



Administrative Report

H.5., File # 20-1487

Meeting Date: 1/19/2021

To: MAYOR AND CITY COUNCIL
From: TED SEMAAN, PUBLIC WORKS DIRECTOR

TITLE

APPROVE PLANS AND SPECIFICATIONS FOR THE ELECTRIC VEHICLE CHARGING INFRASTRUCTURE, JOB NO. 20770

EXECUTIVE SUMMARY

The Plans and Specifications for the Electric Vehicle Charging Infrastructure Project, Job No. 20770 (Project), have been reviewed by City staff and electrical permits approved by the City Building Division. The Project Plans and Specifications are now ready for City Council's approval and authorization for competitive bidding.

The Project will install eight (8) electric vehicle (EV) charging stations at six different locations- Riviera Village Triangle Parking Lot (1), Police Department Front Parking Lot (1), City Hall Staff Parking Lot (1), Main Library Parking Garage (1), North Branch Library (1), Performing Arts Center Parking Lot (3). All EV charging stations will be accessible to the public except for the EV charging station located in the City Hall staff parking lot. Staff will recommend a fee structure to utilize the EV charging stations and present those recommendations to City Council for consideration before they are activated. All publicly accessible EV charging stations will be dual port level II charging stations, except for one DC fast charge station located at the Performing Arts Center.

The total current funding for the equipment and installation is \$275,000. Funding for this project is available in the Capital Improvement Project (CIP) No. 20770 and is composed of grant funding from the MSRC and AB 2766 subvention funds. Furthermore, in November 2020 City staff was notified, by the Southern California Incentive Project (SCIP), that funds for a DC fast charge station has been reserved for the City in the amount of up to \$70,000 or 75% of the cost, whichever is less. Those funds are not yet reflected in the current budget since they have not yet been appropriated by the City Council. The installation of all EV charging stations is planned to be completed in May 2021.

BACKGROUND

The Public Works Department applied and received a grant in the amount of \$89,400 from the Mobile Source Air Pollution Reduction Review Committee (MSRC) in October 2018 for the purchase and installation of EV charging stations. In order to apply and receive the grant funds the City had to commit matching funds, which the City Council appropriated AB 2766 subvention funds in the amount of \$185,600 via resolution. The agreement between the City and the South Coast Air Quality Management District (SCAQMD), which funds the MSRC, was approved on December 18, 2018.

Prior to the ratification of the agreement between the City and SCAQMD, City Staff conducted a walkthrough of potential City owned sites that would not require major electrical upgrades, in order to control for costs, and that served various areas of the City. The list of potential sites was presented and approved by City Council prior to the development of any plans and specifications.

City staff initially explored procuring the EV charging stations along with the installation through the utilization of a cooperative purchasing agreement via Sourcewell. Staff worked with ChargePoint, the EV charging station manufacturer, along with Sourcewell staff to determine the viability of this procurement approach. Unfortunately, this approach was not viable. As such, the services of the on-call electrical engineering consultant, Lucci and Associates, Inc., were attained in July 2020 to develop project plans and specifications.

Lucci and Associates worked with City Staff over the last several months to develop the plans and specifications for the EV charging infrastructure project. The initial plan was to present the plans and specifications for Council consideration in December 2020, however, in November 2020 City staff was notified, by the Southern California Incentive Project (SCIP), that funds for a DC fast charge station had been reserved for the City in the amount of up to \$70,000 or 75% of the cost, whichever is less. Staff applied for these funds in December 2019. Staff directed Lucci and Associates to update the plans and specifications for the Performing Arts Center to incorporate the DC fast charger. All the plans and specifications for the various approved locations have been reviewed by City Staff.

Development of the plans and specifications also required compliance with Americans with Disabilities Act (ADA). The designated parking spaces chosen as EV charging locations were not ADA van accessible spaces. In creating the van accessible parking space, the loss of one parking space at all publicly accessible locations was required to comply with current ADA requirements. Staff worked with Lucci and Associates in order to mitigate and minimize any further loss of parking.

COORDINATION

This project has been coordinated with the Public Works Engineering and Operations Divisions, the Police Department, Library Services Department, Community Services Department, and the City Attorney's Office.

FISCAL IMPACT

Funding for this project is available in the CIP Project No. 20770. There is currently \$275,000 appropriated to the project, including \$89,400 from the MSRC and \$185,600 from AB 2766 subvention funds. The funds from SCIP, up to \$70,000, is currently not reflected in the current available funding of \$275,000. The addition of the SCIP funds would bring the total potential available funding up to \$345,000.

APPROVED BY:

Joe Hoefgen, City Manager

ATTACHMENTS

Map of Locations