



**SCOPE CHANGES SUBCOMMITTEE OF THE
TECHNICAL ADVISORY COMMITTEE OF THE MOBILE SOURCE
AIR POLLUTION REDUCTION REVIEW COMMITTEE**

AGENDA

Thursday, November 3, 2022 at 12:30 p.m.

Pursuant to Assembly Bill 361, the Scope Changes Subcommittee meeting will only be conducted via video conferencing and by telephone. Please follow the instructions below to join the meeting remotely.

INSTRUCTIONS FOR ELECTRONIC PARTICIPATION AT BOTTOM OF AGENDA

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Audience will be allowed to provide public comment through telephone or Zoom connection during public comment periods

PUBLIC COMMENT WILL STILL BE TAKEN

Subcommittee Members

Jason Farin, representing Riverside County Board of Supervisors

Minh Le, representing County of Los Angeles

Kelly Lynn, representing San Bernardino County Transportation Authority

Tim Olson, Air Pollution Control Expert

Derek Winters, representing California Air Resources Board

*Members of the public may address this body concerning any agenda item before or during consideration of that item (Gov't Code Section 54954.3(a)). If you wish to comment on an agenda item or during the public comment period, please "raise your hand" on Zoom or dial *9 on your phone. All agendas for regular meetings are posted at District Headquarters, 21865 Copley Drive, Diamond Bar, California, at least 72 hours in advance of the regular meeting. Speakers may be limited to three (3) minutes each.*

CALL TO ORDER

- Roll Call

ACTION CALENDAR

- | | | |
|----|---|-------------------|
| 1. | Consider 2-Year No-Cost Term Extension by City of Riverside, Contract #ML18063 (\$383,610 – Expand Existing CNG Stations) | Ravenstein |
| | <p>The City requests a two-year term extension due to delays associated with previously approved changes in the project scope and major staffing shortages due to the COVID-19 pandemic. This is the first extension on this contract. The MSRC Contracts Administrator recommends a 14-month term extension, coupled with a reduced contract scope and value, eliminating the installation of the canopies at both locations and the installation of the dispenser at the Lincoln Avenue station, and reducing the total contract value by \$333,610. The remaining scope would be the installation of additional CNG storage spheres for \$50,000.</p> | |
| 2. | Consider Modified Scope and 29-Month No-Cost Term Extension by City of Temecula, Contract #ML18091 (\$141,000 – Install EV Charging Infrastructure) | Ravenstein |
| | <p>Contract #ML18091 specifies the installation of 16 charging stations. The City's plan has always been to install 8 dual-port stations in total. The City requests that the contract be modified to specify the installation of stations providing a total of 16 charging ports. Additionally, the City indicates that the costs to reconfigure the parking lot at one of their selected locations, coupled with personnel shortages associated with COVID-19, have delayed the installation of two of the dual-port stations. The City is now moving forward with plans to install these stations at another location and requests a 29-month term extension. This is the first extension on this contract. The MSRC Contracts Administrator recommends approval of the modified scope. The MSRC Contracts Administrator further recommends that should the MSRC wish to grant the City's request for an extension, the MSRC grant a 32-month extension to minimize the potential for additional extensions.</p> | |
| 3. | Consider Increased Scope and 11-Month No-Cost Term Extension by City of Pico Rivera, Contract #ML18067 (\$83,500 – Install EV Charging Infrastructure) | Ravenstein |
| | <p>The City requests to increase the number of charging stations to be provided under the contract. Instead of one public access and three limited access Level II stations, the City requests to install six dual-port public access Level II stations at no additional cost to the MSRC. After previously having been granted a 32-month extension, the City also requests an 11-month term extension due to delays associated with identifying an adequate power source for the stations.</p> | |

4. Consider Increased Scope by City of Eastvale, Contract #ML16040 (\$110,000 – Install EV Charging Infrastructure)

Ravenstein

The City has completed the Level III charger installation work originally specified by the contract, save for ongoing operational requirements. The City requests to utilize \$12,500 of the remaining \$56,091 contract balance to install an additional four Level II stations. Because the operational requirement for Level III stations is five years, while the requirement for Level II stations is only three years, the City estimates that they can complete the additional work without a term extension. The MSRC Contracts Administrator recommends that if the MSRC wishes to approve the increased scope, the MSRC also reduce the contract value to \$66,409 and approve a four-month term extension to minimize the potential for additional modifications.

5. Consider One-Year No-Cost Term Extension by City of Yucaipa, Contract #ML16057 (\$380,000 – Implement “Complete Streets” Pedestrian Access Project)

Ravenstein

After previously having been granted extensions of a total length of four years, the City requests MSRC review of an additional one-year term extension request which has been denied by the MSRC Contracts Administrator. The City indicates that delays due to staffing shortages and COVID restrictions greatly increased the time for review and processing of the environmental documents, but CEQA documentation was finalized in August.

6. Consider 4-Year No-Cost Term Extension by City of Perris, Contract #ML18058 (\$94,624 – Procure One Medium-Duty Zero Emission Vehicle and Install EV Charging Infrastructure)

Ravenstein

The City requests MSRC review of a four-year term extension request which has been denied by the MSRC Contracts Administrator. The City indicates that lack of funding for the senior and youth programs which would use the new vehicle delayed progress on the project, but this has now been resolved. This is the first extension on this contract.

OTHER BUSINESS

7. **Any member of the Subcommittee, on his or her own initiative or in response to questions posed by the public, may ask a question for clarification, may make a brief announcement or report on his or her own activities, provide a reference to staff regarding factual information, request staff to report back at a subsequent meeting concerning any matter, or may take action to direct staff to place a matter of business on a future agenda. (Gov’t Code Section 54954.2)*

PUBLIC COMMENT PERIOD - (Public Comment on Non-Agenda Items, Pursuant to Government Code Section 54954.3)

At the end of the regular meeting agenda, an opportunity is provided for the public to speak on any subject within the Subcommittee’s authority that is not on the agenda. Speakers may be limited to three (3) minutes each.

ADJOURNMENT

Next Meeting: Date: Thursday, December 8, 2022, 12:30 p.m., location TBD

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Disability and language-related accommodations can be requested to allow participation in the MSRC-TAC meeting. The agenda will be made available, upon request, in appropriate alternative formats to assist persons with a disability (Gov't Code Section 54954.2(a)). In addition, other documents may be requested in alternative formats and languages. Any disability or language-related accommodation must be requested as soon as practicable. Requests will be accommodated unless providing the accommodation would result in a fundamental alteration or undue burden to the District. Please contact Marjorie Eaton at (909) 396-3036 from 7:00 a.m. to 5:30 p.m., Tuesday through Friday, or send the request to meaton@aqmd.gov

Pursuant to SB 343

All documents (i) constituting non-exempt public records, (ii) relating to an item on an agenda for a regular meeting, and (iii) having been distributed to at least a majority of the Committee after the Agenda is posted, are available by contacting Marjorie Eaton at (909) 396-3036 or send the request to meaton@aqmd.gov

Contacts: Cynthia Ravenstein, MSRC Contracts Administrator – (909) 396-3269
Ray Gorski, MSRC Technical Advisor – (909) 396-2479
Marjorie Eaton, MSRC Administrative Liaison – (909) 396-3036

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INSTRUCTIONS FOR ELECTRONIC PARTICIPATION

Instructions for Participating in a Virtual Meeting as an Attendee

As an attendee, you will have the opportunity to virtually raise your hand and provide public comment.

