

Type of Meeting: Administrative Matters
Name of requestor: David Bragg, Facilities Project Manager
Department: Facilities
Preferred appearance date: 6/19/2018 Time required: 5
Date decision needed: 6/19/2018

Objective: Approve the submission of a grant application for an electric vehicle charging station that would be installed at the Larimer County Loveland Campus building.

Situation: Colorado Energy Office has opened a grant cycle offering a \$9,000 grant to help offset the cost of purchasing and installing an electric vehicle charging station. The timing of this grant provides a unique opportunity to provide a dual port electric vehicle charging station at the Larimer County Loveland Campus building while the building is under construction. The \$9,000 grant would offset approximately 40% of the estimated \$22,000 cost to furnish and install the charging station. There is sufficient funding within the project budget to cover the non-grant funded portion of the costs without additional allocation of funds. The dual port charging station would be installed in the public parking lot of the Larimer County Loveland Campus building. The grant application deadline for this cycle is June 21st and an award notice is anticipated to be by the end of July.

Proposal: Authorize the grant application submittal to Charge Ahead Colorado that would offset the cost of installing a dual port electric vehicle charging station.

Additional funds required: No

Advantages: Award of the grant would offset 40% of the costs to install an electric vehicle charging station. No further cost allocations are necessary to fund and install the electric vehicle charging station.

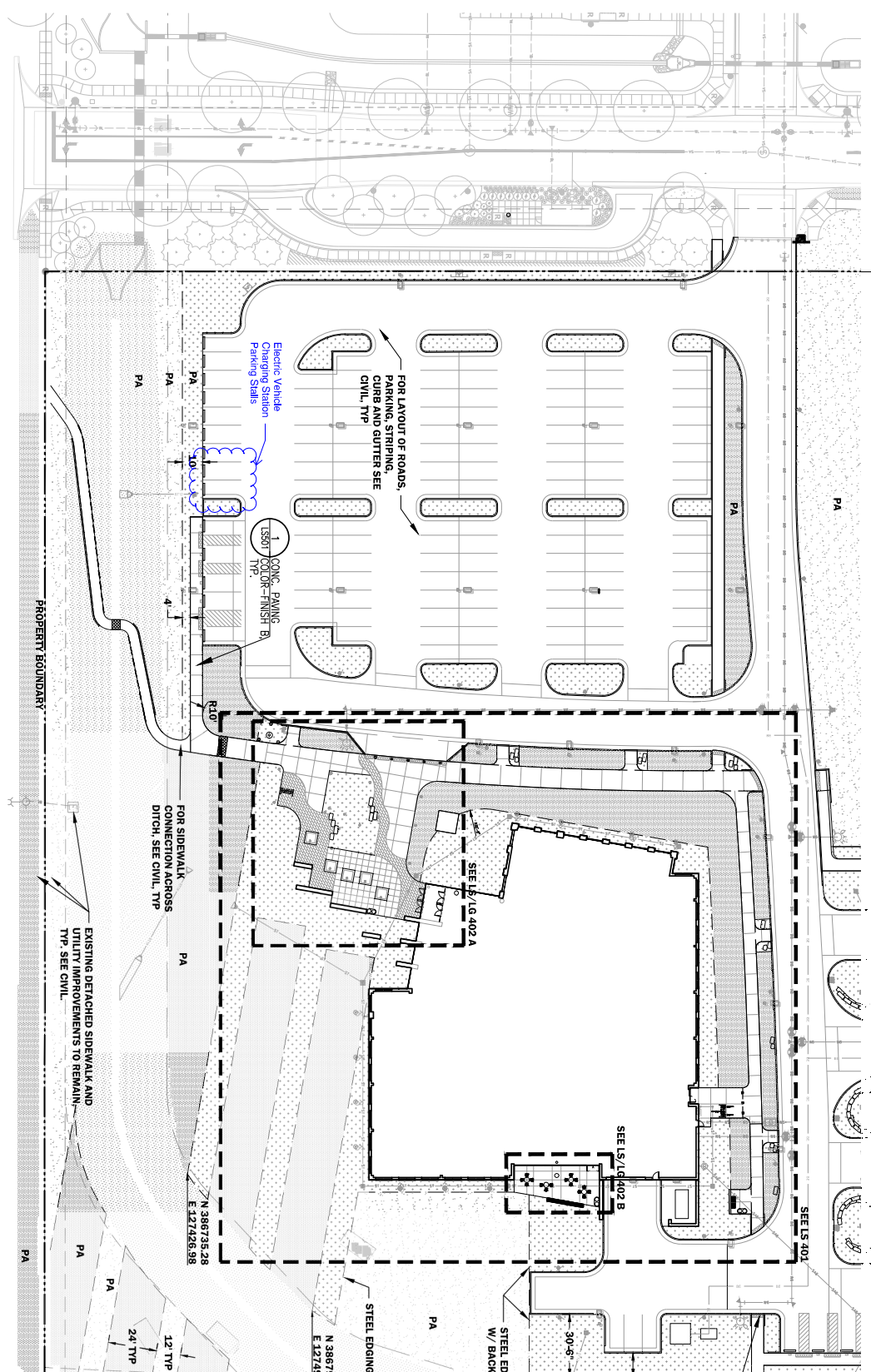
Disadvantages: Will utilize two public parking spaces allocated solely for electric vehicle charging.

