

Clean Energy Fund #3 (CEF #3) – Electrification of Transportation Systems

Question & Answer - Updated 6-30-2020

Answers in *dark blue text* were previously available. Answers in *black text* are new or newly updated.

Bidder's Conference Attendees:

(Partial list/information based on public and voluntarily provided information. Please email CEF@commerce.wa.gov with name and organization represented if you are interested in being included.)

Name	Organization	Email
Russ Pittis	City of Anacortes	russ@cityofanacortes.org
Jackie Orenberg		
Shital Saini		
Travis Neal		
Keri Cleary		
Kim Tryhorn		
Krishan Aggarwal		
Mike McGee		
David Fletcher		
Sabrina Minshall	Spokane Regional Transportation Council (SRTC)	sminshall@srtc.org
Jennifer Harper	Energy Northwest	
Sarah Calvillo Hoffman		
Bianca Smith		
Eric Irelan		
Tonia Buell		
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Suzanne Frew	Snohomish PUD	SCFrew@SNOPUD.com
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1. I am the Real Estate Manager for Fred Meyer, QFC and other divisions of Kroger. Question, would our stores qualify for potential receipt of vehicle charging grants? If so, is there a particular group we should contact (i.e., Electrify America, Blink, EVgo, etc.)?

Please see RFA SECTION 1.3 MINIMUM QUALIFICATIONS – businesses are not among the types of primary eligible applicants described. Businesses and other entities that are not primary eligible applicants may partner with eligible applicants to apply for an award. COMMERCE cannot recommend any particular group for partnership purposes.

2. What is the procurement type the city must use apparent low for the award?

Successful applicants must follow all applicable state and/or local laws governing procurements for publicly-funded projects. Successful applicants that receive federal funding must additionally follow all applicable procurement requirements for federally-funded projects. Applicants may also find it helpful to review the Service Contract Format including General Terms and Conditions found in EXHIBIT B of the RFA.

3. We had planned to charge an hourly fee for vehicles charging at these 6 stations. If we charge a fee for these services, are we still eligible to apply for the ETS grant?

Please see RFA SECTION 1.3 MINIMUM QUALIFICATIONS – projects may charge a fee for charging services. If there is a fee to charge, then credit, debit, and prepaid cards must be accepted via an onsite card reader. Any other form of payment is permitted in addition to this minimum. Multiple EVSE at one location can share a card reader.

4. Are public transit agencies eligible to submit a project to the CEF?

Please see RFA SECTION 1.3 MINIMUM QUALIFICATIONS – transportation authorities are among the types of primary eligible applicants described for the ETS program.

5. Does this program include fuel cell electric vehicles and infrastructure?

Please see RFA SECTION 1.1 PURPOSE AND BACKGROUND - This Program provides grants to Washington local governments and retail electric utilities for electric vehicle supply infrastructure (EVSE, as defined in RFA SECTION 1.7 DEFINITIONS) and related development costs. A list of eligible costs for grant funds and match can be found in SECTION 1.2 OBJECTIVES AND SCOPE OF WORK. ETS monies are not intended for rolling stock nor for hydrogen fueling infrastructure.

6. I've read through the RFA and it appears this only covers EVSE charging applications (which seems to be limited to passenger cars). Would you consider transit bus charging infrastructure to be eligible under this program?

EVSE, as defined in RFA SECTION 1.7 DEFINITIONS, is not limited to infrastructure serving passenger vehicles. Transit bus charging infrastructure would be eligible, provided it aligns with minimum project and equipment qualifications (or demonstrates no EVSE is available that can serve the purpose of the project while meeting certain requirements, as applicable), as described in SECTION 1.3 MINIMUM QUALIFICATIONS.

7. We are reaching out to determine if Washington State Ferries is an eligible applicant for the ETS program that was just announced. We are not sure if we meet the criteria of a "local government", as we are a division of WSDOT, or if we need to partner on this one.

Washington State Ferries, being a division of a state agency, are not considered to be a local government for the purposes of this award. State agencies and divisions of state agencies would need to partner with a primary eligible applicants as described in RFA SECTION 1.3 MINIMUM QUALIFICATIONS to submit an application under this award.

8. Does it allow for the purchase of used chargers?

EVSE purchased using ETS monies must be new and not previously put into service. Used equipment purchase is not allowed.

9. I am looking into obtaining electric fleet vehicles for the University as well as our police department. Would we qualify under this grant for the fleet vehicles as well as providing charging spaces around campus for visitors? If not, is there another grant for this purpose?

ETS monies are intended for electric vehicle supply equipment (EVSE, as defined in RFA SECTION 1.7 DEFINITIONS) projects, and may not be used to purchase rolling stock (electric vehicles). COMMERCE does not currently have open solicitations for grants to fund rolling stock.

10. Are public universities qualified to apply, or would we have to partner?

Public universities are typically classified as state agencies by the IRS. In such a case, they are therefore considered neither local governments nor retail electric utilities, and would need to partner with a primary eligible applicant as described in RFA SECTION 1.3 MINIMUM QUALIFICATIONS to submit an application under this award.

11. Are there limitations on other funding that can be applied to the program (ie. ARRA funding)?

Information concerning limitations on applicable match funding for eligible project costs may be found in RFA SECTION 1.4 FUNDING. With respect to American Recovery and Reinvestment Act (ARRA) funding, projects that receive ARRA funding via the ETS program cannot use other federal funding as Match. In addition to other limitations described in SECTION 1.4, Applicants should consider limitations imposed by other funding sources that they are considering to meet the match requirements.

12. Can applicants submit more than one application?

There is no limitation placed on the number of applications an eligible Applicant can submit, however applicants should be aware of RFA SECTION 2.11 MOST FAVORABLE TERMS, which states that the application should be submitted initially on the most favorable terms which the Applicant can propose. Please see our response to Q&A Question #22 below for additional information.

13. For the question, “Identify any state employees or former state employees employed or on the Applicant’s governing board as of the date of the application. Include their position and responsibilities within the Applicants organization. If following a review of this information, it is determined by COMMERCE that a conflict of interest exists, the Applicant may be disqualified from further consideration for the award of a contract.” Can you confirm if we need to review every employee or just those directly related to the application?

Any previously or current employed state employees (within the last 24 months) that are on staff in the organization or working on the project, that would have a decision making ability for the project, must be reported. This applies to two tiers of contractors also. If contractors are not know at the time of application, it must be reported during the procurement process.

14. Do you anticipate extending the bid due date?

We do not currently anticipate extending the due date. Applicants must submit a Letter of Intent, Pre-Application, and Full Application by the deadlines listed in RFA SECTION 2.2 ESTIMATED SCHEDULE OF PROCUREMENT ACTIVITIES, unless COMMERCE revises the procurement schedule.

4/6/2020 Update: Please see the response to Q&A Question #139.

15. What additional details are you willing to provide, if any, beyond what is stated in bid documents concerning how you will identify the winning bid?

Applicants should refer to RFA SECTION 4.1-4.2 for all publicly disclosed information regarding application evaluation for the ETS program.

16. Was this bid posted to the nationwide free bid notification website at www.mygovwatch.com? Other than your own website, where was this bid posted?

All Washington state competitive solicitations are posted to the Washington Electronic Business Solution (WEBS) platform. COMMERCE has posted the RFA and other application materials to the program website identified in the RFA and to WEBS. COMMERCE takes no responsibility for ETS program materials posted to other webpages.

17. We’ve been approached by a few people who have asked us about having an electric charging station for our hotel guests. Would we qualify for such a grant under this program? We have a 50-unit hotel in Colfax.

Please see RFA SECTION 1.3 MINIMUM QUALIFICATIONS – businesses are not among the types of primary eligible applicants described, and ETS-funded project must serve at least one

of the following end uses: Public Transportation, Local Government Fleet Vehicles, Workplace Charging, Multi-Unit Dwelling (MUD) Resident Charging (Note: EVSE that exclusively or primarily serves residential buildings that are not Multi-Unit dwellings will not be considered), Public Charging, or Port – Marine or Aircraft. Businesses and other entities that are not primary eligible applicants may partner with eligible applicants to apply for an award.

18. Are the grants dispersed such that would cover the entire cost, or simply a percentage? Are there other requirements we'd need to meet?

Please see RFA SECTION 1.4 FUNDING. Applicants are required to provide 1:1 match funding for projects, unless they are eligible for reduced match options (which may allow 1:5 or 1:10 match funding for projects meeting certain equity metrics). Please read the RFA in its entirety for all other project requirements.

19. I am in the process of educating and trying to expand EV charging infrastructure with our community, with larger commercial customers and schools. Coincidentally, there are EV charging opportunities where either none currently exist (i.e. Sound Transit Sounder Lakewood parking structure, I-5/WA HWY 512 Park & Ride) or where there is desire to expand existing infrastructure (i.e. Pierce Transit headquarters and bus station). Do these types of opportunities qualify for the ETS and if so, which ratio of funding is applicable (i.e. is 1:1 only available)? Is transit eligible for this grant funding or is there a different grant program for them?

Please see RFA SECTION 1.3 MINIMUM QUALIFICATIONS for all minimum applicant, project, and equipment qualifications. COMMERCE is not able to provide Applicants advice on specific projects' applicability to the ETS program. Please see RFA SECTION 1.4 FUNDING for information on reduced 1:5 and 1:10 match options and criteria. As stated in RFA SECTION 1.3 MINIMUM QUALIFICATIONS, retail electric utilities and local governments (including transportation authorities) are primary eligible applicants for the award.

20. Is the grant funding specifically restricted to EV charging station procurement and installation, or does it cover resource adequacy construction costs for utilities providing line and load extension? In the case of Pierce Transit, they are going to be installing at least 40 Level 3 bus charging stations where we will need to dedicate an entire feeder at a substation to carry that load of energy usage.