Before joining the call, please silence your other communication devices such as your cell or desk phone. This will prevent any feedback or interruptions during the meeting.

Please note: During the meeting, all participants will be placed on mute by the host. You will not be able to mute or unmute your lines manually.

After each agenda item, the Chair will announce public comment.

A countdown timer may be displayed on the screen for each public comment.

If interpretation is needed, more time will be allotted.

Once you raise your hand to provide public comment, your name will be added to the speaker list. Your name will be called when it is your turn to comment. The host will then unmute your line.

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- If you would like to make a public comment, please click on the “**Raise Hand**” button on the bottom of the screen.
- This will signal to the host that you would like to provide a public comment and you will be added to the list.

Directions for Video Zoom on a SMARTPHONE:

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- This will signal to the host that you would like to provide a public comment and you will be added to the list.

Directions for TELEPHONE line only:

- If you would like to make public comment, please **dial *9** on your keypad to signal that you would like to comment.

MSRC-TAC Scope Changes Agenda Item No. 1

DATE: November 3, 2022

FROM: Cynthia Ravenstein, MSRC Contracts Administrator

SUBJECT: 2-Year Term Extension by City of Riverside, Contract #ML18063

SYNOPSIS: The City requests a 2-year term extension due to delays associated with previously approved changes in the project scope and major staffing shortages as a result of the COVID-19 pandemic. This would be the first extension on this contract. This project is part of the FYs 2016-18 Local Government Partnership Program.

FINANCIAL IMPACT: If the MSRC follows the recommendations of the MSRC Contracts Administrator, the contract value would be reduced by \$333,610 and that amount would revert to the AB2766 Discretionary Fund.

RECOMMENDATIONS: The MSRC Contracts Administrator recommends a **14-month** term extension, coupled with a reduced contract scope and value, eliminating the installation of the canopies at both locations and the installation of the additional dispenser at the Lincoln Avenue station, and reducing the total contract value by \$333,610. The remaining scope would be the installation of additional CNG storage spheres for \$50,000. The MSRC-TAC Scope Changes Subcommittee will also review the request and their recommendations will be brought forward at the MSRC-TAC meeting.

ATTACHMENTS: Contractor's letter requesting modifications

DISCUSSION:

Contractor:	City of Riverside
Project Title:	Expand Existing CNG Stations and Modify Maintenance Facility
MSRC Funding:	\$383,610
Project Term:	June 7, 2019 to January 6, 2027
Current Request:	2-year term extension
Previous Requests:	Substitute installation of dual-hose CNG dispenser for police fueling island at Lincoln Avenue, and substitute installation of two CNG storage spheres for dual-hose CNG dispenser at Acorn Street

Note: The MSRC-TAC may notice certain similarities between the current request, involving Contract #ML18063 under the MSRC's FYs 2016-18 Local Government Partnership Program,

and a request brought forward by the City with respect to Contract #MS16110 in September 2022. Contract #MS16110 effectuated an award to the City for expansion of the Lincoln Avenue and Acorn Street CNG stations under the MSRC's FYs 2014-16 Alternative Fuel Infrastructure Program. These awards involve related, yet different, expansions of the subject CNG stations.

Project Description: The MSRC awarded the City \$383,610 to expand two existing publicly accessible CNG fueling stations. At the Lincoln Avenue location, the project originally called for the addition of a fueling island for Police Department use and a canopy over the compressors. At the Acorn Street location, the project called for the addition of a dual-hose CNG dispenser and a canopy over the dispensers. This was subsequently modified to substitute the installation of an additional dual-hose CNG dispenser for the installation of a separate fueling island for Police Department use at the Lincoln Avenue station, and to substitute the installation of two additional CNG storage spheres for the installation of a dual-hose CNG dispenser at the Acorn Street station. The canopy elements were not changed. No construction has been completed and nothing has been reimbursed to date.

Previous Requests: The City indicated that the installation of a dedicated fueling island for the Police Department would involve the relocation of unleaded gasoline fueling equipment. The expenses associated with this relocation would not be eligible for reimbursement by the MSRC, nor would they qualify as eligible co-funding for the project. The City requested the scope modifications detailed above. In November 2020, the MSRC considered and approved the City's requests.

Contract Request: The City states that the scope changes approved by the MSRC in 2020 delayed the start of work on the project. In particular, the additional dual-hose dispenser could not be installed at the Lincoln Avenue Station until the existing unleaded gasoline equipment is relocated. The City says that a funding source for this work has now been identified.

Furthermore, the City indicates that due to the COVID-19 pandemic, the City experienced major staffing shortages. This has extended the bid process. Also, many people were out sick for long periods, contractors have been taking longer to submit design plans, and it has been taking longer to receive supplies for the projects. There are still many City departments that are understaffed, although they are in the recruitment process. The City estimates that the installation of the additional CNG storage spheres at the Acorn Street Station will be completed by March 2023. Other project elements will follow, with the final piece being the dispenser at the Lincoln Avenue Station in December 2023. Therefore, the City requests a 2-year term extension to allow fulfillment of the required five-year operational period.

Recommendations: The addition of the storage spheres at the Acorn Street station is the project element which is closest to completion according to the City's provided project schedule. The City now estimates the total cost of this element as \$100,000. A 14-month contract term extension would suffice to allow the City to fulfill its five-year operational requirements for the storage spheres. Expanding storage capacity is a substantial enhancement to the capacity of a CNG station.

The installation of canopies, in comparison, while certainly beneficial, has historically been treated in MSRC programs as a supplemental feature. They are eligible for funding, but only in concert with more significant elements. Finally, the installation of the additional dispenser at the Lincoln Avenue station has the longest time for completion. It also appears likely that staffing issues would continue to impact progress. Therefore, given the MSRC's direction to minimize extensions when there has been minimal progress, the MSRC Contracts Administrator recommends approval of a **14-month** term extension, coupled with a reduced contract scope and value, eliminating the installation of both canopies and the additional dispenser at the Lincoln Avenue station, and reducing the total contract value by \$333,610. The remaining scope would be the installation of additional CNG storage spheres at Acorn Street for \$50,000.

The MSRC-TAC Scope Changes Subcommittee will further review the request and their recommendations will be brought forward at the MSRC-TAC meeting.



