

South Bay Cities Council of Governments

October 12, 2015

TO: SBCCOG Steering Committee

FROM: Jacki Bacharach, SBCCOG Executive Director

SUBJECT: Contract for Services of an Installer to Consult on EVCS Project

Adherence to Strategic Plan:

Goal A: Environment, Transportation, and Economic Development. Facilitate, implement, and/or educate members and others about environmental, transportation, and economic development programs that benefit the South Bay.

SUMMARY OF REQUEST

Field research will be required to inventory multi-unit residential dwellings (MUD). It is necessary to have someone on the team who can understand the possibilities of installing electric vehicle charging stations at each location including identifying issues and challenges as well as costs. This item is to approve the hiring of the consultant installer.

BACKGROUND

This program, funded through a grant from the California Energy Commission, focuses on identifying and eliminating the barriers to electric vehicle charging at MUDs. Over half of all prospective plug-in electric vehicle (PEV) drivers in California's urban areas live in either apartments or condominiums. In order to meet Governor Brown's goal of 1.5 million zero emission vehicles by 2025, the Air Resources Board GHG reduction goals and the California Energy Commissions' AB 118 goals, an expansion of PEV's into the marketplace will be required. This will necessitate a growing number of consumers who will require home-based charging opportunity in MUDs. This project is designed to understand those conditions as they exist in the South Bay and to provide policy makers and planners with the tools to characterize, understand and provide solutions for the growing infra-structure demand.

Project Design

The project is design has three unique elements:

- 1) **Analyzing the MUD Inventory and Charging Scenarios:** The UCLA Luskin Center Team is charged with categorizing the MUD inventory across the South Bay Cities; their analysis will yield a typology and sampling methodology for a representative survey of MUDs; additionally, a list of 5 different charging "scenarios" will be developed to reflect potential build-out to accommodate PEV demand.
- 2) **Field Research:** A target number of representative MUDs will be identified and permission will be sought to conduct a field survey of the building and parking area. The site survey will be conducted by a team consisting of researchers from both the Luskin Center and the SBCCOG. Additionally, an Electric Vehicle Charging Station (EVCS)

installer will be included to provide the project with actual costs associated with each installation scenario as well as expertise to identify issues or challenges that might arise in each scenario. Lastly, interviews and data gathering will be conducted to understand the issue from the perspective of building owners and property management; Cities and other agencies will also be surveyed to understand their perspective on the subject as well as their practices and permitting systems regarding EVCS.

- 3) **Work Product:** A full report as well as workshops will be created; they will detail the findings regarding cost/issues for charging and best practices. The information will be written and distributed to policy makers, planners, City Staff and to building/property management groups.

EVCS INSTALLER SELECTION PROCESS

- Based on an internet search as well as professional contacts from the Luskin Center, seven prospective installers were identified as possible candidates.
- A Request for Information was issued detailing the proposed work scope for the Installer/Consultant with the request to provide a price for fulfilling the work scope.
- Three interested firms responded to the solicitation. The project team from the Luskin Center and SBCCOG assessed each submission for price, per survey site, expertise and experience in the field of EVCS and whether they had experience in the South Bay.
- On Target was selected as having the best and most cost effective proposal. The On Target bid was for a total of \$191 per site (including site survey and additional hours to create their report/findings); for a total of \$5,730 if all 30 sites are surveyed.
- Due to the schedule for the project which requires field work to begin in October and completed by the end of November, staff is requesting that the Steering Committee approve the project and that the Board be informed at the October meeting.

RECOMMENDATION

Approve a contract with On Target for consulting services to determine the cost and issues associated with installing EVCS in MUDs for a cost not to exceed \$5,730 to be paid for through the CEC grant and inform the Board at the October Board meeting.