As long as they are not listed as ineligible costs under RFA SECTION 1.2 OBJECTIVES AND SCOPE OF WORK, ancillary project costs may be included in the application narrative questions and project cost proposal. Ancillary costs are meant to enable EVSE to be installed and to be a minority of a project's costs. Applicants should note that all project costs are subject to contract negotiation and COMMERCE is under no obligation to fund all requested project costs when determining an award.

21. Second question is around EV infrastructure for multi-unit dwellings (MUDs). A little over 23% of the area we serve lives at or below the federal poverty level. As newer MUDs are constructed to support the growth of affordable housing, is there a particular ratio of funding which is applicable?

Reduced match eligibility requirements may be found in RFA SECTION 1.4 FUNDING (“Option 1” and “Option 2”). Applicants are responsible for selecting which match option they pursue, and for providing the requested project site information which will allow COMMERCE to determine the project’s eligibility for reduced match options.

22. Hence, since we have opportunities to serve both examples listed above, and funding ratios may vary for application, how do I need to complete my application accordingly? Will it require two different applications for each type of project?

Applicants may submit multiple applications if needed, though they should be aware of RFA SECTION 2.11 MOST FAVORABLE TERMS, which states in part that “...the application should be submitted initially on the most favorable terms which the Applicant can propose.” It is the Applicant’s responsibility to determine which application represents their most favorable terms for a given project, and should note that geographic differences may not be considered sufficient to distinguish an Applicant’s applications if they cover substantially the same subject matter (ie, an applicant should not break a single application into multiple applications to receive more favorable match and/or funding requirements). Applicants should not submit multiple applications for the same project, and COMMERCE reserves the right to deem an application ineligible if it is found to cover substantially the same project as another submitted application.

23. Finally, after reading the timeline, it appears that the successful funding recipients would receive their grants sometime between Q3 of 2020 and Q1 of 2021. Is this correct?

Updated 4/6/2020: COMMERCE estimates that contracts will be signed by no later than 05/25/2021, as described in RFA SECTION 2.2 ESTIMATED SCHEDULE OF PROCUREMENT ACTIVITIES. Actual contract execution will happen after awards are announced and are subject to contract negotiations and no successful protests. Note that COMMERCE expects to use performance-based contracting methodology for this award, meaning that grantees should expect to receive funding upon the completion of pre-defined milestones (to be negotiated during contracting).

24. Are tribes eligible?

The Electrification of Transportation Systems Grant and Energy Efficiency and Solar Grants Programs have recently included Tribal Governments as eligible applicants under the Local Government or Local Agency definition. Commerce made a determination after legal consultation that Tribal Governments do not fall under the definition of Local Governments, ~~and we do not have the statutory authority to extend grant eligibility to Tribal Governments as applicants under the current proviso language (which lists Local Governments and Retail Electric Utilities as primary eligible applicants).~~

Tribes can still partner with primary eligible applicants, i.e. Local Governments and Retail Electric Utilities, to apply for this grant.

The Electrification of Transportation Systems Grant (ETS) Request for Applications (RFA), originally issued February 5, 2020, ~~has been revised to remove Tribes as primary eligible applicants.~~ The updated RFA is available here: <https://www.commerce.wa.gov/growing-the-economy/energy/clean-energy-fund/electrification-of-transportation/>

The Energy Division is committed to partnering with Tribes around the state and will be pursuing solutions that allow Tribes to directly participate in future grant programs.

3/17/2020 Update: we are monitoring potential changes to the enabling budget proviso language for ETS, which have been passed by the legislature ~~and are currently awaiting the Governor's signature~~, and which would make Federally Recognized Tribal Governments primary eligible applicants for the ETS program. ~~We intend to respond appropriately in the case that this revision passes into law, and will make information about that response public as soon as we are able.~~

4/6/2020 Update: Governor Inslee has signed into law a change to the budget proviso language for ETS, making Federally Recognized Tribal Governments primary eligible applicants for the program. Commerce has revised the Request for Applications and other application materials to reflect this change. Before incorporating the further deadline extension described below, Federally Recognized Tribal Governments will have the same number of days to complete their Letters of Intent and Applications as other eligible applicants¹. Please see the RFA for more information.

25. Would the University of Washington qualify under this applicant criteria?

Applicant

The primary eligible Applicant, who may partner with other organizations, must be one of the following:

Washington State Local Government

For the purpose of this Program, "Local Governments" includes cities, towns, counties, special and school districts, transportation authorities, municipal corporations, port districts or authorities, tribal governments, political subdivisions of any type, or any other entities or authorities of local government in corporate form or otherwise.

Please see the answer to question #10 above regarding public university eligibility. Public universities are typically classified as state agencies by the IRS. In such a case, they are therefore considered neither local governments nor retail electric utilities, and would need to partner with a primary eligible applicant as described in RFA SECTION 1.3 MINIMUM QUALIFICATIONS to submit an application under this award.

26. The city of Blaine recently signed a lease with ChargePoint for a couple of EV chargers in the public right of way. Would it be possible to get reimbursement for the lease through the grant? If so, we may look at a few more locations and include those in our application as well.

ETS monies cannot be used to fund project costs incurred prior to Commerce's issuance of the award letter.

¹ Twenty business days for LOI development and 43 business days for Application development

27. Similarly, could the applicant provide for construction activities through agreements with a private party (such as a property management company, performance contractor, housing authority or homeowner's association)?

It is typical for construction activities to be provided for under agreements with third party subcontractors. Please see RFA EXHIBIT B SERVICE CONTRACT FORMAT INCLUDING GENERAL TERMS AND CONDITIONS for typical terms and conditions regarding subcontracting and Grantee responsibility to ensure subcontractor compliance with conditions of the award.

28. I'd like to talk with you to understand whether this sort of project would be of interest to Washington DOC.

Commerce is unable to provide advice on the suitability of particular projects for specific grant opportunities, or to indicate whether they would be of interest to Commerce as an Agency. Reading the latest version of the ETS RFA and Q&A and attending the Pre-Application Conference will be a potential Applicant's best avenues to understanding the program's priorities and determining their project's fit for the current solicitation.

29. One of my colleagues would like to participate in the cation Conference via Skype, for the Electrification of Transportation Systems Program. Can you send some instructions our way, on how to connect?

As stated in the RFA, Skype and call-in information for the Pre-Application Conference is located on the program website.

30. When going over the materials and schedule, the Pre-Application was not included on the schedule and I assumed it was part of the Letter of Intent that is due on March 5th. Is that correct? In your answer to question #14 you list them as separate items (and I understand they are to an extent) but the Pre-Application is not listed on the schedule with a due date on page 11.

Only the Letter of Intent is due on the Letter of Intent deadline. The Pre-Application and Full Application are both due on the date of the Application deadline (they are both components of the Application, as described in SECTION 3 APPLICATION CONTENTS).

31. What is an example of a Workplace or MUD that is served by Government or Utility?

Qualifying applicants are free to pursue partnerships with other entities to enable the installation of projects that meet the requirements of the RFA, including the end use requirement listed in RFA SECTION 1.3 MINIMUM QUALIFICATIONS. As an example, a retail electric utility could partner with a privately-owned MUD to submit an application, provided that their application fulfills all of the other minimum criteria outlined in the RFA.

32. Would a Government building be simply considered a workplace?

Government buildings may or may not be considered workplaces. Workplace Charging is defined in RFA SECTION 1.7 DEFINITIONS. Projects determined by Commerce to be serving this end use must, at a minimum, conform to that definition.

33. What is an example of government MUD? Aren't all MUD's owned by a corporation, and not Government?

Qualifying applicants are free to pursue partnerships with other entities to enable the installation of projects that meet the requirements of the RFA, including the end use requirement listed in RFA SECTION 1.3 MINIMUM QUALIFICATIONS.

34. If a workplace or MUD wants to be the recipient of a specific brand of EVSE, and they ask that manufacturer for help, is it best determined that the manufacturer reach out to their utility for assistance? If so, who at the Utility would the EVSE manufacturer reach out to (example of titles or departments at the Utility)?

Electrical utilities may be of assistance on certain topics related to EVSE installation, such as grid interconnection. Some electrical utilities and municipalities also have programs encouraging electric vehicle adoption. Specific contacts at a given organization will vary by the required subject matter expertise and by organization.

35. I see there is a pre-application conference for the Clean Energy Fund on Feb. 20, at 12:30 p.m., in Olympia. Do you happen to know the estimated end time for the meeting?

The Pre-Application Conference is expected to last approximately 1 hour, ending around 1:30 p.m. PT.

36. I see there is a phone conference on February 20th. Is this something that would be informative if we are getting up to speed on the opportunities available through this program?

The ETS Pre-Application Conference is intended to provide potential applicants with basic information concerning the program and an opportunity to ask questions about the contents of the RFA, Application, and other program materials. More information about attending is provided on the ETS [webpage](#).

37. What would your typical incentive be for a hotel installing a charging station on their property?

The ETS Program is a competitive grant solicitation, with primary eligible applicants being Local Governments and Retail Electric Utilities, as defined in the program RFA. As stated in RFA SECTION 1.4 FUNDING, the minimum award amount is \$25,000 and the maximum award is \$2,500,000.

38. Because the program allows for the installation of EVSE at workplaces and multi-unit dwellings, does the program allow for transfer of ownership from the applicant to a private sector party or must installations occur on property controlled by the applicant? If private parties are allowed, what commitments would be required and for what period of time in order to meet grant obligations?

