Tribes, and potentially affected local residents in the planning process and education on the benefits of ZEV transportation.
  6. Develop user-friendly, public access webpages which will include (at a minimum):
    - Online application forms;
    - The ability to submit online incentive applications;
    - Applicable documents and forms, including resource documents;
    - The ability to track the total funds, both available and expended, in real time; and
    - The ability to provide information on disbursements, such as heat map representations of where the funds are being disbursed.

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7. Collect (through surveys or other means) and submit to the CEC upon request data on individual incentive recipients including, at a minimum: incentive recipient information, incentive recipient experiences, and motivations for incentive recipients to participate in MD/HD ZEV charging and refueling infrastructure incentive project.
8. Develop a plan to implement internal control processes and documentation standards to minimize errors, fraud, waste and abuse.
9. Develop processes and procedures to ensure incentive payments are processed and paid within fifteen working days of receipt of complete and valid request for incentive funds.
10. Develop processes and procedures to allow interested third parties (other than the CEC) to provide funding for MD/HD ZEV charging and refueling infrastructure incentive projects. Established processes and procedures must allow these third parties to contribute to the project efficiently and within 30 calendar days of their request.
11. Establish, maintain, and submit incentive project records to the CEC, including but not limited to financial records, incentive payment documentation (e.g., completed incentive request forms, photographs of installed chargers, and other appropriate documentation to confirm compliance with project requirements), problems/issues experienced, and how identified problems/issues were resolved.
12. Establish separate accounts and implement procedures to *separately* accept, track, disburse and report on funding from sources other than the CEC.

**6. MATCH FUNDING REQUIREMENTS**

There is no match share requirement.

**7. HOW AWARD IS DETERMINED**

Applications passing both the administrative and technical screening will compete based on evaluation criteria, and will be scored and ranked based on those criteria. Unless the CEC exercises any of its other rights regarding this solicitation (e.g., to cancel the solicitation or reduce funding), the highest ranked application that obtains at least the minimum passing score will be recommended for funding subject to the terms of this solicitation.

**8. APPLICATION ADMINISTRATIVE SCREENING CRITERIA**

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Applications will be screened according to the following administrative criteria. Applications not meeting all of the following requirements will be disqualified and not eligible for funding:

- The application is received by the CEC's Contracts, Grants, and Loans Office by the due date and time specified.
- The Applicant provides the required authorizations and certifications.
- The Applicant has not included a statement that is contrary to the required authorizations and certifications.

**9. APPLICATION TECHNICAL SCREENING**

Applications will be screened according to the following technical criteria. Applications not meeting all of the following requirements will be disqualified and not eligible for funding:

- The Applicant is an eligible Applicant.
- The project is an eligible project.

**10. APPLICATION EVALUATION PROCESS**

- Applications will be screened according to the administrative and technical screening criteria. Applications passing all screening criteria will proceed to scoring.
- Applications passing administrative and technical screening will be scored in accordance with the scoring criteria in Section 11 of this document.
- Applications will be ranked according to final overall score.
  - Final overall score for each application will be the average of the combined scores of all Evaluation Committee members.
- A minimum of 70 percent (or 112 points) is required to be eligible for funding.
- Ties, if any, will be broken in the following order:
  - Proposal with highest Implementation and Technical Readiness score will be ranked higher.
  - If still tied, proposal with highest Team Resources, Qualifications, and Experience score will be ranked higher.
  - If still tied, proposal with highest Budget score will be ranked higher.
  - If still tied, an objective tie-breaker will be utilized.
- The highest ranking application that obtains at least the minimum passing score will be recommended for funding subject to the terms of the solicitation.