Requested action: Authorize the submission of a grant application to partially fund an electric vehicle charging station at the Larimer County Loveland Campus project.

Potentially Affected Interest: Facilities, Clerk and Recorder, Health Services, Human Services, Workforce Center, citizens of Larimer County.

Level of Public Interest and Participations: Low.

Audio/Visual/Computer Needs: None.

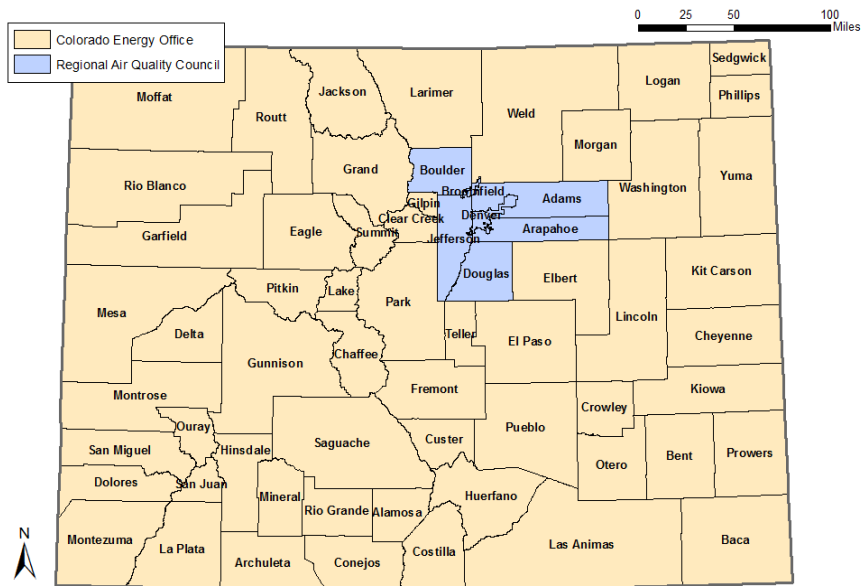




Charge Ahead Colorado Grant Application Form

Updated 10/02/2017

The Regional Air Quality Council (RAQC) and Colorado Energy Office (CEO) have teamed up to provide financial support for electric vehicles (EV) and electric vehicle supply equipment (EVSE) units. The RAQC administers grant funding for EV and EVSE to fleets and entities located in the seven-county Denver Metro Area, including Adams, Arapahoe, Boulder, Broomfield, Denver, Douglas and Jefferson Counties. The RAQC also administers EV funding for the following Zip Codes in Weld County: 80504, 80513, 80601, 80603, 80621, 80623, 80642, and 80651. CEO administers grant funding for EVSE for entities located outside the seven-county Denver Metro Area and Federal Agencies across the state. The Charge Ahead Colorado Grant Application serves applicants applying for both RAQC and CEO funding.