General Services Department

City of Arts & Innovation

October 20, 2022

Cynthia Ravenstein
MSRC Contracts Administrator
South Coast Air Quality Management / MSRC
(909) 396-3269
CRavenstein@aqmd.gov

Dear Ms. Ravenstein:

The City of Riverside's Alternative Fuel Program has been extremely successful in providing clean fuels, public access and convenient City consumption of Compressed Natural Gas (CNG), propane, hydrogen, and electric vehicle charging infrastructure.

The City of Riverside (City) Fleet Management Division was awarded ML18063 on June 7, 2019. On September 29, 2020, the City submitted a request for revisions to the scope of work and on February 18, 2021, these modifications were fully approved.

The City would like to formally request a 24 month extension as noted below:

Proposed Project Extension Schedule:

1. Extension of the CNG station expansion located at 8095 Lincoln Ave. in-service date from 1/6/22 to 1/6/24 in order to meet the 5-year operational requirement.
2. Extension of the CNG station expansion located at 5951 Acorn St. in-service date from 1/6/22 to 1/6/24 in order to meet the 5-year operational requirement.

The following table demonstrates the estimated completion dates of the projects in each station expansion:

A - LINCOLN STATION EXPANSION	ESTIMATED COMPLETION DATE
INSTALL CANOPY OVER COMPRESSORS	8/6/2023
ONE (1) TWO-HOSE DISPENSER	12/6/2023
B - ACORN STATION EXPANSION	
INSTALL CANOPY OVER DISPENSERS	10/6/2023
TWO (2) CNG STORAGE SPHERES	3/6/2023



General Services Department

City of Arts & Innovation

Justifications:

The proposed project extension for the Lincoln and Acorn Station Expansions is due to many contributing factors. Contract ML18063 was fully executed on June 7, 2019, and the initial scope of work included the following projects:

- Install compressor canopy at the Lincoln Station
- Install Police Department fueling island at the Lincoln Station
- Install additional CNG dispenser at the Acorn Station
- Install dispenser canopy at the Acorn Station

Due to the congestion at the Lincoln CNG/H2/LPG fuel island, Riverside Fleet proposed the relocation of a portion of the existing unleaded fueling equipment at this location and transfer it to the adjacent (offsite) Police Department. This would free up space to install an additional CNG dispenser and reduce congestion. The grant administrator informed Riverside Fleet that none of the costs of relocating the unleaded fueling equipment would be eligible for reimbursement or as match funding therefore Fleet needed to modify the initial scope of work.

After much discussion, the modification to the scope of work included the following projects:

- Install compressor canopy at the Lincoln Station
- Install one (1) dual hose CNG dispenser at the Lincoln Station
- Install two (2) CNG spheres at the Acorn Station
- Install dispenser canopy at the Acorn Station

On February 18, 2021, the modification to the scope of work was fully approved however, this contributed to the delay in the start of the projects. In particular, the existing unleaded equipment will need to be relocated to the Police Department before the dual hose CNG dispenser can be installed at the Lincoln Station. The Fleet Department has finally identified a funding source for the relocation of the unleaded fueling equipment and the bid documents are currently being drafted.

As a result of the Covid-19 Pandemic, the City of Riverside has experienced major staffing shortages causing a major delay in completion of City projects. The BIDs/RFPs were not reviewed as quickly by Purchasing, the Plans took a lot longer to be reviewed and approved, many people were out sick for long periods of time, contractors were also taking longer submitting design plans, and it took longer to receive supplies for the projects. The original Grant Coordinator left the City and the Deputy Director stepped in to manage this grant until a new person was hired. This also was delayed due to COVID-19 and the lack of staffing in Human Resources. The new staff member started in October of 2020. The Fleet Operations Manager left the City of Riverside in April of 2022, and the

position was just recently filled. Currently, there are still many City departments that are understaffed however, they are in the recruitment process.

If this extension is not approved, the city will not be able to fully complete the previously approved scope of work, and the public will not receive the full benefit of this project. The City of Riverside Fleet Management Division was recently recognized by the National Association of Fleet Administrators (NAFA) and the No. 1 Green Fleet in North America and the expansion of the alternative fueling stations was one of the contributing factors.

Please feel free to contact me if you have any questions or require additional information.

Respectfully submitted,

Michael Turnbull

[Michael Turnbull \(Oct 20, 2022 16:11 PDT\)](#)

Michael Turnbull
General Services, Fleet Operations Manager
mturnbull@riversideca.gov

MSRC-TAC Scope Changes Agenda Item No. 2

DATE: November 3, 2022

FROM: Cynthia Ravenstein, MSRC Contracts Administrator

SUBJECT: Modified Scope of Work and 29-Month Term Extension by City of Temecula, Contract #ML18091

SYNOPSIS: Contract #ML18091 specifies the installation of 16 charging stations. The City's plan has always been to install 8 dual-port stations in total. The City requests that the contract be modified to specify the installation of stations providing a total of 16 charging ports. Additionally, the City indicates that the costs to reconfigure the parking lot at one of their selected locations, coupled with personnel shortages associated with COVID-19, have delayed the installation of two of the dual-port stations. The City is now moving forward with plans to install these stations at another location and requests a 29-month term extension. This is the first extension on this contract. This project is part of the FYs 2016-18 Local Government Partnership Program.

FINANCIAL IMPACT: None

RECOMMENDATIONS: The MSRC-TAC Scope Changes Subcommittee will review the request and their recommendations will be brought forward at the MSRC-TAC meeting. The MSRC Contracts Administrator recommends approval of the modified scope. The MSRC Contracts Administrator further recommends that should the MSRC wish to grant the City's request for an extension, the MSRC grant a 32-month extension to minimize the potential for additional extensions.

ATTACHMENTS: Contractor's request letter

DISCUSSION:

Contractor: **City of Temecula**

Project Title: Install Electric Vehicle Charging Infrastructure

MSRC Funding: \$141,000

Project Term: January 1, 2019 to July 18, 2023

Current Request: Modified scope and 29-month term extension

Previous Requests: None

Project Description: The City was awarded \$141,000 under the MSRC's FYs 2016-18 Local Government Partnership Program (LGPP) towards the installation of sixteen public access electric vehicle charging stations. Six dual-port charging stations have been completed and nothing has been paid to date on this contract.

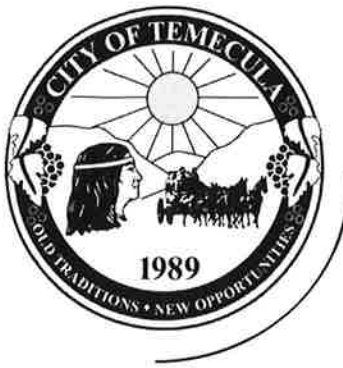
Contract Request: The City's original LGPP application variously referred to the charging infrastructure to be installed both as 16 stations (cover letter) and as 8 dual-port stations (cost schedule). Contract #ML18091 used the 16-station nomenclature. The City has now indicated that their plan was always the installation of 8 dual-port stations. As such, the City requests to change the contract specifications to require them to specify the installation of charging stations providing a total of 16 ports. There would be no substantive change to the infrastructure being provided.