Commerce recognizes that there may be a variety of equipment ownership arrangements that will allow applicants to best pursue ETS program objectives. A transfer of ownership may be considered acceptable, provided the plans conform with all other program requirements, fulfills contractual obligations, and that the arrangements allow for compliance with all applicable funding requirements. Please note that the primary Applicant must have full access to and

control over the EVSE for the initial five year operational window described in RFA SECTION 1.2 OBJECTIVES AND SCOPE OF WORK. Ownership arrangement is subject to contract negotiation and review as to compliance with contractual terms and conditions. Please note that Commerce's standard procedure is that the primary applicant would have ownership of the assets. Other arrangements would have to be considered on a case by case basis.

39. I'm debating whether to attend tomorrow's conference in person or to call in. Do you know how many prospective applicants plan to attend?

I'm not able to share specific numbers, however, I can say that it's my understanding that the majority of pre-application conference participants tend to participate virtually.

40. I live in Ephrata, WA and our school system is undergoing a building/renovation program as we passed a bond issuance last year. I would like to know if matching funds would be available to install charging systems for future electric school bus purchases.

School districts are primary eligible applicants under the definition of "Local Governments" in the ETS RFA. School busses would fall under the "local government fleet" EVSE end use described in RFA SECTION 1.3 MINIMUM QUALIFICATIONS. It is worth noting that applicants are required to fill out a Utilization plan as described in RFA SECTION 3.2 A.viii UTILIZATION PLAN, and that that plan will be evaluated as part of the full application evaluation process.

41. We are a public housing authority – considered an entity of government. The Tacoma Housing Authority was created pursuant to RCW 35.82.030 by the City of Tacoma and is considered an entity of government. As such, Tacoma Housing Authority does not have Articles of Incorporation and local governments do not file IRS Form 990. Tacoma Housing Authority is not required to have a City of Tacoma Business license. Tacoma Housing Authority does have a state tax registration number (UBI) 601138126. We would like to verify we are an eligible applicant.

As stated in RFA SECTION 1.3 MINIMUM QUALIFICATIONS, primary eligible applicants include Local Governments. Among other types of local government, this includes: "...any other entities or authorities of local government in corporate form or otherwise." RCW 35.82.030 states that public housing authorities are "a public body corporate and politic to be known as the "Housing Authority" of the city or county", and are therefore primary eligible applicants for this award.

42. Is the exclusion of the tribes due to an omission from our state statute or is this because of federal funds (requirements) are passed to the state?

~~The enabling budget proviso for the ETS program states that "Projects must be implemented by local governments, or by public and private electrical utilities that serve retail customers in the state. Eligible parties may partner with other public and private sector research organizations and businesses in applying for funding."~~

~~Tribes are not primary eligible applicants for this award because they are neither local governments nor retail electric utilities. Tribes can still partner with primary eligible applicants to apply for this grant.~~

Update 4/6/2020: Pursuant to the updates discussed in our answer to Question #24, the enabling budget proviso for the ETS program now states that “Projects must be implemented by local governments, federally recognized tribal governments, or by public and private electrical utilities that serve retail customers in the state. Eligible parties may partner with other public and private sector research organizations and businesses in applying for funding.”

Federally Recognized Tribal Governments are now primary eligible applicants for the ETS program. Tribes can still partner with primary eligible applicants to apply for this grant.

43. Are there plans to address the disparity?

Commerce is currently pursuing options within the capital budget that would allow Tribes to participate in ETS and/or the other affected grant program, the Energy Efficiency & Solar Program, as primary eligible applicants.

4/6/2020 Update: Pursuant to the updates discussed in our answer to Question #24, Federally Recognized Tribal Governments are now identified as primary eligible applicants for the ETS program. Please see the RFA for more information.

44. Will outreach be completed prior to the letter of Intent date?

It is not our intent to complete all outreach prior to the Letter of Intent Deadline. It is worth noting that Applicants will not be held to the content of the letter of intent, and the project may change prior to submitting the Application.

45. Will some of the outreach generate awareness and increase questions? Will the deadline be extended?

Possibly. The impact to the application timeline will need to be evaluated.

46. Do we need to have a project site to be eligible?

A general sense of the specific site(s)/address(es) where the project is to be located is needed to complete our evaluation of project site information, and reviewers will also evaluate risk and readiness related to site selection when they score the relevant evaluation criteria. We recognize that it may be necessary in the case of certain projects to change sites as a project develops, but project site characteristics scored during the evaluation process must remain substantially similar to the sites described in the application.

47. Can site feasibility studies be included in the project?

Given that ETS monies are from the capital budget, the funding is primarily intended to pay for the actual infrastructure and having the equipment installed. Inclusion of a feasibility study would seem to indicate that the Applicant is not certain that a project will be viable or that infrastructure funding would be deployed; projects at this early stage of development are not a fit for ETS funding.

48. Is Reduced Match 1 Eligibility utilizing median income confined at the smallest level to City Limits? What about subareas like Census Tract for larger cities like Seattle?

For Match Option 1, we cannot permit sub-area data at this time. This is due to the median income dataset utilized being at the municipal level.

It is worth noting that Match Option 2 Environmental Health Disparity data does operate at the census tract level. Additionally, reduced match options should be viewed as an extraordinary opportunity for an exceptional circumstance, and they have been calibrated to align with geographic differences experienced by communities across the state.

49. Is there a Word or PDF document available with all of the pre-application and full application questions shown

Not at this time. All questions can be viewed via ZoomGrants.

50. What restrictions are there on match source?

Federal funds cannot be matched with other federal funds. Additionally, Eligible Applicants must provide a minimum of 51% of the required match. Eligible Applicant partners who do not have undue influence over the project and are giving funds in the form of a grant or loan may contribute to the minimum of 51% of the required match. Eligible Applicant partners who may have limited influence and limited ownership interest in the project may provide the remaining 49%. More information on match requirements can be found in RFA SECTION 1.4 FUNDING.

51. Is it a requirement for these charging stations to be public-facing? We're interested in putting them into our fleet maintenance center.

A charging station accessible to a government fleet would meet the Program's project end-use requirement (listed as item #5 under the heading "Project" in RFA SECTION 1.3 MINIMUM QUALIFICATIONS), as it would fall under "b) Local Government Fleet Vehicles". "Public Charging" is the only end use that has a requirement to provide 24/7 unrestricted public access.

52. If providing a plugin for an electric ferry, we don't have to provide access to the public?

For the project end-use requirement (listed as item #5 under the heading "Project" in RFA SECTION 1.3 MINIMUM QUALIFICATIONS), "Port – Marine or Aircraft" is one of six of the eligible end uses. "Public Charging" is the only end use that has a requirement to provide 24/7 unrestricted public access.

53. Regarding innovation in implementation or deployment strategies, if an eligible primary applicant uses a leasing model, but the service provider (not the primary applicant) holds the title to the charging station, is this situation eligible?

Lease agreements as described may be permissible under the ETS program, provided they meet all other minimum qualifications outlined in the RFA, and provided all subcontracts under the award align with Commerce standard terms and conditions (including flow-down). Particular attention should be paid to match requirements described in RFA SECTION 1.4 FUNDING and to the requirement stated in the response to question 38, above, that the primary Applicant must have full access to and control over the EVSE for the initial five year operational window described in RFA SECTION 1.2 OBJECTIVES AND SCOPE OF WORK.

54. Can the host property apply lease amount as match?

“Purchase or rental of real estate” is listed as a non-eligible cost in SECTION 1.2 OBJECTIVES AND SCOPE OF WORK. Match provided by the applicant must be for eligible cost items.

55. Regarding state funding versus federal, can I specify whether I want state or federal funding?

Yes. There is a section to designate desired funding source, but there is no guarantee of which funding will be awarded.

56. Are state agencies eligible?

A state agency cannot be the primary applicant, but can partner with primary eligible applicants to apply.

57. Where can I find the total funding available and state and funding availability split?

The federal and state funding split is described in RFA SECTION 1.4.

58. If for a local government fleet, is there flexibility on the requirement that DCFC be compatible with both CHAdeMO and CCS?

The RFA has been revised. Equipment minimum qualification #5 in RFA SECTION 1.3 MINIMUM QUALIFICATIONS has been adjusted so it only applies to projects serving the “Public Charging” end use. All projects claiming that end use on the corresponding application question(s) must include dual-protocol charging, compatible with both CHAdeMO and CCS charging ports, for level 3 charging (or DCFC) EVSE. Projects that will not provide “Public Charging” as defined in RFA SECTION 1.7 DEFINITIONS are not required to provide dual-protocol charging for level 3 charging (or DCFC) EVSE.

59. For dual port requirement, do fast chargers have to be able to charge two vehicles simultaneously or just have dual port?

The charger must have dual port, but does not have to be able to charge two vehicles simultaneously.

60. Can lead applicants submit multiple letters of interest? March 5 is not much time for partnerships development.

Please see our response to Q&A Question #22, above. Applicants that intend to submit multiple Applications should submit one LOI corresponding to each application to be submitted.

61. Will the applicant be responsible for meeting governors executive order 05-05 requirements or will DOC be doing this?

Applicants/Grantees will be responsible for meeting executive order 05-05 requirements, as well as federal Section 106 requirements if the Applicant receives federal funds.

62. For project minimum qualifications, does this exclude rail operations and support equipment?

As currently written, yes, rail operations and support equipment are excluded.

63. Does in-kind labor count as match? We have the crew and electricians on staff for installation purposes and would like to know whether their standard time charged would count as match dollars.

Potentially, but such costs would have to relate directly to the installation of what Commerce is paying for. Beyond that, no.