	RAQC	CEO
Funding	Electric vehicles (EV) and Electric Vehicle Supply Equipment (EVSE) – Level 2 and Level 3	Electric Vehicle Supply Equipment (EVSE) – Level 2 and Level 3
Eligible Fleets	Fleets and entities located in the seven county Denver Metro Area (Adams, Arapahoe, Boulder, Broomfield, Denver, Douglas or Jefferson Counties).	Entities located in Colorado outside of the seven county Denver Metro Area.
EV Funding Available	RAQC will fund 80% of the incremental cost differential between an EV and the comparable gasoline vehicle up to \$8,260.	CEO is not funding EVs.
EVSE Funding Available	RAQC and CEO will fund 80% of the cost of an EVSE up to the following set maximums: <ul style="list-style-type: none"> • Level 2, Single Port Station: \$3,260 • Level 2, Multi-Port Station: \$6,260 • Level 3, Single Connection Standard Station: \$13,000 • Level 3, Multiple Connection Standard Station: \$16,000 Please see the Application Guide for more information on EVSE Type.	
Funding Priority	Priority is directed to those organizations that are excluded from existing state tax credits and incentives. For both EVSE and EV funding, eligible applicants include local governments, school districts, State / Federal agencies, non-profit educational institutions and other non-profit agencies. Apartment / condominium complexes and businesses that own multi-vehicle parking facilities for fleet, public or guest / visitor are also eligible for EVSE funding.	Funding is directed to private non-profit or for-profit corporations, state agencies, public universities, and public transit agencies, in addition to local governments, landlords of multi-family apartment buildings and homeowner associations (as defined more specifically in C.R.S. Article 33.3 of Title 38).

The purpose of the application is to provide the evaluation team with an understanding of the applicant’s level of planning and commitment to battery electric vehicles (BEV) and plug-in hybrid electric vehicles (PHEV) and electric vehicle supply equipment (EVSE).

All applications must be submitted online [here](#). Applicants must review the Charge Ahead Colorado Grant Program Application Guide prior to submitting an application. This guide is intended to lead participants through the programs funding process. The guide can be found [here](#). In the online version, applicants must confirm that they have read the Application Guide.

Applicants are encouraged to complete proposals in Word, save and then transfer information to the online application. Applicants should print the completed online application and keep a copy on file. The Evaluation Committee is not responsible for any lost proposals. Please note, the online application will not allow applicants to paste tables or charts into text boxes. Please answer all questions in the narrative. If the applicant would like to additionally display information in tables or charts, please upload the documents in Section IX of the application, Additional Relevant Information.

Section I. Contact Information and Background Information

One organization must be designated as the applicant and be responsible for implementing the entirety of the submitted project.

Organization Name:	Larimer County
Organization Type:	Local Government
Organization Address:	200 W. Oak Street Suite 4100, Fort Collins CO
County:	Larimer
Contact Name:	Ken Cooper
Title:	Facilities Director
Contact Office Phone Number:	970-775-3782
Contact Email Address:	Ken.cooper@larimer.org
Organization Website:	www.larimer.org
Organization DUNS Number:	030446819
Secondary Contact Name:	David Bragg
Secondary Contact Title:	Project Manager
Secondary Contact Email:	dbragg@larimer.org
Secondary Contact Phone:	303-472-2224

Number of Level II, Single Port EVSE Requested:	
Number of Level II, Multi-port EVSE Requested:	\$9,000
Number of Level III, Single Connection Standard EVSE Requested:	
Number of Level III, Multiple Connection Standard EVSE Requested:	
Total EVSE Funding Requested (Dollar Amount)	

Number of EV Requested:	
Total EV Funding Requested (Dollar Amount):	

Section II. Mandatory Criteria

The criteria below are based on the grant funding for these projects and are non-negotiable. Applicants must adhere to the following criteria to be eligible for project funding:

1. **RAQC Funding Requirements:** Projects applying for RAQC funding must be located in the Denver Metropolitan Area of Adams, Arapahoe, Boulder, Broomfield, Denver, Douglas, Jefferson or parts of Weld County.
2. **CEO Funding Requirements:** Projects applying for CEO funding must be located within any other county in the State of Colorado except those that are covered by RAQC funding.
3. Projects implemented prior to receiving an award AND confirmation to proceed given by the awarding agency (RAQC or CEO) are not eligible for funding. Repeat applicants are eligible for additional funding for new projects.
4. RAQC funded vehicles must be registered in, and operate in, the Denver Metropolitan Area as above.
5. RAQC and CEO will allow researched estimates for EV/EVSE to be utilized in the application process. However, awards will be made based upon the amounts applicants include in their application. No awards will be adjusted upwards based on an underestimation of cost by the applicant. Therefore, it is strongly recommended that applicants perform their due diligence by contacting vendors for estimates and having them perform site visits for EVSE to ascertain solid estimates. Upon award, RAQC and CEO will meet with program applicants to discuss and review their procurement processes to ensure it meets our requirements. Do not run your bid processes prior to this meeting. RAQC and CEO must approve all bid documents before the competitive process begins. Applicants may use the 2015 State of Colorado electric vehicle bids. State bid documents may be found at:
<https://www.bidscolorado.com/co/portal.nsf/xpPriceAgreementsByCategory.xsp>.
6. EVSE must be purchased and not leased or financed to be eligible for funding.
7. Manufacturers of EVs and EVSE units are not eligible to apply for grant funding.
8. Vehicles may be purchased or leased. All vehicle leases must be for a minimum of 5 years unless otherwise specified by the RAQC. All leases must include an addendum to the leasing papers that the RAQC be notified of vehicle sale, vehicle destruction or modification of terms. For vehicles leased under this program, the applicant's down payment must be equal to the funding requested from the RAQC plus the 20% required match. The RAQC will provide grant funding at the beginning of the lease in one payment. EVs must be capable of legally driving on city streets and highways.
9. For EV applicants, Vehicle Miles Traveled is an important criterion. Priority will be given to applicants with the highest VMT.
10. The applicant must have title ownership of the site or facility where the proposed EVSE is being installed. If not, the applicant must provide written approval for EVSE installation from the title owner of the site. We request that all HOA applicants include a formal resolution or letter of intent from the applicant's HOA Board with their application.
11. The station(s) must be kept operational and in service for a minimum of 5 years. Exceptions may be considered under circumstances of severe hardship as determined by the Evaluation Committee. The applicant must notify the awarding agency within 48 hours if a station becomes inoperable.
12. If a station is sold prior to 5 years of operation, the applicant may be required to pay a pro-rated portion of the station back to the awarding agency. If a station is destroyed or otherwise disposed of, the applicant must notify the awarding agency and under certain circumstances may be required to pay a pro-rated portion of the station cost back to the awarding agency.
13. The station(s) must have a dedicated parking space for EV use only.

14. For multi-family residences, the EVSE station must be commonly accessible and not dedicated to individual units.
15. The applicant must agree to operate the vehicles for a minimum of 5 years in Adams, Arapahoe, Boulder, Broomfield, Denver, Douglas and/or Jefferson Counties. If a vehicle is sold prior to 5 years, the fleet will be required to pay a pro-rated portion of the vehicle cost back to the RAQC. If a vehicle is destroyed or otherwise disposed of, the fleet must notify the RAQC. Under certain circumstances, the fleet may be required to pay a pro-rated portion of the vehicle cost back to the RAQC.
16. All EVSE units must be certified by [Underwriters Laboratories, ETL Listed](#) or an equivalent certification and must have a minimum one year warranty. Units must be compliant with the current version of the National Electrical Code (NEC) Article 625.
17. EVSE installation must be performed by an electrician licensed to transact business in the State of Colorado and who maintains appropriate types and levels of insurance coverage.
18. The applicant must apply for any required local government, utility and/or electrical permits and approvals.
19. The applicant must comply with all applicable federal, state and local permitting, zoning and code requirements. Certification that all requirements have been met is required from the installing electrician.
20. RAQC applicants applying for electric vehicles must comply with Buy America provisions in Title 23 United States Code, Section 313. To comply with this provision, all vehicles must have their final assembly occur in the United States. The RAQC will assist with the specific process that must be followed under this provision. Please contact the RAQC for more information.
21. RAQC applicants may be subject to Davis-Bacon Act prevailing wage requirements if the project is linked to a Federal Highway based on impact or is within the existing right-of-way of a Federal Highway. To date, no RAQC project has triggered this requirement. Please contact the RAQC for more information.
22. The applicant must follow independently published recommendations on the installation of EVSE in compliance with the Americans with Disabilities Act (ADA) (see <http://www.vacleancities.org/wp-content/uploads/EV-Charging-ADA-Version-1.0s.pdf>).
23. Applicants must work with their awarding agency to share data on overall energy consumption and interval data for the operational life of the station(s). Additional information and data may be requested upon availability.
24. The applicant must allow the Evaluation Committee to make all applications and bid documents public.
25. The applicant must provide location(s) of funded sites with their awarding agency and the DOE's Alternative Fuels Data Center.
26. The applicant must provide a minimum of 20% matching funds or cash match for each EV and/or EVSE. For RAQC grants, these matching funds cannot be direct or indirect federal funds. For electric vehicles, please note that the RAQC is paying 80% of the incremental cost between an EV and its comparable conventionally fueled vehicle. Only the remaining 20% of this incremental cost (i.e. not the full base vehicle cost) can be used as match for vehicle requests. Any tax an applicant pays may not be used as match. For any questions on EV and EVSE match, please contact the RAQC. For CEO funding, if a location is especially advantageous for support of the electric vehicle market but other revenues are not and will not foreseeably be available to defray the costs of installation, CEO may grant the full cost of installation. CEO will administer any grant awarded to a Federal agency.
27. In order to be reimbursed, all claimed eligible costs and final invoicing must be provided in a legible format and may be required on a form provided by the RAQC or CEO. Backup original invoicing will be required at the time of submittal. If documents are illegible,