To date, the City has completed installing and entering into service 6 dual-port charging stations in three locations: Sixth Street Parking Lot, Civic Center Parking Structure, and Temecula Park & Ride. The latest of these entered service in July 2019. The final 2 dual-port stations were intended to be installed at the Ronald H. Roberts Temecula Public Library. However, during the construction of the new parking facility at the Library, the City encountered high costs to reconfigure the parking lot and install the required utility infrastructure, which precluded installation at the intended location. Additional delays were caused by the COVID-19 pandemic including absenteeism, remote working conditions, and unavailability of contracting services.

The City indicates that they are committed to completing the project, and are now looking to expand the charging services at the Temecula Park & Ride location. They are confident that the remaining chargers can be installed there by December 31, 2022. The City requests a contract term extension to December 31, 2025—approximately a 29-month term extension—in order to fulfill the LGPP three-year operational requirement.

[The City's letter notes that they have not been reimbursed for their completed work to date. Provided that the project specifications are modified as requested to accommodate the dual-port chargers, the City can be reimbursed for the six completed stations regardless of the MSRC's decision on the extension request because these stations have fulfilled their operational requirements within the current contract term].

Recommendations: The MSRC-TAC Scope Changes Subcommittee will review the request and their recommendations will be brought forward at the MSRC-TAC meeting. The MSRC Contracts Administrator recommends approval of the modified scope. The MSRC Contracts Administrator further recommends that should the MSRC wish to grant the City's request for an extension, the MSRC grant a 32-month extension to minimize the potential for additional extensions.



City of Temecula

Department of Public Works

41000 Main Street • Temecula, California 92590

Phone (951) 694-6411 • FAX (951) 694-6475 • temeculaca.gov

September 29, 2022

Cynthia Ravenstein, MSRC Contracts Administrator
Mobile Source Air Pollution Reduction Review Committee
21865 Copley Drive
Diamond Bar, CA 91765

Dear Ms. Ravenstein,

Pursuant to our telephone conversation on Wednesday, September 28, 2022, at 3:00 pm, the City of Temecula hereby requests to extend the terms of the existing Contract #ML18091 to December 31, 2025. The original term of the agreement is due to end on July 19, 2023.

As discussed, the City of Temecula has completed a significant portion of the work to date, to install new electric vehicle charging stations, as proposed in our original letter funding request, dated July 13, 2018, at various locations throughout the city. The proposed project was to install 16 new electric vehicle charging stations, but outlined an estimated cost for the installations for the purchase of eight (8) dual port output charging stations. This was to reduce the overall cost to procure the equipment, as well as to accommodate the charging stations within the space available at each city-owned location.

To fulfill all the requirements for our request to extend the contract terms, we have addressed each condition as follows;

Length of Extension Requested:

Extend to December 2025 – This will allow adequate time to complete the installation of the two (2) remaining dual port output charging stations, and provide for the required operational performance period of three (3) years from the date of station operations

New Project Schedule:

Installation & Energizing of two (2) remaining dual port output charging stations
Scheduled to be Complete – October - December 2022

Project Completion Status:

To date, we have installed and energized the following;

- Sixth Street Parking Lot – Two (2) Dual Port Output Electric Vehicle Charging Stations
- Civic Center Parking Structure – Two (2) Dual Port Output Electric Vehicle Charging Stations
- Temecula Park and Ride – Two (2) Dual Port Output Electric Vehicle Charging Stations

At this time, we have gathered quotes for the underground electrical work, and concrete flat work for the installation of the two (2) remaining charging stations. We are in the process of preparing purchase orders and processing the appropriate permits through our Building and Safety Department. Work is scheduled to begin in approximately two weeks. It is anticipated that all work will be complete in the month of October, and by or before the end of the calendar year.

Reason for Delay:

We completed the installation of six (6) dual port charging stations within the first six months of the project and intended to install the two (2) remaining stations at our Library location, along with the construction of a new parking facility. Although our original proposal included the installation of two (2) dual port output charging stations at our Ronald H. Roberts Temecula Public Library, during the construction of the new parking facilities, the costs to reconfigure the parking lot and install the required utility infrastructure were significant and would substantially delay the construction timeline. Due to these unforeseen circumstances, we were unable to install the charging stations at this location.

Additionally, due to circumstances beyond our control, the COVID-19 pandemic contributed to our inability to complete the installation of the remaining chargers at an alternate site. With the global impacts and the challenges faced at the local, regional, and state level with COVID-19, we too endured a variety of issues including personnel shortages due to absenteeism, remote working conditions, and the unavailability of contracting services. As with many of our capital projects, this resulted in a delay in project activity.

Although we have encountered some unusual challenges along the way, the City of Temecula is committed to completing the EV Charging Infrastructure project. Therefore, to re-start the project, we have begun new activity to obtain estimates for the installation of the two (2) remaining charging units. Since we cannot install them as planned at the RHR Library, we are expanding the vehicle charging services at our Temecula Park & Ride location. This site can accommodate up to 157 parking spaces, includes a bus pick-up and drop-off, motorcycle parking, and bicycle lockers, and is widely utilized by commuters because of its proximity to Interstate 15. It is also adjacent to Temecula Parkway, the gateway to the Pechanga Casino and

Resort, the Pala Resort & Casino, the Temecula Valley Wine Country, and serves as an alternate route between south Riverside County and North San Diego.

Consequences of Denial:

At this time, we have incurred approximately \$118,000 in our efforts to complete the project. These costs include the purchase of equipment, electrical and site preparation contracting services, and unaccounted administrative staff time. To date, we have not been reimbursed for any portion of the costs incurred.

Our original proposal included a cost estimate of \$188,000, of which 25% is the local match share of \$47,000 and awarded funds of 75% or \$141,000. Based on the balance of work required to install the remaining charging stations, it is anticipated that our overall project costs will be much less, therefore allowing for a possible reduction in the contract value. Overall project costs are estimated at \$145,000, less 25% local match of \$36,250, which could provide for an adjusted contract value of \$108,750, a savings to MSRC of nearly \$32,000.

If denied our request to extend the term of the contract, we will incur the additional costs to install the remaining charging stations and could not fulfill the required operational performance period of three (3) years from the date of station operations.

We sincerely appreciate your consideration and hope that you will approve our request to extend the term of the contract. Your consideration of our request is greatly appreciated. Please feel free to contact us should you have any questions or would like to discuss this matter further.

Respectfully,



Patrick Thomas
Director of Public Works



Julie Tarrant
Principal Management Analyst

cc: MSRC Contract File

MSRC-TAC Scope Changes Agenda Item No. 3

DATE: November 3, 2022

FROM: Cynthia Ravenstein, MSRC Contracts Administrator

SUBJECT: Increased Scope of Work and 11-Month Term Extension by City of Pico Rivera, Contract #ML18067

SYNOPSIS: The City of Pico Rivera requests to increase the number of charging stations to be provided under the contract. Instead of one public access and three limited access Level II stations, the City requests to install six dual-port public access Level II stations at no additional cost to the MSRC. After previously having been granted a 32-month extension, the City also requests an 11-month term extension due to delays associated with identifying an adequate power source for the stations. This project is part of the FYs 2016-18 Local Government Partnership Program.