64. Will Commerce pursue this award amount per project for this RFA? "\$100,000 or less to 20 awards, and \$2,500,000 to two awards"

As stated, Commerce reserves the right to limit awards of \$100,000 or less to 20 awards, and \$2,500,000 to two awards. We are not committing to doing so at this time.

65. For a battery electric marine vessel as mentioned earlier, would funding only be able to be applied to shoreside charging infrastructure, as opposed to systems on board a vessel?

The funding cannot go toward rolling stock, so funding could only be applied to shoreside charging infrastructure in this case.

66. What is the project completion timeline?

Updated 4/6/2020: As stated on page one of the RFA, the estimated time period for contract is 5/26/2021–5/25/2024.

67. From the time the applications are due, when are the applications evaluated?

Updated 4/6/2020: Please see RFA SECTION 2.2 ESTIMATED SCHEDULE OF PROCUREMENT ACTIVITIES.

68. Is there an expectation for multi-users? What is being sought here?

The ETS RFA describes a priority of aligning with the policy objective of serving multiple end-users or users. For example, the chargers outside of Commerce, those are available to government fleet, employees, and the public. These chargers see high levels of utilization.

69. On the reduced match requirements, how tight are the requirements?

There is no flexibility on reduced match requirements.

70. What is the education requirement?

This is a component of the application, and applicants can use that narrative response to describe an outreach and education strategy that is a fit for their project and community. The goal of including an outreach and education component is in part to help encourage utilization of funded projects, and in part to align with the objective of driving increased equity of access to EVSE.

71. Lacey, Olympia, Tumwater, Thurston County have an environmental action plan they're working on. Can they piggyback on their campaign for the local campaign for the outreach component?

There needs to be a genuine effort and not just passing comments. Include additional detail in the Education/Outreach Plan, and refer to the RFA for further guidance on how the Education /Outreach plan will be evaluated. They should also keep in mind policy objectives such as serving highly impacted and vulnerable communities and innovating to reduce barriers.

72. Is there an expectation for in person presentation of our projects prior to awarding of funds or is it solely based on the pre application and application submitted by May 5th?

There is no intention at this time to conduct in-person interviews, and only a review of applications is planned at this time. Commerce reserves the right to request additional information or conduct in-person presentations as necessary.

73. Listening to Electrification of Transportation Systems (ETS) Grant phone webinar but can't bring it up on skype, can you send me the PowerPoint presentation?

The Bidder's Conference PowerPoint and a full recording of the webinar will be uploaded to the website soon.

74. Will you be providing a list of attendees from the webinar to all applicants or via the website? / Will the call-in/sign-in list be posted?

A partial list of virtual and in-person meeting attendees is on page 1 of this document. This information is based on publicly available and voluntarily provided information. Please email CEF@commerce.wa.gov with name and organization represented if you are interested in being included

75. Will you be providing any feedback to applicants based on the Letters of Intent, prior to the application due date? Will any applicants who submit letters of intent be turned down for continuing to the full application?

Commerce will not provide any feedback to applicants based on non-binding letters of intent. If an Applicant's letter of intent is deemed to be incomplete, their Letter of Intent may be considered non-responsive and the Applicant may be ineligible to complete an Application corresponding to that Letter of Intent. To ensure alignment with Letter of Intent informational requirements, applicants should utilize the letter of intent template provided in the Attachments section of the ZoomGrants Application Portal (at the link provided in RFA SECTION 2.1 RFA COORDINATOR)

76. Can a project include several locations if each location qualifies for the same match, even if the individual locations are in different communities (i.e. a network of chargers along the same route)?

There is no requirement for this program that project sites be located in the same municipality. As stated in the RFA, all comprising project sites must meet the minimum criterion for a given Reduced Match Option for that project to be eligible for reduced match.

77. On that note, can an individual entity submit more than one application if the projects are distinctly different?

Please see our response to Q&A Question #22, above.

78. If an entity intends to submit more than one application, does each potential application require an individual letter of intent?

Yes.

79. When will you stop accepting questions?

Updated 4/6/2020: Please see RFA SECTION 2.2 ESTIMATED SCHEDULE OF PROCUREMENT ACTIVITIES.

80. I haven't actively been tracking the development of the WA ETS program but saw that it recently opened. Do you have any background on how the eligibility requirements were determined? Was there a public stakeholder input process?

There was a lengthy public stakeholder input process for the ETS program, including the release of a preliminary draft of the RFA in January 2019, a public meeting in April 2019, and review and incorporation of over 100 stakeholder comments into the final version of the RFA. This process heavily informed eligibility criteria for the program.

81. Can the match be in the form of maintaining the equipment?

According to RFA SECTION 1.4 FUNDING, Funds claimed as match must be eligible costs as described in SECTION 1.2, Objective and Scope of Work. One of the ineligible project costs listed in SECTION 1.2 is "Maintenance costs".

82. Can the match be in the form of purchasing EVs?

According to RFA SECTION 1.4 FUNDING, Funds claimed as match must be eligible costs as described in SECTION 1.2, Objective and Scope of Work. One of the ineligible project costs listed in SECTION 1.2 is "Rolling stock".

83. What does it mean to be "expected to be utilized upon installation"? If it's a fleet, does the fleet have to already own a certain # of EVs per charger?

As stated in RFA SECTION 4.2 B.iii.c Utilization, which concerns the evaluation of utilization plans, Applicants are expected to demonstrate known and forecasted use of proposed projects in order to minimize risk of stranded assets and to accelerate market transformation efforts in Washington.

Because of the wide range of eligible projects and the competitive nature of the award, there is no single formula to receive top points on the utilization plan, however Applicants are encouraged to seek creative solutions to boost utilization. Applicants may also benefit from reviewing the priority electrification policy areas listed in RFA SECTION 1.2 OBJECTIVES AND SCOPE OF WORK.

84. If we have a utility company plans to spend a "certain amount" on EVSE over the course of three years, and they are a partner to the lead applicant, can their "certain amount" be considered as match?

See response to Q&A Question #85 below for requirements about match funding sources. Additionally, according to RFA SECTION 1.4 FUNDING, "Match funds must be cash that is

committed and available at the time of contract execution... Funds claimed as match must be eligible costs as described in SECTION 1.2, Objective and Scope of Work.” The description of what constitutes eligible costs in SECTION 1.2 includes the following: “All project costs must be necessary for and directly connected to the acquisition and installation or upgrading of the electric vehicle charging station.”

In short, in addition to aligning with the response to Q&A Question #85, any match funds provided by the utility in question must also be committed to the project at the time of contract execution and must be for costs that are necessary for and directly connected to the project.

85. Does the lead applicant have to provide any of the match funding?

As stated in RFA SECTION 1.4 FUNDING, “Eligible Applicants must provide a minimum of 51% of the required match. Eligible Applicant partners who do not have undue influence over the project and are giving funds in the form of a grant or loan may contribute to the minimum of 51% of the required match. Eligible Applicant partners who may have limited influence and limited ownership interest in the project may provide the remaining 49%.”

86. We are WA State Criminal Justice Training Commission serving all Law Enforcement Agencies. Question 1- can you apply for a 100% grant for a 12units level 3 charging station, 150k. That can be utilized by the public and agency use.

Commerce cannot advise on the suitability of specific projects for an award. Per RCW 43.101.020, the WA State Criminal Justice Training Commission is a state commission. Only Local Governments and Retail Electric Utilities as defined in Section 1.7 of the RFA are primary eligible applicants for this award. The WA State Criminal Justice Training Commission would have to partner with a primary eligible applicant to be eligible for this award. Furthermore, Applicants should read RFA SECTION 1.4 FUNDING for more information on match requirements and RFA SECTION 1.3 MINIMUM QUALIFICATIONS for more information on minimum eligible end uses.

87. The City will be applying for a grant and I have already submitted our LOI. I assume that once it is uploaded via the Zoom Grant portal, you consider that submitted and there is nothing else required on my part to submit it?

Correct. Letters of Intent (LOI) will be judged to be submitted on time if they are uploaded in the ZoomGrants portal at the moment of the LOI deadline. Once they have uploaded their completed LOI, Applicants may make revisions and upload a new version until the LOI deadline. Applicants should not upload, delete, or revise their LOI after the LOI deadline..

88. Also, I am a little confused about the requirement to furnish Staff Resumes. Would this be for the staff listed in the LOI? Other than managing the project for the City, I will not be performing any assigned work and bring no skills to the table as far as it pertains to EV charging stations.

We are not requesting resumes upon submission of the Letter of Intent. To submit a Letter of Intent, Applicants should fill out the Letter of Intent template word document available under the

“Attachments” tab of the ZoomGrants application portal and upload it in the appropriate location under the “Attachments” tab of the ZoomGrants application portal.

Resumes are requested for the full application submission. Applicants should refer to RFA SECTIONS 3.2 B.i.b and 3.2 D.ii for more information. There is no standard format for resumes, and resumes uploaded should be of staff included in the Applicant’s response to the question entitled **Staff Qualifications and Experience** under the Management Proposal.

89. Finally, I have a letter from our Retail Electric Utility (PSE) to submit as an attachment but it’s from last summer when I started to prepare for applying for this grant. Can I use that letter as there have been no changes or should I have PSE send me a new letter with a more recent date?

There is no requirement that the Letter from the Retail Electric Utility (a component of the Full Application, see RFA SECTION 3.2 D.i) be sent within a given date range. An Applicant’s Letter from the Retail Electric Utility should reflect the scope of their project.