**11. EVALUATION CRITERIA AND POINTS**

***Summary of the Evaluation Criteria and Points***



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<b>Scoring Criteria</b>	<b>Points</b>
Team Resources, Qualifications, and Experience	40
Implementation and Technical Readiness	50
Budget	40
Innovation	30
<b>TOTAL POSSIBLE POINTS:</b>	<b>160</b>

**Team Resources, Qualifications, and Experience:** The proposed project will be evaluated on the degree to which:

- The proposed team’s qualifications are suitable to the tasks described in the proposed scope of work.
- The Applicant demonstrates the ability to establish and adhere to realistic and aggressive timelines.
- The proposed team has verifiable experience and knowledge related to the following:
  - Implementation of incentive projects.
  - MD/HD ZEV charging and refueling infrastructure markets (including trends and needs).
  - Collection, management and reporting on large amounts of data including providing accurate real-time data on status of MD/HD ZEV charging and refueling infrastructure incentive projects.
  - Outreach to potential participants and stakeholders (including small businesses, rural communities, disadvantaged and low-income communities, and tribes).
  - Accounting for and handling large amounts of funding.
  - Excellent and timely customer service, which includes consumer protection, community education, and technical assistance.
  - Soliciting and obtaining funding from a variety of sources.
  - Linkages to innovative approaches to infrastructure deployment such as renewable energy sources, storage, demand response, managed charging, etc.
- If applicable, the Applicant has performed satisfactorily under previous CEC agreements.

**Implementation and Technical Readiness:** The proposed project will be evaluated on the degree to which:

- The proposed approach to development and implementation of incentive projects is comprehensive, effective, realistic, and timely.
- The proposed approach to collect, track and report on data is comprehensive, timely and transparent.
- Internal controls are adequate to minimize errors and instances of fraud, waste, and abuse.

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- The Applicant demonstrates ability to properly account for (using Generally Accepted Accounting Principles), track and administer large amounts of funding.
- The Applicant demonstrates ability to manage, oversee, and account for multiple sources of funding and multiple, simultaneous incentive projects.
- The proposed approach will maximize adherence to incentive project requirements.
- The proposed approach will identify and resolve problems in a timely manner.
- The Applicant has the ability to properly scale resources to ensure effective and successful project implementation.
- The team has the ability to collect and analyze feedback from recipients to increase effectiveness of future incentive projects.

**Budget:** The proposed project will be evaluated on the degree to which:

- Administrative costs are minimized.
- Administrative costs are reasonable to ensure the successful implementation of the incentive projects.
- The Applicant demonstrates the ability to control and minimize administrative costs.
- Additional sources of funds (in-kind or cash) are committed from the team or other organizations.
- Risks and contingencies are identified and addressed through the proposed approach.

**Innovation:** The proposed project will be evaluated on the degree to which:

- The proposed approach identifies unique and innovative elements that enhance successful implementation of incentive projects.
- The response to a hypothetical project assignment.

**12. WRITTEN AND ORAL COMMENTS**

Comments on this draft solicitation concept document are due by Thursday, April 16, 2020, at 5:00 p.m.

Please submit comments to the CEC using the e-commenting feature by accessing the comment page for this [docket](https://efiling.energy.ca.gov/Ecomment/Ecomment.aspx?docketnumber=19-TRAN-02) at <https://efiling.energy.ca.gov/Ecomment/Ecomment.aspx?docketnumber=19-TRAN-02>. A full name, e-mail address, comment title, and either a comment or an attached document (.doc, .docx, or .pdf format) is mandatory. Please include "Block Grant for MD/HD ZEV Infrastructure Incentive Projects" in the comment title. After a challenge-response test is used by the system to ensure that responses are generated by a human user and not a computer, click on the

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"Agree & Submit Your Comment" button to submit the comment to the CEC's Docket Unit.

Please note that written or oral comments, attachments, and associated contact information included within the documents and attachments (e.g., your address, phone, email, etc.) become part of the viewable public record. This information may become available via Google, Yahoo and any other search engines.

Interested stakeholders are encouraged to use the electronic filing system described above to submit comments. Written comments may also be submitted by email. Include the docket number 19-TRAN-02 and "Block Grant for MD/HD ZEV Infrastructure Incentive Projects" in the subject line and send to [docket@energy.ca.gov](mailto:docket@energy.ca.gov). Please note that due to the current circumstances, it will take longer than usual for comments submitted via email to become included as part of the public record.

We will not accept paper copies at this time.