FINANCIAL IMPACT: None

RECOMMENDATIONS: The MSRC-TAC Scope Changes Subcommittee will review the request and their recommendations will be brought forward at the MSRC-TAC meeting.

ATTACHMENTS: Contractor's request letter

DISCUSSION:

Contractor: City of Pico Rivera

Project Title: Install Electric Vehicle Charging Infrastructure

MSRC Funding: \$83,500

Project Term: September 7, 2018 to July 6, 2025

Current Request: Increased scope and 11-month term extension

Previous Requests: 32-month term extension

Project Description: The City was awarded \$83,500 under the MSRC's FYs 2016-18 Local Government Partnership Program (LGPP) towards the installation of electric vehicle charging stations: one public-access and 3 limited-access. No construction work has been completed and nothing has been paid to date on this contract.

Previous Requests: The City indicated that unforeseen COVID-19 impacts on City services and issues regarding power supply by Southern California Edison delayed the design schedule. The City requested, and the MSRC approved, a 32-month term extension.

Contract Request: The City indicates that they would like to increase the number of stations to be installed. Instead of the single public-access station and three limited-access stations called for by the contract, the City now proposes to install six dual-port, 24/7 public-access charging stations at no additional cost to the MSRC. The City would provide a 25% match as required for public-access stations under the LGPP.

Issues regarding power supply for the stations resulted in greater delays than previously anticipated. Ultimately, an existing transformer at the adjacent Pico Rivera Sheriff Station was identified which had the capacity to power the stations. The City is working to apply for Southern California Edison's Charge Ready program. Design work has been initiated, and the City has expended approximately \$15,000 in project management and design. The City requests an 11-month term extension would suffice for these stations to be made fully operational and fulfillment of the LGPP three-year operational requirement.

Recommendations: The MSRC-TAC Scope Changes Subcommittee will review the request and their recommendations will be brought forward at the MSRC-TAC meeting.



City of Pico Rivera

PUBLIC WORKS DEPARTMENT

6615 Passons Boulevard · Pico Rivera, California 90660

(562) 801-4421

Web: www.pico-rivera.org · e-mail: lgaray@pico-rivera.org

Terry Rodrigue

Director

City Council

Dr. Monica Sanchez

Mayor

Erik Lutz

Mayor Pro Tem

Gustavo V. Camacho

Councilmember

Raul Elias

Councilmember

Andrew C. Lara

Councilmember

October 19, 2022

Via Electronic Mail

Cynthia Ravenstein
South Coast Air Quality Management District / MSRC
21865 Copley Drive
Diamond Bar, CA 91765
(909) 396-3269
cravenstein@aqmd.gov

Project Statement of Work Modification, Progress Report, and Extension Request, MSRC Contract #ML18067 – Funding for Electric Vehicle Charging Equipment, (Pico Rivera CIP No. 50010)

Dear Ms. Ravenstein,

The City of Pico Rivera respectfully requests to modify the Statement of Work and extend the expiration of MSRC Contract #ML18067 that was originally executed on September 7, 2018 which is currently set to expire on July 6, 2025. The original Statement of Work specified for the City to install one (1) "Level II" type EV charging station at City Hall, 6615 Passons Boulevard, Pico Rivera, California to be accessible to the public 24 hours per day, 7 days per week. It also specified for the City to install three (3) "Level II" type EV charging stations at City Hall with limited access.

While the City intends to fully implement the Statement of Work, the City would like to increase the total number of "Level II" type EV charging stations to six (6) dual output charging stations at City Hall for a total of twelve (12) charging ports and requests the increase to be eligible for AB 2766 Discretionary Funds. The City would also like to offer all 12 ports to be accessible to the public 24 hours per day, 7 days per week, instead of limiting access of 3 charging stations to City fleet vehicles only and is committing to provide the 25% local match for all 6 charging stations. However, in order to meet the 3-year Operational Availability requirement, all stations would have needed to be in operation since July 6, 2022 which the City was unable to accomplish. Staff, however, has made tremendous progress and is continuing to do so to ensure construction is completed by June 2023.

Project Completion Status

Over the past few months, staff has been working with Southern California Edison (SCE) to apply for the SCE Charge Ready Infrastructure and Rebate Program to help the City identify, design, and construct a power source to provide power to the proposed charging stations. The City's application



City of Pico Rivera

PUBLIC WORKS DEPARTMENT

6615 Passons Boulevard · Pico Rivera, California 90660

(562) 801-4421

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Terry Rodrigue

Director

City Council

Dr. Monica Sanchez

Mayor

Erik Lutz

Mayor Pro Tem

Gustavo V. Camacho

Councilmember

Raul Elias

Councilmember

Andrew C. Lara

Councilmember

was subsequently approved and the City entered into an agreement with SCE to proceed with the program on August 31, 2022 (see Attachment 1).

The City is currently in the process of procuring 6 dual output charging stations by the end of November 2022 to meet SCE's Charge Ready Infrastructure and Rebate Program schedule. A quote was originally received from ChargePoint for 6 CT4021 Dual Output charging stations through a cooperative purchasing program (see Attachment 2). Unfortunately, SCE notified staff that the CT4021 models are no longer on their Approved Product List as they do not meet ISO 15118 requirements set by the California Public Utilities Commission (CPUC), so the City is also exploring alternative options with Tellus Power (see Attachment 3).

The City has entered into an agreement with Willdan Engineering for the design of the charging station and parking lot improvements which is currently underway. Construction will be bid and commence shortly after completion of design and SCE anticipates having the power source ready and operational within approximately 7 months from November 2022. A breakdown of the revised schedule is shown below:

New Project Schedule

PHASE	DURATION	EST. COMPLETION DATE
EVCS Procurement	1 month	November 2022
Design	3 months	February 2023
Construction	4 months	June 2023
Operational Period	36 months	June 2026

Length of Extension Requested

Based on the schedule above, the estimated completion date for the charging stations to be fully operational is June 2023. In order to meet the 3-year Operational Availability requirement of the MSRC grant, the City respectfully requests an extension of 11 months to June, 6, 2026. The City understands and is grateful that the MRSC has already granted an extension to the City's grant until July 6, 2025 which unfortunately, the City will not be able to meet due to preliminary design challenges.

Reasons for Delay

The greatest challenge and reason for delay was finding a viable power source for the City Hall charging stations as SCE had originally denied the City's request to install an additional service to



Terry Rodriguez
Director

City of Pico Rivera

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the City Hall location to power the charging stations as there is already a maximum number of existing services to the property. Various alternatives were explored, including connecting to the existing City Hall electrical panel, but a preliminary inspection revealed that it did not have sufficient capacity to power the number of charging stations specified in the MSRC grant Statement of Work.