90. The Port of Seattle (the Port) would like to apply for Commerce’s Electrification of Transportation grant and seeks your guidance on the category that best fits our proposal. The Port meets the minimum qualifications for both Local Government and Port definitions in Section 1.3 of the ETS-RFA. The port definition specifically includes ground support equipment (GSE) for ports. The Port seeks grant funding to install 10 fast charging stations to be used by transportation network companies (TNCs) such as Lyft and Uber vehicles that transport passengers to and from Sea-Tac Airport. TNCs serving the airport must adhere to strict environmental limits set by the Port. We believe this project would fall under the Port category (5.f on page 6 of the ETS-RFA) because these chargers would be installed and operated by the Port, similar to our eGSE charging stations on the airfield. Only TNCs would have access to these chargers. This is consistent with the Port restricting access to the airfield chargers to the airlines and baggage companies (owners of the eGSE). Could you please confirm that our project would qualify under the port category (5f)?

The minimum qualification for Projects in RFA SECTION 1.3 #5 refers to the end uses of the EVSE, and the inclusion of GSE is intended to be illustrative and not limiting. EVSE installations that serves TNCs that in turn serve a port would qualify as “Port – Marine or Aircraft” under this minimum qualification.

91. Do we need more specifics on the infrastructure such as the approximate battery size etc.?

While Applicants are not required to submit technical details beyond the minimum qualifications listed in RFA SECTION 1.3, a greater degree of technical specificity will typically help Applicants to demonstrate their readiness to undertake the proposed project and help reviewers to understand the impact of the proposed grant funding.

92. Can the utility receive multiple awards as we are trying cover an array of use cases and technologies?

The RFA does not specifically preclude one entity from receiving multiple awards. Applicants should be aware of Commerce’s response to Q&A Question #22, above.

93. Are there strict definitions for the categories listed in Question 2.03 of the Letter of Intent template? We want to make sure we choose the right category.

Responses to this question will be used to decide on evaluation groupings as described in SECTION 4.2 EVALUATION BREAKDOWN. There are no strict definitions for the categories offered by Commerce, and Applicants should choose the potential grouping that they believe best aligns with their proposed project. If the Applicant feels that none of the existing groupings accurately describes their primary project type, the Applicant may choose “Other” and self-describe their primary project type. Commerce reserves the right to determine which application grouping best describes a particular project, to change application groupings after the closure of the application window, or not to utilize evaluation groupings for its evaluation of applications for this program.

94. Regarding the match for the grant, can it be an “in kind” such as labor or material?

Please see Commerce’s response to Q&A Question #63. As noted in RFA SECTION 1.4 FUNDING, Funds claimed as match must be eligible costs as described in SECTION 1.2, Objective and Scope of Work.

95. Can you send me any examples of resumes you’re asking for with the letter of intent?

Please see the response to Q&A Question #88, above.

96. Amongst our group of partners, we are still determining who can take on the role of “lead applicant”, is there any harm in submitting two LOIs (with different lead agencies identified) but describing the same project. Point being, our partners/project description will be the same, but the lead might differ.

Applicants may submit two LOIs describing the same project. If possible, Applicants should note where LOIs covering the same project have been submitted, as this will affect application review planning.

NOTE: Applicants should be aware that this same principal does not apply to submitted Applications, and should read the response to Q&A Question #22 above and RFA SECTION 2.11 MOST FAVORABLE TERMS for more context.

97. Which document(s) are required for submission for the Letter of Intent deadline on 3/5?

Applicants should fill out and upload the Letter of Intent template available in the ZoomGrants Application Portal (linked in RFA SECTION 2.1 RFA COORDINATOR). The Letter of Intent is the first document requested under the “Attachments” tab of the Application, and the only document that Applicants are required to upload by the Letter of Intent deadline listed in RFA SECTION 2.2 ESTIMATED SCHEDULE OF PROCUREMENT ACTIVITIES. Other document

requests listed under the “Attachments” tab are attachments required for submission upon the Applications deadline.

98. Is there any harm to submitting a Letter of Intent if we’re not certain whether we’ll be an eligible applicant?

When in doubt, Applicants should submit a Letter of Intent. To be eligible to submit an application to this solicitation, the Applicant must first submit a Letter of Intent using the procedure outlined in SECTION 2.4 LETTER OF INTENT REQUIRED of this RFA, by the Letter of Intent deadline stated in SECTION 2.2 ESTIMATED SCHEDULE OF PROCUREMENT ACTIVITIES.

99. New paving is not an eligible cost, but is replacement/repair paving (for example, pavement cut for installation) an eligible cost?

Yes, where necessary for and directly connected to the acquisition and installation or upgrading of the electric vehicle charging station. Applicants should note that all project costs are subject to contract negotiation and COMMERCE is under no obligation to fund all requested project costs when determining an award.

100. Is pavement cutting an eligible cost?

Yes, where necessary for and directly connected to the acquisition and installation or upgrading of the electric vehicle charging station. Construction materials and personnel costs related to installation are listed as eligible costs. Applicants should note that all project costs are subject to contract negotiation and COMMERCE is under no obligation to fund all requested project costs when determining an award.

101. Can the EV charging station warranty be included in the eligible cost?

If the selected EVSE requires that an Applicant pay an extra fee to meet the minimum equipment warranty requirement described in RFA SECTION 1.3 MINIMUM QUALIFICATIONS, Applicants may include that cost in their application narrative questions and project cost proposal. Applicants should note that all project costs are subject to contract negotiation and COMMERCE is under no obligation to fund all requested project costs when determining an award.

102. EVSE electrical supply cost is an eligible cost, I’m assuming this is the cost for the utility to bring the necessary power components (transformers, conductor, etc) to the EV charging site?

The exact language used in RFA SECTION 1.2 OBJECTIVES AND SCOPE OF WORK is “EVSE electrical connectivity”. Please see our response to Q&A Question #20, above.

103. And, “Electric supply costs” – an ineligible cost, would be the actual monthly ongoing costs to run the equipment?

Ongoing electric supply costs and equipment maintenance costs are listed as ineligible costs. Any other ongoing costs would need to be discussed as part of the contracting process, but would likely be ineligible as ETS monies are intended for the purchase and installation of EVSE. Applicants should note that all project costs are subject to contract negotiation and COMMERCE is under no obligation to fund all requested project costs when determining an award.

104. I can't tell if you would consider or not a solar project at our road maintenance/solid waste properties in Snohomish County for the Public Works Department. If we were to do a solar project that helped charge electric vehicle charging stations and also provided a minimum of backup power with possible battery storage for us to be able to operate during emergencies. This would allow us to do work to keep open transportation lifeline routes during emergencies if power is out. Would this grant cover that kind of a project?

The Electrification of Transportation Systems program specifically funds projects that include the purchase and installation of Electric Vehicle Supply Equipment, which is defined as "a unit of fueling infrastructure that supplies electric energy for the recharging of electric vehicles." (see RFA SECTION 1.7 DEFINITIONS). Each project must install a minimum of one, dual-plug connector EVSE, unless the Applicant can demonstrate no dual-plug EVSE is available that can serve the purpose of the project while meeting this requirement (see RFA SECTION 1.3 MINIMUM QUALIFICATIONS).

That being said, it is a strategic priority of the program to support projects that are designed and implemented to address peak demand and grid impacts that otherwise would have resulted from the operation of the EVSE. Such load management strategies, including hardware such as solar and battery storage, are listed eligible expenditures. Applicants pursuing such a project should take care to explain in detail how load mitigation strategies are to be integrated with the EVSE, both operationally and in terms of project infrastructure (hardware and software as needed), as well as any other pertinent details. Applicants should note that all project costs are subject to contract negotiation and COMMERCE is under no obligation to fund all requested project costs when determining an award (RFA SECTION 1.2 OBJECTIVES AND SCOPE OF WORK).

105. Is it required to be part of a network or just capable of supplying the data requested?

There is no strict requirement that the EVSE be connected to a network, however the Grantee must be able to readily produce the requested data upon Commerce's request (unless EVSE is not able to provide this information per the appropriate exemption process outlined in RFA SECTION 1.3 MINIMUM QUALIFICATIONS).

106. Can the charging stations we install have a card swipe or do they need to be free?

Please see Commerce' answer to Q&A Question #3, above.

107. If our utility has multiple projects we would like to apply for, can we submit separate letters of intent for multiple projects? Or should we include all potential projects under one letter of intent? Let us know what would be the best approach here.

Please see our response to Q&A Question #22, above. Applicants that intend to submit multiple Applications should submit one LOI corresponding to each application to be submitted.

108. If our projects involve partnerships with community partners or customers, will Tacoma Public Utilities have to own the infrastructure being applied for or can the customer/community partner own the infrastructure? Can you provide some guidance around ownership?

Please see our response to Q&A Question #38, above.

109. I do not see a signature line on the LOI. Is that required when submitting the LOI this week?

No.

110. I just want to confirm that our Letter of Intent is received by Department of Commerce for the Electrification of Transportation Systems grant. I went to the ZoomGrants application portal and uploaded the LOI on the “attachments” tab. Is that sufficient? I didn’t see an option to submit or send.

Due to the expected volume of applications, we cannot provide individual confirmation of Letter of Intent (LOI) receipt for individual Applicants prior to the LOI deadline. After the LOI deadline, Commerce will send a confirmation to all Applicants who have successfully submitted a Letter of Intent. Commerce will consider a Letter of Intent to be submitted if it is uploaded to the Letter of Intent document request under the Attachments tab of the ZoomGrants application portal, at the time of the deadline listed in RFA SECTION 2.2 ESTIMATED SCHEDULE OF PROCUREMENT ACTIVITIES. Applicants should **not** edit or delete their Letter of Intent after the LOI deadline. Any deletions of or changes to the Letter of Intent upload after the LOI deadline may result in disqualification of that LOI.

111. Will you please define electric supply costs vs. load management?

For the purposes of eligible and ineligible costs described in RFA SECTION 1.2 OBJECTIVES AND SCOPE OF WORK:

Electric supply costs: any expense made to the load serving entity (i.e., electric utility) for the delivery of electric service.