confusing or incorrect in any manner, the project will not be funded. It is the responsibility of the applicant to ensure documents are clear.

28. All steel and iron (for example, conduit or protective bollards, etc.) must be manufactured in the United States.
29. Replacement stations are eligible for funding. The following criteria applies to applicants for replacement stations:
 - a. The existing charger is not smart or networked and is not collecting data.
 - b. The charger currently does not have maintenance support from the manufacturer.
 - c. The existing charger is non-functional.
 - d. Existing single port stations are encouraged to upgrade to multi-port stations.
 - e. CEO and RAQC will prioritize new site locations before replacement locations
 - f. Replacement projects will be funded at the same levels as new projects.
30. Workplace or multi-family applicants must conduct and submit an employee / tenant survey to demonstrate current and future anticipated demand for the charging stations.

As the project applicant, I hereby certify and agree to the aforementioned Mandatory Criteria.

Sign and Print Name

As the project applicant, I hereby certify and agree that I have not contracted with a charging station vendor or car dealership and agree to not mention vendors by name in this application to maintain impartiality and the fair and competitive bid process. Previous awardees who have met Charge Ahead Colorado's fair and competitive bid process and plan to continue purchasing under prior agreements are eligible for funding.

Sign and Print Name

Section III. Scope and Project Justification

1. Please provide a brief summary of the project you are submitting. Please indicate your entity's top priorities for funding if grant funds are limited due to demand.

The project is located at 200 Peridot Ave in Loveland Colorado. The new 46,000 sqft facility is being built to replace the aging facility in downtown Loveland which services the citizens of the Southern part of the County. The new facility will provide space for the Department of Motor Vehicle, Workforce Center, Human Services and Health. Our programming information has revealed that we expect to see up to 700 customer visits per day lasting anywhere between 15 minutes to 1 hour. With the Department of Motor Vehicles being one of the major users in the building, we anticipate a high demand from customers that will benefit from an electric

vehicle charging station. This dwell time is aligned to a EV charging, and we believe a high number of users will benefit from this daily. In looking at the current charging map, we have concerns about the available public infrastructure and want to do our part to help promote more charging stations in readily accessible locations throughout Larimer County.

2. Please describe **in specific detail** how your project addresses the five program goals listed in Section I of the Application Guide. Applicants should consider the 19 criteria in Section III of the Application Guide when answering this question.

Promote the transformation of the region's transportation system by incentivizing the development of geographically dispersed EVSE charging infrastructure. By installing chargers at the Larimer County Loveland Campus, we will be enhancing and promoting the electric vehicle charging station network to a broad variety of Larimer County citizens that visit our location for various services. Larimer County is excited to be a part of a more sustainable green initiative. We are eager to do our part to make it easy to own an electric vehicle in our communities.

Reduce harmful air pollutants and greenhouse gas emissions. Larimer County would like to be on the forefront of reducing harmful greenhouse gas emissions and ensuring clean and clear air in the Northern Colorado region.

Gather data on EV usage. Larimer County is eager to gather usage data and understand how electric vehicle charging stations can be implemented at other County facilities that would best serve the citizens of Larimer County.

Advance fleet sustainability. *At this time, we do not have a fleet initiative, but this could be the first step in making such an investment.*

Promotion of the State of Colorado's Greening Government initiatives. By installing charging stations at the Larimer County Loveland Campus project, we will be highlighting the availability of EV charging stations to all the citizens coming to the DMV, Workforce Center, Health Department and Human Services Department for services. This building will be visited by a large range of Larimer County citizens and staff.