Through staff's continued effort working with SCE, an existing transformer at the adjacent Pico Rivera Sheriff Station was identified as a potential option. The transformer is adjacent to the proposed locations of the charging stations and has the capacity, so it was determined to be a viable solution. A plan was subsequently developed and approved by SCE to branch off the existing transformer to provide power to the charging stations which served as the basis to move forward with the SCE Charge Ready Infrastructure and Rebate Program. Although the City has overcome this challenge, the project completion date is dependent on SCE's implementation schedule which is anticipated to be complete by June 2023.

Consequences of Denial

Should the MSRC deny the City's request for extension, noncancellable expenses already incurred by the City are administrative costs and project management costs for coordination with SCE and ChargePoint. These costs would also extend to SCE, ChargePoint, and the City's design consultants for the efforts expended to coordinate with the City to progress the project to this point. Additionally, the City would be responsible to reimburse 33% of the MSRC Funds as it will only be in compliance for 2 years of the required 3-year Operational Availability if the contract expiration date remains at July 6, 2025.

Offers for Consideration

The City of Pico Rivera respectfully asks the MRSC to consider the extension and modification requests as the City is now committed to installing triple the amount of ports for electric vehicle charging, from 4 to 12, as originally required by the Statement of Work. The ports will also be made accessible to the public 24 hours per day, 7 days per week, instead of limiting the majority of them to City fleet use only. These requests will provide added benefits to the community and will help to further promote the reduction in air pollution from motor vehicles.



Terry Rodriguez
Director

City of Pico Rivera

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Councilmember

Please feel free to contact me should you have any questions or concerns at kko@pico-rivera.org or at 562-801-4429.

Sincerely,

Kevin Ko, P.E.
Project Manager

Enclosures

MSRC-TAC Scope Changes Agenda Item No. 4

DATE: November 3, 2022

FROM: Cynthia Ravenstein, MSRC Contracts Administrator

SUBJECT: Increased Scope of Work by City of Eastvale, Contract #ML16040

SYNOPSIS: The City has completed the Level III charger installation work originally specified by the contract, save for ongoing operational requirements. The City requests to utilize \$12,500 of the remaining \$56,091 contract balance to install an additional four Level II stations. Because the operational requirement for Level III stations is five years, while the requirement for Level II stations is only three years, the City estimates that they can complete the additional work without a term extension. This project is part of the FYs 2014-16 Local Government Match Program.

FINANCIAL IMPACT: \$56,091 is currently scheduled to revert to the AB 2766 Discretionary Fund upon execution of a contract modification by the City. If the MSRC approves the City's request, with the conditions recommended by the MSRC Contracts Administrator,

RECOMMENDATIONS: The MSRC Contracts Administrator recommends that if the MSRC wishes to approve the increased scope, the MSRC also reduce the contract value to \$66,409 and approve a four-month term extension to minimize the potential for additional modifications. The MSRC-TAC Scope Changes Subcommittee will review the request and their recommendations will be brought forward at the MSRC-TAC meeting.

ATTACHMENTS: Contractor's request letter

DISCUSSION:

Contractor: City of Eastvale

Project Title: Install Electric Vehicle Charging Infrastructure

MSRC Funding: \$110,000

Project Term: January 1, 2017 to July 5, 2026

Current Request: Add 4 Level II stations

Previous Requests: Increase stations from 2 limited access and 4 public access to 20 public access, change locations, and two-year term extension; substitute 12

Level III charging stations for 20 Level II charging stations; increase stations from 12 to 16

Project Description: The City was originally awarded \$110,000 under the MSRC's FYs 2014-16 Local Government Match Program to install 6 Level II electric vehicle charging stations; this was subsequently modified to 20 stations, then to 12 Level III stations and finally to 16 Level III stations. All 16 Level III stations have been completed and \$53,908.85 has been paid to date on this contract.

Previous Requests: As a result of lower than anticipated costs and proposed changes in the proposed locations, the City requested to increase the number of stations to be installed from six (two limited access and four public access) to twenty public access. The City also requested a two-year term extension due to the location changes. At their August 15, 2019 meeting, the MSRC considered and approved the request.

Subsequently, in January 2020, the City indicated that their residents had expressed a strong desire for Level III (fast charge) stations, rather than the Level II stations specified in the contract. Additionally, of the tentative locations identified in the contract, two were developments which had only just broken ground, so that stations could not be installed for at least a year. The Eastvale Gateway Plaza, on the other hand, was an existing Lewis Retail Center. Lewis was ready to install stations now, and desired to install the best possible stations to avoid future costly upgrades. Therefore, the City requested to substitute the installation of twelve Level III charging stations for the twenty Level II stations specified. The City had not yet made a final decision as to what type of Level III stations they would install. At their January 16, 2020 meeting, the MSRC approved the City's request, with the contingency that the MSRC funding could not be used for proprietary charging stations. However, MSRC funding could be used for elements other than the charging equipment itself, such as site work and permitting.

Lastly, in May 2021, the City requested to increase the number of Level III stations from 12 to 16. The MSRC considered and approved the request.

Contract Request: All 16 Level III stations have been installed, and the City's eligible costs reimbursed, leaving a \$56,091 contract value balance. MSRC staff prepared a modification to reduce the contract value so that this balance would revert to the AB 2766 Discretionary Fund, but the City has not executed the modification. Instead, the City indicates that they would like to increase the number of stations to be installed. The City now proposes to install an additional four limited access, Level II charging stations. It is their intention for these stations to become public access at some future date, but they would be considered limited access for purposes of the contract. The City estimates the total cost at \$25,000, and they would provide a 50% match as required under the FYs 2014-16 Local Government Match Program. Thus, this request would use \$12,500 of the remaining MSRC funding. Because the required operational period for Level II stations under the Program is three years, and the City is estimating completion by July 5, 2023, they are not requesting an extension.

Recommendations: The City's request represents a highly unusual scenario. The MSRC has previously approved scope increases for electric vehicle charging infrastructure projects, but only prior to completion of the original scope of work. The City is proposing that they will have

the additional stations operational quickly enough that no extension is needed. However, there's significant concern that the City may be overly optimistic in their projections. Note that if this *had* been an extension request, it would have been denied by the MSRC Contracts Administrator as being for contractor convenience to use the unexpired balance. The MSRC Contracts Administrator recommends that if the MSRC wishes to approve the increased scope, the MSRC also reduce the contract value to \$66,409 (\$53,909 already reimbursed + \$12,500 for additional stations) and approve a four-month term extension to minimize the potential for additional modifications. The MSRC-TAC Scope Changes Subcommittee will review the request and their recommendations will be brought forward at the MSRC-TAC meeting.