Load management: Hardware, software, consumer outreach, and other practices that beneficially impact the way in which the EVSE is used, such that load is beneficially managed to support grid operations and ratepayer impacts.

112. We are looking at two locations for public charging. One location is 2/10 on the Environmental Health Disparities map, the other is 8/10. Which match ratio would this qualify for? Do we need to submit separate applications for these locations?

Please see RFA SECTION 1.4 FUNDING. For both reduced match options, each of the proposed sites must meet the applicable reduced match criterion to make the project eligible for reduced match. As stated during the Pre-Application Conference, this should be viewed as an extraordinary opportunity for an exceptional circumstance. If an application has two sites, one with an Environmental Health Disparities rank of two and the other or eight, that project would not be eligible for reduced match under reduced match Option 2.

113. One of the Port of Vancouver's main marine tenants is Subaru which plans to start electrification of their fleet in 2022 and be fully electric by 2030. Under the Port section of the ETS grant, would providing charging stations to support imported Subaru's qualify for the ETS program?

The minimum qualification for Projects in RFA SECTION 1.3 #5 refers to the end uses of the EVSE, and the inclusion of ground support equipment is intended to be illustrative and not limiting. Projects are eligible for the "port" end use as long as they directly and meaningfully support port operations and the specified function(s) do not otherwise fit the other end-uses listed under RFA 1.3.

114. We are in the process of developing a project with a city in our service territory for the ETS CEF3 grant and are determining who would be best suited to apply. If one of us submits the LOI this week, does that same entity also need to submit the full application for that project, or could we switch to have the other entity be the prime applicant?

Please see Commerce's response to Q&A Question #96, above.

115. Is ZoomGrant and the RFA setup such that 1 Applicant representing the City of Tacoma (1 corporate entity), may upload multiple LOIs to 1 ZoomGrant Account to meet the March 5th submittal requirements?

Yes. Applicants planning to submit multiple applications may begin multiple independent applications within the ZoomGrants portal. Applicants submitting multiple LOIs should create one ZoomGrants application for each LOI/Application that they plan to submit, and upload each LOI under its corresponding ZoomGrants application.

116. I see that the minimum request is \$25,000 with a 1 to1 match making it a \$50,000 project. What if the completed project does not meet that dollar amount? Can a maintenance plan be included in the project cost?

Unfortunately, Commerce is not able to make awards of less than \$25,000 for the purposes of this program. The minimum total project size would be \$50,000, *if* it is operating under a 1:1 match requirement. If the Applicant applies for and is deemed eligible for reduced match options outlined in SECTION 1.4 FUNDING, the total project size may be smaller (if operating under a

1:5 match requirement, the total minimum project size would be \$30,000. If operating under a 1:10 match requirement, the total minimum project size would be \$27,500). Maintenance costs are listed as ineligible, non-reimbursable expenditures in RFA SECTION 1.2 OBJECTIVES AND SCOPE OF WORK.

117. Is Section 2.11 Most Favorable Terms ,indicating that the Applicant use their best judgement as to what applications will be most favorably scored in the WDOC selection process?

Along with other key information, RFA SECTION 2.11 MOST FAVORABLE TERMS indicates that for a given project, the Applicant should submit the version of that project that best aligns with the objectives and scope of work of the ETS program. The objectives and scope of work are in turn reflected in the scoring criteria. As stated in our response to Q&A Question #22, above, “Applicants should not submit multiple applications for the same project, and COMMERCE reserves the right to deem an application ineligible if it is found to cover substantially the same project as another submitted application.”

118. Does Section 2.11, when placed in the context of the overall RFA, also imply it is Most Favorable Terms” when the Applicant combines multiple similar projects into 1 Application AS LONG AS 1) all projects adhere to all laws pertaining to funding source, 2) Quarterly reports to WDOC provide adequate clarity on progress, AND 3) that the organization has the capability to administer 1 grant for multiple projects / departments / contractors / beneficial end users?

Not necessarily – it will depend on the project or project(s) in question. In attempting to determine which version of their project will score most highly, applicants may find RFA SECTION 4.2 EVALUATION BREAKDOWN useful.

119. I would just like to confirm the Metropolitan Planning Organizations (MPO) and Regional Transportation Planning Organizations (RTPO) qualify as an eligible lead applicants under the local government definition.

MPOs and RTPOS qualify as primary eligible applicants under the local government definition. As with all applicants, MPO/RTPO must still fulfill all other minimum qualifications described in the RFA to for their application to be deemed eligible.

120. Will there be future ETS grant solicitations?

The ETS Program is funded as part of CEF 3 funding enacted in Section 1013 (6) of Substitute Senate Bill 6090. No future solicitations are currently planned for the ETS program.

121. I submitted a Letter of Intent this morning, for the Electrification of Transportation Systems Grant. Here (below) is what I see on ZoomGrants. Are there any additional steps I need to take?

Please see our response to Q&A Question #110, above.

122. I represent two institutions of Higher Education, Pierce College and Bates Technical College that are defined as state agencies by the State Board of Community and

Technical Colleges. Are state agencies such as these eligible to submit letters of interest as the primary applicant? Or, would we partner with our local utility company?

Please see our response to Q&A Question #10, above.

123. I understand that the Letter of Intent must be submitted by 3pm 03/05/2020 but does the Pre-Application need to be submitted by that time as well or does the LOI just make us eligible to then move forward with the Pre-Application? If so, is the Pre-Application due the same time as the Application?

The Pre-Application and the Full Application are both components of the Application described in RFA SECTION 3 APPLICATION CONTENTS. The Letter of Intent is the only document that Applicants are required to submit for the Letter of Intent Deadline.

124. I submitted my letter of intent for the Electrification of Transportation Systems for the City of Anacortes in zoom grants yesterday, if possible can you check to see it and that it was done correctly.

Please see our response to Q&A Question #110, above.

125. Is the funding federal? I thought it was related to VW settlements to the state, but wanted to clarify if it's marked federal

Please see RFA SECTION 1.4 FUNDING. In this round of the ETS program, \$7,663,000 in Washington State funds and up to \$3,007,000 from U.S. Department of Energy American Recovery and Reinvestment Act (ARRA) federal funds will be competitively awarded. Applicants will have the chance to specify a preferred type of funding. Commerce cannot guarantee that Applicants with received their preferred funding type if they receive an award.

126. We have two project site considerations for EV station installs

- a. Is it okay if we submit two LOI's? Or is the preference one LOI identifying "multiple locations" ?
- i. One project is partially funded already by Kirkland, supplanting presents an issue here if fed
- ii. The other site is not funded, so supplanting isn't a concern

Please see our response to Q&A Question #107, above.

127. Confirming the stations can be used for internal fleet vehicles and are NOT required to be public facing/accessible

Please see our response to Q&A Question #51, above.

128. A quick question on the LOI. For Section 1.05 and 1.06, are you looking for the person responsible for submitting the grant (our grants manager) or the CEO, the person granted the signing authority by our Board? Thank you for the clarification.

For Section 1.05 and 1.06 of the LOI, Applicants should fill in information corresponding to an individual granted signatory authority for the primary applicant.

129. We received a notification from the application portal that our DUNS did not correspond to a tax exempt organization. Will this jeopardize our application or LOI submission?

Certain primary eligible ETS applicants are not tax-exempt entities. As long as the Applicant is a primary eligible applicant under the definitions outlined in the ETS RFA, there should not be any issue with applicant eligibility related to their tax status.

130. I am not noticing the location to submit the Letter of Intent through the portal. Please advise.

Please see Commerce's response to Q&A Question #110, above.

131. If a project is not in the counties listed below, will the project be considered? **EPA National Scale Air Toxics Assessment (NATA)** List the project sites in counties qualified as NATA Counties under NATA (which are located in Clark, King, Pierce, Skagit, Snohomish, or Whatcom Counties).

Yes. There is no minimum qualification listed in RFA SECTION 1.3 MINIMUM QUALIFICATIONS that pertains to NATA. NATA is a scoring criteria for full applications, as described in RFA SECTION 4.2 B.iv.b b. EPA National Scale Air Toxics Assessment (NATA).

132. Can you please confirm that Commerce has received three LOI's applying to the ETS program from King County (1) and King County Metro (2)?

Please see Commerce's response to Q&A Question #110, above. Commerce is still processing a high volume of LOIs and will send notifications to all Applicants when we have completed our administrative review.

133. I saw the letter of intent (LOI) deadline was 3/5. Is it still possible to submit a letter of intent and/or application?

Updated 4/6/2020: The mandatory letter of intent deadline has passed for Retail Electric Utilities and Local Governments. The mandatory letter of intent deadline for Federally Recognized Tribal Governments is upcoming and listed in RFA SECTION 2.2 ESTIMATED SCHEDULE OF PROCUREMENT ACTIVITIES. Only Applicants that have submitted letters of intent prior to the letter of intent deadline for their corresponding applicant type will be eligible to submit applications for this award. Individuals interested in future clean energy fund solicitations should sign up for updates on Commerce's clean energy fund [website](#).

134. In light of the COVID-19 outbreak, will Commerce still be holding the outreach events referenced during the pre-application conference?

Planned in-person outreach related to this program has been cancelled pending further developments. Commerce will endeavor to provide appropriate application support to applicants via the Question & Answer process outlined in the RFA, and through additional informational resources as needed.

135. I'm curious to learn which public agencies submitted Letters of Intent to apply for ETS funding. Is a list of eligible applicants be available?

Commerce does not intend to publicly release a full list of Letter of Intent submitters at this time.