3. Please describe major phases of the project and the estimated completion date of each phase. The general contractor that is constructing the building will achieve substantial completion by mid-August 2018. Larimer County will spend about 4 weeks to install furniture and complete IT (Information Technology) setups and will have a grand opening in mid-September 2018. With an approval of this grant, we will work to have the charging stations installed and operational by the grand opening.

Section IV. Planning Criteria

Organizations applying for funding need to demonstrate to the Evaluation Committee their ability to sustain the funds invested in this EV/EVSE project. The Evaluation Committee requires applicants to address planning areas below.

All applicants must answer the following questions:

1. Does your organization have specific or general planning documents related to EV or EVSE? For example, fleet implementation plans, Smart Charging plans, or sustainability plans. If yes, please attach the documents to your application. Larimer County currently does not have an internal fleet implementation plan for Smart Charging. The usage data from this dual port EV charging station will help guide decisions to implement more charging stations, which will also provide the necessary infrastructure for future electric vehicle fleet strategies.
2. Please describe any renewable energy or energy efficiency assets that may reduce the overall environmental impact of your EVSE facility and/or charging of your EV. The Larimer County Loveland Campus building was designed with efficiency in mind. The design engineers were tasked with designing the building to be 30% more efficient when compared to ASHREA standards. This is achieved through numerous ways such as higher insulation values, low e energy efficient windows, more efficient HVAC equipment and LED lighting. This means our building performs at a high level and reduces our carbon footprint.
3. Has your organization secured the matching funds for this project? Please clearly describe your current project match. Describe any budget approvals you have received, or need to receive, from Town Councils, County Commissioners, HOA boards, company management etc. We have budgeted based on the following assumptions and will formally solicit bids if we receive the grant award: Equipment and Services \$12,010.00, Electrical and Installation \$10,000. We are asking for \$9,000 so the County contribution would be at least 20% (59% actual) of total project costs or \$13,010.
4. If awarded funding, do you anticipate any barriers for successful implementation of the project (political, purchase order approvals by management, etc.)? We do not anticipate any barriers for successful implementation of the project. This grant application was reviewed and supported by the County Commissioners at their June 12, 2018 Administrative Matters. The County Purchasing policies will allow the Facilities Department to directly solicit bids from a minimum of three vendors and award to the lowest bidder (for all purchases less than \$50,000). The project has been fully funded by the County Commissioners and the County matching funds will come from the project funds. We are prepared to invest \$13,010 to implement this EVSE.

Applicants applying for EVSE must answer the following additional questions:

1. Has your organization received any interest from stakeholders/employees/owners/lessees that own EVs for EVSE installations at your location? Please describe. Larimer County will routinely receive inquiries from staff and citizens about long term sustainability initiatives and being good stewards of tax payer's money. Larimer County Facilities pursues sustainability initiatives at our facilities when we can justify a good business case for the expenditures and expected results. The Larimer County Loveland Campus project

represents a great opportunity to implement an electric vehicle charging station at a location that will see a wide variety of visitors. We can then monitor how well charging stations may be used at other facilities with similar usage and dwell times.

2. Workplaces and HOAs should complete employee / resident surveys to demonstrate demand for charging station requests. Has your organization completed such a survey? A draft survey is available [here](#) and is mandatory for workplace and HOA applicants. Please attach the results. The charging station that will be installed for this project will be located in the public parking lot and will be subject to be used by the 700 visitors per day. We do not have formal survey results, given that this is a new building; however, we anticipate a very high demand for EVSE.
3. Please provide the address of the EVSE location(s).

Location Name	Address	City	State	Zip
Larimer County Loveland Campus	200 Peridot	Loveland	CO	80537

4. Please provide a description of the site location including nearby amenities (i.e. public facilities, museums, parks, etc.) and hours of access. The Larimer County Loveland Campus building is a public facility that anticipates up to 700 visitors per day. The EVSE will be located next to the handicap parking stalls that face the major public street for visibility.
5. Will all of the EVSE units be open to the public? If not all units, how many? Yes, the EVSE will be located in the public parking lot and available to the 700 visitors expected per day as well as any transient parkers that need to charge their EVs. The building location is also right next to the Boys and Girls Club of Larimer County and New Vision Charter School which see high volumes of visitors per day.
6. How will the parking queue be managed? (i.e., will there be a time limit for charging, is there an attendant that monitors the queue?) Larimer County will partner with an EVSE supplier that has a queuing network feature. The EVSE supplier would communicate with drivers and manage the parking queue with software. The EVSE supplier will also be required to provide real-time status and availability to drivers. We plan for all of this to be done with phone applications and to be web-based.
7. Is your organization planning to charge parking/charging fees for users in the next five years? Please explain. Yes, Larimer County expects to charge for the cost of electricity, maintenance and management costs. We do not view this as a profit center, but want to

make sure people are responsible with their charging behavior – so small fees will be implemented to ensure electrified parking spaces are shared.