CITY OF EASTVALE

12363 Limonite Avenue | Suite 910 | Eastvale, CA 91752
951.361.0900

October 10, 2022

South Coast Air Quality Management District/MSRC
21865 Copley Drive
Diamond Bar, CA 91765-4178
Attn: Cynthia Ravenstein
RE: Request to amend contract number ML16040

The City of Eastvale (City) would like to request a scope change for Contract #ML16040. The original scope of installing sixteen (16) Level III charging stations has been successfully completed in a timely manner. In seeking to maintain that standard of work, the City of Eastvale would like to request to use the remaining funds to install four (4) additional “Level II” charging stations (“Phase 2”) at 13200 Citrus Street.

The term of the current contract terminates on July 5, 2026. The scope of this work proposed as Phase 2 would be completed within the timeline of the contract. The proposed project schedule for completing Phase 2 of the project is shown in the table below. There is no delay in the current project and there will not be a delay within the new scope of work change. If this extension is not offered, there will be no consequences of denial as the City of Eastvale has not entered into any contracts thus far. The City of Eastvale will commit to a 50% match if granted this extension. The charging stations will be utilized for the public and City Fleet.

Proposed Project Schedule:

Task	Completion
Vendor selection	Month 33
Submit Public Outreach Plan	Month 40
Complete EV station installations and enter into service	Month 51
Implement Public Outreach Plan	Month 53
Quarterly reports	Quarterly beginning with Month 4
Final Report	Month 54
Vendor selection for Phase 2	Month 74
Submit Public Outreach Plan for Phase 2	Month 74
Complete EV station installations and enter into service for Phase 2	Month 78

The estimated project cost for Phase 2 of the project is \$25,000, and this includes materials and labor to complete the proposed work.



CITY OF EASTVALE


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951.361.0900

The City currently owns three (3) electric vehicles and utilizes two charging stations that were installed with another MSRC grant that the City was awarded under contract number ML18064. To better assist the growing community, the City has a plan to expand its vehicle inventory. Acquiring four (4) “Level II” charging stations will allow the City to get the infrastructure ready for City and staff expansion. Aligning with Eastvale’s Strategic Plan, the City strives to be sustainable in operations as to best maintain ecologically sound services. This amendment would benefit both City and South Coast Air Quality Management District/MSRC in adding to success rates of completed agreements and exhausted the intended funds without the need for rollover.

Previously, the City was granted an amendment to its agreement to increase the amount of publicly accessible “Level III” type EV charging stations to be installed at the Eastvale Gateway Plaza. The City completed this amendment without issue and delivered on its commitment to complete this work within budget and schedule.

Please consider this letter as a formal request to amend the contract one final time. The City has been delighted to complete the duties of the contract. Further, the City is eager and ready to expend the funding made possible by South Coast Air Quality Management District/MSRC. Please feel free to reach us with any questions or concerns.

Thank you for your consideration,



Jimmy Chung
City Engineer

MSRC-TAC Scope Changes Agenda Item No. 5

DATE: November 3, 2022

FROM: Cynthia Ravenstein, MSRC Contracts Administrator

SUBJECT: One-Year Term Extension by City of Yucaipa, Contract #ML16057

SYNOPSIS: After previously having been granted extensions of a total length of four years, the City of Yucaipa requests MSRC review of a one-year term extension request which has been denied by the MSRC Contracts Administrator. The City indicates that delays due to staffing shortages and COVID restrictions greatly increased the time for review and processing of the environmental documents, but CEQA documentation was finalized in August. This project is part of the FYs 2014-16 Local Government Match Program.

FINANCIAL IMPACT: None

RECOMMENDATIONS: The MSRC-TAC Scope Changes Subcommittee will review the request and their recommendations will be brought forward at the MSRC-TAC meeting. This request was previously denied by the MSRC Contracts Administrator.

ATTACHMENTS: Contractor's letter requesting review of denial; Contracts Administrator's letter notifying Contractor of denial; original letter requesting extension

DISCUSSION:

Contractor: City of Yucaipa

Project Title: Implement "Complete Streets" Pedestrian Access Project

MSRC Funding: \$380,000

Project Term: April 27, 2016 to January 26, 2023

Current Request: One-year term extension

Previous Requests: One-year term extension; one-year term extension; one-year term extension

Project Description: The City was awarded \$380,000 under the MSRC's FYs 2014-16 Local Government Match Program to implement a "Complete Streets" project along County Line Road, including the installation of Class II bicycle lanes and sidewalks. No construction has been completed and nothing has been reimbursed to date.

Previous Requests: The City indicated that the specified work was part of a larger project in partnership with the City of Calimesa, and execution of an agreement with Calimesa had taken

longer than expected. The City requested a one-year contract term extension. This modification was processed administratively. In November 2019, the City indicated that the coordination of environmental clearance requirements and right-of-way acquisition with their partner agencies was taking even longer than previously anticipated. The City requested, and the MSRC approved, a one-year term extension. In November 2020, the City indicated that the need for coordination of review with a larger multi-agency project further delayed progress on project design and engineering. The City now expected to advertise for construction bids in June 2021. They requested, and the MSRC approved, a one-year contract term extension.

Contract Request: The City indicates that delays due to staffing and COVID restrictions greatly increased the time necessary for review and processing of the environmental documents. The CEQA documentation was eventually finalized in August 2022. The City currently estimates that the project will be ready to advertise for construction in December 2022, construction expected to complete in July 2023. In order to allow sufficient time for completion of construction, they request a one-year term extension.

MSRC Contracts Administrator Review & Contractor Request for MSRC Review of Denial: In accordance with the MSRC's recently adopted Policy on Contract Modifications, the request was reviewed by the MSRC's Contracts Administrator. The first review is for completeness. Having satisfied those requirements, the request is then checked against a set list of pre-established criteria for denial. The Contracts Administrator denied the City's request because it fell into the following category: the contract had previously been extended for a total of one year or more, no ground has been broken on the project, and the City has not provided evidence of any noncancellable contracts or other financial obligations.

Also as established by the Policy on Contract Modifications, the Contractor has the right to request MSRC review if their extension request is denied by the Contracts Administrator. The City has exercised this option.

Recommendations: The MSRC-TAC Scope Changes Subcommittee will review the request and their recommendations will be brought forward at the MSRC-TAC meeting.

September 22, 2022

Leah Alfaro
MSRC Contracts Administration
21865 Copley Drive,
Diamond Bar, CA 91765



Re: Contract #AB2766/ML16057 Implement a "Complete Streets" Pedestrian Access Project for County Line Road between Calimesa Blvd and 4th Street.

The purpose of this letter is to respectfully request an extension of time to deliver the subject City of Yucaipa MSRC funded project. Per your email dated August 23, 2022, the expiration date for the subject contract is January 26, 2023. The City of Yucaipa is requesting that this expiration date be extended for an additional twelve (12) months to January 26, 2024. The subject project is a component of a larger multi-agency project which covers roadway improvements along County Line Road.