136. There are potential legislative changes to ETS that would include Federally Recognized Tribal Governments as eligible applicants for the award. If these pass into law, how would Commerce respond?

Please see the updated answer to Q&A Question #24, above.

137. Would it be possible to amend our Letter of Intent to reflect the \$2,500,000?

There is no need to amend Letters of Intent to reflect differences between the Letter of Intent and Application. Letters of Intent are non-binding, and Project and Funding Information may change between Letter of Intent and Application.

138. We're a small city working on an application for ETS. We have a limited numbers of businesses we work with on a regular basis. What are you looking for when you ask for a business reference? What would be an acceptable business reference for a small city in our situation?

"Business" in this context does not refer to a particular organization type. Instead, it refers to the requirement that the references in question can speak to the organization's and individual's relevant professional/business accomplishments. References may be any individual external to the Applicant's own organization who can speak to the Applicant's ability to carry out the proposed project. Examples may be collaborators on past infrastructure projects or previous funders of such projects. References may not be employees of Commerce.

139. Is there any consideration of extending the deadline for the ETS grant? It will be difficult for us to complete this grant in a timely manner without their input if the curve of COVID-19 doesn't flatten.

Commerce has received multiple inquiries requesting an extension of ETS program timelines. We are currently considering an appropriate extension to program timelines. Notifications will be sent to eligible LOI submitters as soon as more information is available.

Update 4/6/2020: Commerce has posted an updated RFA to the program [website](#) that reflects an updated solicitation timeline and updates to primary applicant eligibility.

140. According to the NOFA Section 4.7.A REQUIREMENTS OF SUCCESSFUL APPLICANTS: *Are responsible for all costs incurred prior to the execution of a contract and not have the expectation for reimbursement of those costs.* However the QA 3-17-2020 in response to Question 26. states: *ETS monies cannot be used to fund project costs incurred prior to Commerce's issuance of the award letter.* Could you please clarify if costs eligibility begins at point of award letter issuance, or at execution of an award contract?

Commerce has the ability to permit reimbursement for project costs incurred as early as the date that award letters are issued to successful applicants, however this is subject to contract negotiation and successful applicants have no expectation of reimbursement for these costs. Successful applicants interested in reimbursing for expenditures incurred prior to contract execution should notify their Commerce contract manager at their earliest convenience so that this can be addressed.

141. If the ability to start spending begins at the time Commerce issues the award letter, can you provide a rough idea of how far in advance of the actual award contract that letter might be issued?

Information on the program timeline can be found in RFA SECTION 2.2 ESTIMATED SCHEDULE OF PROCUREMENT ACTIVITIES. Award letters will be issued when “Apparent Successful Grantees” are announced and notifications to unsuccessful applicants sent. A projected timeline for contract negotiations is also provided. Commerce reserves the right to revise this schedule.

142. At this time, do you anticipate any changes to the ETS procurement schedule given the COVID-19 situation?

Please see our answer to Q&A Question #139, above.

143. Do you know if Commerce expects to adjust the timing, amount, or other items related to the EV grant opportunity? And if so, do you know when that might be announced?

Please see our answer to Q&A Question #139, above. Changes will be announced in the coming weeks.

144. If a grant application has several charging locations identified and they fall into different match levels, i.e. one location qualifies for 1:1 match while another one qualifies for a 5:1 or 10:1 match, how will that be handled? Will the match amount required be determined by the individual locations in the grant, or will the grant require the highest match for all the locations? An example would be if 2 locations qualify for a 5:1 match and 1 locations qualifies for a 10:1 match and 2 locations qualify for a 1:1 match. What will the grant match be?

Please see RFA SECTION 1.4 FUNDING. Reduced match options should be viewed as an extraordinary opportunity for an exceptional circumstance. To be eligible for reduced match, *each* of a project’s sites must fit the eligibility criterion for that reduced match option. In the example given, the match ratio would be the standard 1:1.

145. Given the post COVID-19 uncertainty, are we able to withdraw an application after submittal if we no longer have the available funds to contribute?

Yes. Additionally, it may be noted that Commerce reserves the right to reduce award amounts to ensure minimum match requirements are met.

146. I am curious who the required signatory will be for the ETS grant? Would the Port's Executive Director be sufficient, or do we need a signed commission resolution? I trying to manage the application while much of our staff and leadership are working from home. Any thoughts are welcome.

As stated in RFA SECTION 2.5 SUBMISSION OF APPLICATIONS, The Letter of Submittal and the Certifications and Assurances form must have a scanned signature of the individual within the organization authorized to bind the Applicant to the offer. It is up to the applicant to determine which individual this would be, as well as what internal approval process is needed.

147. The RFA defines a "Multi-Unit Dwelling: A resident building composed of four or more distinct dwelling units and that has off-street parking." Would university housing complexes count as acceptable MUDs?

Yes, assuming they are composed of four or more distinct dwelling units and have off-street parking.

148. In light of the restrictions to essential businesses due to COVID-19, there are requirements of the grant that my team is worried about accomplishing by the May 5 deadline. I have seen in the Q/A that Commerce is considering extending the deadline. When will information regarding the effects of COVID-19 on the grant process be sent out to grant applicants?

Updated 4/6/2020: Please see our response to Q&A Question #139. ~~We will make information about changes public as soon as they are available.~~

149. *Page 5 & 6 of 1.3 MINIMUM QUALIFICATIONS Equipment (6) The EVSE hardware must be commercially available in Washington State.* Skagit County has performed extensive research on batteries and charging components with regard to our Electric Ferry and Shore-Side Facility Project(s) and base on this research we have not found a company or components that are available or manufactured within Washington State or the United States for that matter. Based on this information and the minimum qualifications for equipment line 6), would this disqualify our project?

Commerce recognizes that not all EVSE applications will have progressed to the stage of widespread standardization and "off-the-shelf" availability. Equipment requirement #6 under RFA SECTION 1.3 MINIMUM QUALIFICATIONS is not intended to limit EVSE employed to equipment manufactured in Washington State, and EVSE manufactured to the specifications of the specific project is acceptable as long as said equipment a) complies with all relevant laws and regulations and b) is manufactured in line with pertinent industry standards and certifications.

150. Full Application Evaluation vii. EVSE (up to 25 points)

- a. Number of Plugs (RFA SECTION 3.2 A.ix) A greater number of plugs across project sites will receive more points

- b. Payment method accessibility (RFA SECTION 3.1 E.ii – submitted as component of the Pre-Application) Projects providing more options for payment will receive more points.
- c. Hardware and software interoperability (RFA SECTION 3.1 E.ii – submitted as component of the Pre-Application) Projects aligning with industry best practices for interoperability will receive more points.

This sections appears to be tailored almost solely to electric road vehicle servicing stations, rendering it not applicable to a marine vessel charging application. We would like verification on how this category would be scored as this equates to 8% of the total points in the application. If a marine vessel charging application is deemed “Non-Applicable” to this category would it mean that the project would receive the full 25 points or no points at all in this category?

These questions will be evaluated as applicable. Each project will receive a score for the number of plugs across project sites. Projects that employ EVSE that does not collect payment will receive full points. Applicants with projects that employ EVSE that are otherwise exempt from certain application requirements due to their unique end uses are still expected to discuss how their proposed EVSE complies with industry best practices for interoperability, including evidence that indicates the technology is in early stages and will likely evolve in the future as updates are made. Commerce understands the quickly evolving markets for EVSE, particularly those in heavy-duty and off-road applications. Applicants should include information from the EVSE manufacturer or similar source that discusses the state of technology, particularly interoperability, if possible. If a reasonable effort produces no relevant information, applicants should state so.

Applicants should also note that, as stated in RFA SECTION 4.2 EVALUATION BREAKDOWN, Commerce will likely choose to evaluate projects within groups of similar projects. Doing so would facilitate evaluation and allow meaningful comparisons of benefits, costs and risks.

151. The application portal lists a deadline of 6/1/2020, but applications for Federally Recognized Tribal Governments aren't due until 7/30/2020. Will I run into any difficulties submitting my application after 6/1 if I am submitting on behalf of a Federally Recognized Tribal Government?

The 6/1/2020 deadline only applies to Local Government and Retail Electric Utility applicants, and we will adjust the deadline listed in the application portal once that deadline has passed so that Federally Recognized Tribal Governments do not encounter any issues with their application submissions.

152. Our team is interested in switching ownership over to our project partners/site hosts once the projects are installed if that is an option. I noticed in the Q&As (question 38) that applicants have to maintain ownership over the EVSE for the first 5 years before switching ownership over to site hosts. Is this correct? Is it possible to have the site host, not the primary applicant, own and maintain the charging from day 1? It would be great to know the flexibility of ownership that might be considered.

Our response to Q&A Question #38 does not explicitly state that the Applicant *must* maintain ownership of the EVSE for the initial five year operational window. It states that “Commerce’s standard procedure is that the primary applicant would have ownership of the assets. Other arrangements would have to be considered on a case by case basis.” Given the extremely wide range of possible projects, we are not able to make blanket statements or address all possible project ownership scenarios. If applicants have specific questions about specific ownership scenarios, we will do our best to address them, but all ownership arrangements will remain subject to contract negotiation.

153. If we submitted a letter of intent for a potential project, and then decide to change directions to focus on another effort for the grant is that allowed? Or would we have had to submit a letter of intent illustrating the project idea by the earlier deadline? Is there any wiggle room to change a project approach/topic once a letter of intent has been submitted?

Letters of Intent are non-binding. In developing their Application, Applicants are not required to keep to the same scope of work outlined in their Letter of Intent. Applicants may only submit one application corresponding to each eligible Letter of Intent.