8. If yes, how will parking transactions be handled? Larimer County expects to partner with an EVSE provider that has multiple pricing options. The EVSE supplier will process all transactions on our behalf.
9. In Section I. of the Application, you specified the level, number and type of connection ports for which you are requesting funding. Why has your organization chosen this specific EVSE configuration and how often do you anticipate the EVSE(s) will be used? Larimer County selected a single dual port charging station with two universal nozzles, so that we could evaluate actual usage and demand before expanding to additional charging stations. We want to charge all vehicles at the level two speed, as we believe this aligns to dwell times at our facility and is the appropriate charging application. A dual port level two charging station represents approximately 2% of the available public parking spaces as well.
10. Applicants must keep all EVSE operational for a minimum of five years. Please describe how your organization plans to maintain the EVSE. Please attach any maintenance plans your organization has for the EVSE. As a government entity, Larimer County plans to be located and operational in this facility for far more than 5 years. Larimer County is also excellent in the upkeep and maintenance of our facilities. Since this will be the first EVSE for Larimer County, we anticipate partnering with an EVSE supplier that has a comprehensive parts, on-site labor, and full service maintenance and support program. We also anticipated this cost into our budget to align to the five year data requirements of Charge Ahead Colorado.
11. How does your organization anticipate handling any peak demand charges incurred as a result of the addition of EVSE at your facility? Have any plans been put in place to avoid peak demand charges? Please explain. This is required for any Level 3 application. *We plan to partner with an EVSE supplier that has the ability to set a maximum load for our program. This will be done with software to avoid any demand charges from our dual port level two system.*
12. For Level III EVSE, please mark which connection standards you anticipate your EVSE will have – SAE J1772 Combo Standard Only, CHAdeMO Standard Only, or Both SAE J1772 Combo and CHAdeMO Standards. [Applying for a Level 2 EVSE.](#)
13. If applying for a Level III charging station, have you discussed the implications of this technology with your utility and its potential impact on your utility rates and costs? [Applying for a Level 2 EVSE.](#)
14. Have you contacted a Refuel Colorado Coach to discuss the implications of installing a Level III charging station? [Applying for a Level 2 EVSE.](#)

- 15. If applying for a Level III charging station, do you have documentation demonstrating the discussion that took place around your utility rates and costs? Please attach here. [Applying for a Level 2 EVSE.](#)

- 16. If you are applying for replacement stations, please clearly explain your project’s need and eligibility. [N/A](#)

- 17. Are electric vehicle stations mandated in your community by local code? Are you applying for stations that go beyond compliance with local code? [No, EVSE are not mandated by the local community of local code.](#)

Applicants applying for EV must answer the following additional questions:

- 1. Do you plan to lease or purchase the EV(s)?

- 2. Does your fleet utilize vehicle telematics or track fleet mileage in another manner? Please indicate what method is used.

- 3. Where do you plan to charge the EV(s)?

- 4. How many miles do you anticipate the EV(s) will travel annually?

- 5. For PHEV(s), please list the estimated percentage of miles using electricity alone.

- 6. Is your fleet retiring or replacing any conventionally fueled vehicles upon purchase of the electric vehicles? If yes, provide information on the vehicles you anticipate you will retire or replace.

Vehicle Type	Engine Make	Engine Year	Engine Model	Engine Size (HP)	Fuel Type	Fuel Used (gal/year)	Annual Miles	Annual Idling Hours

Section V. Funding Request

For EVs, please indicate the make, model, type and quantity of all vehicles that you seek to receive grant funding for. Please provide researched estimates for vehicle cost. The RAQC will award 80% of the incremental cost between an EV and its comparable conventionally fueled vehicle up to \$8,260. No awards will be adjusted upwards based on an underestimation of cost by the applicant. Therefore, it is strongly recommended that applicants perform their due diligence by contacting vendors for estimates. Upon award, RAQC will meet with program applicants to discuss and review their procurement processes to ensure it meets RAQC requirements. Do not run your bid processes prior to this meeting. RAQC must approve all bid documents before the competitive process begins. Please do not mention any vendors that you may have received cost information for as a part of your due diligence.