The larger project includes environmental clearance requirements, right-of-way acquisition and since this is a joint project with the City of Calimesa in Riverside County, coordination with the neighboring agencies. With these additional factors, more time than anticipated has been required to coordinate the design, review, and right-of-way acquisition of the portion of County Line Road improvements covered by contract ML16057. The subject project includes the construction of new asphalt pavement, curb gutter improvements, Class II bicycle lane striping and pavement markings, etc. to accommodate the overall project.

The initial timeline included an anticipated completion of design by early 2019. Staffing shortages, telecommuting and enhanced document processing due to COVID restrictions greatly increased the time it took for plan reviews and resubmittals to be completed by City of Yucaipa, City of Calimesa, Utility Agencies, and Consultant staff. Design for the project was finalized and approved by the City in early 2021. Upon completion of the design staff moved into the environmental phase of the project. Again, delays due to staffing and COVID restrictions greatly increased the review and processing of the environmental documents. As noted in the timeline below, CEQA documentation was finalized in August of this year.

With staff levels returning to normal and completion of the design and bid documents, the City does not anticipate any further delays due to staffing and review times for finalizing right-of-way acquisition and proceeding to the construction phase. The only potential delays the City anticipates would be from weather/rain delays, and reduced working days due to City holidays between now and the 1st of the year. However, these anticipated delays have been reflected in the proposed schedule provided below:

Task	Completion Date
CEQA Environmental Review and Document Filed	August 2022
Right-of-way Acquisition negotiations with property owners	October 2022
Right-of-way Acquisition completed	November 2022
Advertise for Construction	December 2022
Bid Opening and Award Construction Contract	January 2023
Construction Complete	July 2023

The current expiration date for Contract ML16057 is January 26, 2023. Without the requested extension, the City will not have the funding to begin construction before the grant expiration date. The City is looking forward to completing the improvements and delivering the enhancements to the community as identified in the grant agreement for this important regional projects. We greatly appreciate your consideration for this request and look forward to hearing from you.

If you have any questions, please contact me at (909) 797-2489 x240 or you may contact Katrina Kunkel at (909) 797-2489 x255.

Sincerely,



Fermin G. Preciado, P.E.
Director of Development Services/City Engineer

MSRC-TAC Scope Changes Agenda Item No. 6

DATE: November 3, 2022

FROM: Cynthia Ravenstein, MSRC Contracts Administrator

SUBJECT: 4-Year Term Extension by City of Perris, Contract #ML18058

SYNOPSIS: The City of Perris requests MSRC review of a 4-year term extension request which has been denied by the MSRC Contracts Administrator. The City indicates that lack of funding for the senior and youth programs which would use the new vehicle delayed progress on the project, but this has now been resolved. This is the first extension on this contract. This project is part of the FYs 2016-18 Local Government Partnership Program.

FINANCIAL IMPACT: None

RECOMMENDATIONS: The MSRC-TAC Scope Changes Subcommittee will review the request and their recommendations will be brought forward at the MSRC-TAC meeting. This request was previously denied by the MSRC Contracts Administrator.

ATTACHMENTS: Contractor's letter requesting review of denial; Contracts Administrator's letter notifying Contractor of denial; original letter requesting extension

DISCUSSION:

Contractor: City of Perris

Project Title: Procure One Medium-Duty Zero Emission Vehicle and Install EV Charging Infrastructure

MSRC Funding: \$94,624

Project Term: October 12, 2018 to November 11, 2024

Current Request: 4-year term extension

Previous Requests: None

Project Description: The City was awarded \$94,624 under the MSRC's FYs 2016-18 Local Government Partnership Program to procure one medium-duty zero emission vehicle and install a Level III publicly accessible EV charging station. No work has been completed and nothing has been reimbursed to date.

Contract Request: The City indicates that lack of funding for the senior and youth programs which would use the new vehicle delayed progress on the project, but this has now been resolved. The City currently estimates that City Council approval for the vehicle purchase will be

obtained on November 29, and they should be able to take delivery the fourth quarter 2023. Concurrently, they expect to work on the station installation. The City requests a four-year term extension to allow time to fulfill the five-year operational requirement.

MSRC Contracts Administrator Review & Contractor Request for MSRC Review of Denial: In accordance with the MSRC's recently adopted Policy on Contract Modifications, the request was reviewed by the MSRC's Contracts Administrator. The first review is for completeness. Having satisfied those requirements, the request is then checked against a set list of pre-established criteria for denial. The Contracts Administrator denied the City's request because it fell into the following category: the request is for three years or more.

Also as established by the Policy on Contract Modifications, the Contractor has the right to request MSRC review if their extension request is denied by the Contracts Administrator. The City has exercised this option.

Recommendations: The MSRC-TAC Scope Changes Subcommittee will review the request and their recommendations will be brought forward at the MSRC-TAC meeting.



CITY OF PERRIS

City Manager's Office
101 NORTH D STREET, PERRIS, CA 92570-2200
TEL.: (951) 943-4610

October 12, 2022

Cynthia Ravenstein
21865 Copley Drive
Diamond Bar, CA 91765

Subject: Request for an extension and cure of breach for MSRC contract #ML18058

Dear Ms. Ravenstein:

Thank you for taking the time to meet with Bryant Hill and myself on September 28, 2022, to discuss MSRC contract # ML18058. We understand that the City of Perris is in breach of the contract and would like to take this opportunity to cure the breach and ask for an extension of time to complete the contract.

The City of Perris is requesting a four (4) year extension to complete the project, which will include one level III/fast charge type electric vehicle station at our city hall location. The project will also include purchasing one (1) medium-duty on-road zero-emission vehicle with a gross weight greater than 8,500 pounds. The City of Perris is committed to utilizing the charging station and zero emissions vehicle for a minimum of five (5) as required by the grant.

The new project schedule will consist of council approval of the vehicle purchase at the November 29, 2022, city council meeting. Once the council approves the vehicle, staff will order the vehicle in December of 2022 and plan on receiving the vehicle as soon as possible, but most likely in the fourth quarter of 2023. While waiting for the vehicle, staff can work with a contractor to install the level III charging station. The project will take up to six months to one year to work with the contractor and electrical company (Southern California Edison) to install a 3-phase electrical for the charging station.

As of now, no work has been completed towards this project, so there is no update on the status of this project.

The reason for the delay of this project was after the grant was originally approved, the city did not have internal funds allocated to the senior and youth programs to use the new electric vehicle. The city has since resolved this issue and created funds for these programs and will be able to execute the grant to its fullest and utilize the new electric vehicle.

At this point in time, no expenses have occurred and since no contracts are in place, there should not be any consequences if the extension is not approved.

Should you have any questions or concerns, please feel free to reach out to me at (951) 943-4610 x244, or by email at ereyna@cityofperris.org.

Thank you,

A handwritten signature in blue ink, appearing to read "Ernie Reyna".

Ernie Reyna, CPA
Deputy City Manager