Quantity	Vehicle Use*	EV Model Year	EV Make	EV Model	EV Cost	Gas/Diesel Fueled Vehicle Model Year	Gas/Diesel Fueled Vehicle Make	Gas/Diesel Fueled Vehicle Model	Gas/Diesel Fueled Vehicle Cost	Incremental Cost per Vehicle

* Please describe how the vehicle(s) will be used (i.e. specific fleet applications such as parking enforcement, general use to drive to meetings, law enforcement/security, etc.).

For EVSE units, please indicate the types of EVSE that will be publicly accessible and not publicly accessible with researched costs below. Both RAQC and CEO will award 80% of EVSE equipment, labor, construction and permitting cost up to the amounts listed in the Application Guide. The RAQC will also award 80% of the additional reporting costs* up to the amounts listed in the Application Guide. No awards will be adjusted upwards based on an underestimation of cost by the applicant. Therefore, it is strongly recommended that applicants perform their due diligence by contacting vendors for estimates. Upon award, RAQC and CEO will meet with program applicants to discuss and review their procurement processes to ensure it meets RAQC and CEO requirements. Do not run your bid processes prior to this meeting. RAQC and CEO must approve all bid documents before the competitive process begins. Please do not mention any vendors that you may have received cost information for as a part of your due diligence.

Location Name	Type (Level II or III)	Number of Vehicles that This Unit Can Charge at Once	EVSE Equipment Cost per Unit	EVSE Labor Cost per Unit	EVSE Construction Cost per Unit	EVSE Permitting Cost per Unit	EVSE Additional Reporting Cost per Unit*	Expected Date of Purchase	Proposed Installation Date	Publically Accessible (Yes or No)
Larimer County Loveland Campus	II	2	\$7,305	\$6,000	\$4,000	\$500	\$4,705	8/15/18	9/1/18	Yes

*Additional Reporting Costs may include subscription fees, data plans, etc. Please note that projects are prioritized in part by the quality of the charging station to be installed, with emphasis on reporting data provided.

Section VI. Federal Certifications

All applicants must agree to the following Federal Certifications and Assurances. The online application will ask applicants to provide e-signatures and upload a current W-9.

1. [Certification Regarding Lobbying](#)
2. [Certification Regarding Debarment, Suspension and Other Responsibility Matters](#)
3. [W-9: Request for Taxpayer Identification Number and Certification](#)

Section VII. Reporting Requirements

Within six months of installation, RAQC and CEO will send out a form requesting information on EV and/or EVSE usage (i.e. time of use, duration of use, # of customers, mileage, kWh used etc.). For EVSE, RAQC and CEO require read-only access to the charger network information. This is effective July 2015. The grantee will be asked to report data at six month intervals (in January and June) for a minimum of three years. The grantee will be expected to provide information that is readily available.

As the project applicant, I hereby certify and agree to the aforementioned Reporting Requirements.

Sign and Print Name

Section VIII. Final Documentation Required

Upon completion of the installation and/or vehicle purchase, the following documentation is required for RAQC and CEO to reimburse for eligible costs on all projects:

1. Final Report.
2. Summary Invoice/Reimbursement Request.
3. Legible copies of all sales/invoices show the purchase price and amount paid by the applicant for the EV/EVSE, number of units purchase and serial numbers from the units and VINs from the vehicles.
4. Copies of canceled checks or credit card statements as proof of payment for all costs.
5. Digital photograph(s) of the completed unit(s) and/or new vehicles.

Applicants must also submit the following for all EVSE projects:

6. A copy of the installer's written certification that the unit(s) have been installed, in working order and operating in accordance with local, state and federal codes.
7. Copies of all required permits.
8. Date(s) of installation, installation completion and when the unit(s) is operational.

Section IX. Additional Relevant Information

1. How did you hear about the Charge Ahead Colorado program?
2. Is there any additional relevant information that will assist the Evaluation Committee in understanding the proposed project?
3. Are there any additional documents that help support your application? Please attach any additional relevant information. If you are attaching documents, please include a description of the documents attached.