154. We checked the box for "1:1 Match" in our LOI, but it turns out that our median household income is less than the amount required for "1:5 Match" (screenshot copied below). Can we change that request in the full application?

Letters of Intent are non-binding. In developing their Application, Applicants are not required to request the same match ratio as marked on their LOI.

155. I’m not sure the link in this email is correct. Should it be:
<https://www.commerce.wa.gov/growing-the-economy/energy/clean-energy-fund/electrification-of-transportation/> ?

That is the correct link to the program page for ETS program. Apologies for any confusion related to our inclusion of the incorrect email address in the 4/6 email update.

156. We submitted one LOI but have determined that we have multiple shovel-ready sites that span the "types" described in the grant (e.g. light-duty fleet, workplace charging, ROW charging, Multifamily, etc). The application narrative requires us to choose ONE type for the application. Can we submit another LOI to indicate that we'd like to apply for two grants? Or, do we need to limit our sites/locations to only one type? We would prefer to submit only one application, but we can't describe the best project if limited to only one type.

The LOI deadline for local governments and retail electric utilities has passed, and applicants of these types are no longer eligible to submit additional LOIs. Federally Recognized Tribal Governments are eligible to submit additional LOIs until the deadline listed in RFA SECTION 2.2 ESTIMATED SCHEDULE OF PROCUREMENT ACTIVITIES. Applicants may only submit one application for each eligible LOI submitted before their corresponding deadline.

Question #8 of the Pre-Application asks applicants to identify the *primary* project type. This question is for informational purposes so that Commerce can determine project groups for evaluation (as described in RFA SECTION 4.2 EVALUATION BREAKDOWN). Applicants are not required to limit their project to only one of these project types. In answering this question, Applicant should choose the answer which best represents their *primary* project type.

157. Metro is planning to use a design-build contracting method. My question is, if Metro goes through an eligible procurement process, includes federal and state language in the solicitation and contract, and signs the design-build contract in October 2020, would the construction phase be eligible for reimbursement from Commerce grant funds?

Please see RFA Section 2.2 ESTIMATED SCHEDULE OF PROCUREMENT ACTIVITIES, as well as our responses to Q&A Question #140 and #141.

158. In terms of reduced match eligibility option 1, Samish is located in an area where the median income is likely higher than the threshold. I wonder how else you could quantify our income. It so happens that we're in Anacortes and that area of the San Juan Islands but that does not translate to the Tribe having that sort of wealth. Are you only going to be using the census data or is there some other way of expressing that our income is significantly lower as a Tribe?

As with any single metric that could be used to make a determination about an important issue such as reduced match, the Median Income metric used for reduced match option 1 may not capture every scenario where there is a need for reduced match. The Environmental Health Disparities metric employed for reduced match option 2 incorporates a variety of metrics and operates at the more granular level of census tracts rather than municipalities. Regardless, we appreciate the feedback and will attempt to take it into consideration for future solicitations.

159. Can I get a copy of the presentation slides?

A copy of the powerpoint slides will be posted to the program website along with a recording of the pre-application conference itself.

160. Is shore power for oceangoing ships an eligible technology?

See Q&A Question #65 above. Shore power for oceangoing ships is eligible provided it meets all other minimum criteria. For example, ETS monies cannot go towards rolling stock, such as battery storage or other assets aboard the vessel itself.

161. I wanted to make sure that contracts signed prior to award letters going out are not ineligible for funding ("contracts" meaning contracts between the grantee and subcontractors for the project). Are contracts that are signed prior to award letters going out ineligible?

The RFA does not include any prohibitions of expenditures based on the date of execution of any subcontracts under a given grant award. It does address eligibility for reimbursement based on when project expenses are incurred, as discussed in our response to Q&A Question #140,

above. It is also worth noting that depending on the funding source that the grant is drawn from, there are a number of terms and conditions of the contract between Commerce and the Grantee that would need to be incorporated into the subcontracts – terms like Davis Bacon compliance and other terms. Please see the example contract included in the RFA for more information.

162. There is a requirement of a 5-year period. Can you elaborate on that? It is about the life of the equipment and not any agreement terms?

The requirement previously mentioned in our discussion of RFA SECTION 1.3 MINIMUM QUALIFICATIONS mentioned that project equipment have a lifespan of five years. There is also a requirement described in RFA SECTION 4.7B PROJECT REQUIREMENTS that projects have anticipated lifespan of 5+ years. This will be evaluated during the contracting phase, after award letters are sent out. Please also see Q&A Question #38, above, for more information on ownership and access requirements for this 5-year window.

163. It looks like the Pre-Application's Narrative Summary section is the best place to provide an introduction to and overview of the project, whereas the Application categories seem to presuppose some familiarity with the project. Is it correct to assume that the project description we provide in the Pre-Application Narrative Summary will be available and/or already familiar to reviewers who are judging the Application portion, assuming it advances past the Pre-Application stage? In other words, can we treat the Pre-Application Narrative Summary as complementary to the Application, or should the Application content be entirely agnostic to the content we provided in the Pre-Application?

Pre-Application materials will be made available to reviewers of the Full Application (for applications that are selected for Full Application review using the criteria outlined in the RFA). More detailed information about the project should be included in the Technical Description section of the Full Application, and it is generally to Applicants' advantage to ensure that each narrative section is readily understandable without extensive cross-referencing to other sections. It may also be beneficial for Applicants to familiarize themselves with the scoring criteria outlined in RFA SECTIONS 4.1-4.2, as these sections address the primary Pre-Application and Full Application questions that reviewers will use to determine scoring for each criterion.

Additionally, Applicants should note that reviewers will **not** have access to Full Applications during their review of the Pre-Application, so any information included in the Full Application materials will not be considered during the scoring of the Pre-Application.

164. I am wondering if I maybe put the project manager's email on the Letter of Intent rather than my own and they may have received emails about this that I have missed. Please add me to any communications regarding this grant.

Provided the requester's email was used to create the account in the ZoomGrants portal or the request comes from one of the contacts listed on the letter of intent or application materials, we

are happy to add additional contacts to updates regarding a particular application. All requests must be made in writing to the email address listed in RFA SECTION 2.1 RFA COORDINATOR.

165. Under the amount requested for the EV grant, do we put the total amount of the project, or just the amount of the funding requested from Commerce for their portion of the match? i.e the total cost for us is \$13105, but the eligible amount to receive from commerce for us would be 10,484.

Under the “Amount Requested” field under the Summary tab in the ZoomGrants Application portal, the Applicant should fill in the amount of grant funding they are requesting from Commerce. Question #14 of the Pre-Application allows the Applicant to fill in more information about match funding and total project costs.

166. Is there a new deadline to submitting the application as well?

The latest program timeline is in the updated RFA posted on the program website. As stated on Page 1 of the RFA, *If you download this RFA from the Department of Commerce website, you are responsible for regularly checking the Program Website listed in RFA SECTION 2.1 RFA COORDINATOR in order for your organization to receive any RFA amendments or Applicant questions/agency answers.*

167. Being that we are applying for the \$2.5 million grant amount with 1:1 match, we have several project sites that are part of our \$5 million total project. In reading the “ETS Project Site Information Template” instructions (below) and reviewing RFA Section 4.1 and 4.2, would you please clarify whether “all project sites” consists of the project sites to be funded with requested ETS grant monies and the project sites that fulfill the match requirement or just the former?

According to RFA SECTION 3.1 E.iii, “each individual street address corresponding to one or more EVSE installations represents a project site”. “All project sites” includes such sites regardless of whether they are funded by Commerce or Match funding, provided they are included under the Applicant’s proposal.

168. Understanding that there are character limits for most of the pre-application and application questions are we able to insert charts, maps, pictures, and/or spreadsheets, and if so, will they count against the character limit?

Applicants may include charts, maps, pictures, and/or spreadsheets if they deem appropriate, however they will count against character and/or page limits if submitted in response to specific application questions. Applicants should note the ZoomGrants only accepts unformatted text in responses submitted via the application’s text boxes. For help with formatting in such cases, please contact ZoomGrants support. Any additions of the types of content listed in the question to application attachments must follow prescribed formatting for attachments outlined in RFA SECTION 2.5 SUBMISSION OF APPLICATIONS.

The Applicant may upload additional attachments they feel are relevant to understanding the proposed project under the Attachments tab in the ZoomGrants application portal. COMMERCE may or may not review any such additional attachments, at COMMERCE's sole discretion. These optional attachments should not be vital to understanding the Applicant's application.

169. As a Canadian company, do you know if we are eligible to partner with Washington local governments, Tribal Governments, and retail electric utilities on applications?

Please see our response to Q&A Question #2, above. Primary eligible applicants may partner with other organizations on their applications, but successful applicants must still follow all applicable procurement requirements for publicly-funded projects. Grantees that receive federal funding will also have to comply with federal funding requirements, including compliance with Presidential Executive Order on Buy American and Hire American.

170. If PE is eligible, do you know the date for the next round of applications for local government or utilities?

There is currently an open solicitation for which Local Governments and Retail Electric Utilities are among the primary eligible applicants (along with Federally Recognized Tribal Governments), though the Letter of Intent deadline has passed for Local Governments and Retail Electric Utilities. See Q&A Question #120, above, with respect to future grant solicitations.

171. Would Commerce consider extending the deadline for all applicants to July 30th?

There are no current plans to further postpone application deadlines. While we understand that Local Governments, Retail Electric Utilities, and Federally Recognized Tribal Governments all have particular responsibilities in our collective response to the ongoing COVID-19 pandemic, we also recognize that the nature of this crisis will continue to evolve. Currently, all applicants have the same number of days to complete an application and any further deadline changes would push the timeline for awards out further. We hope to get awards out as quickly as possible to all applicants.

172. Under “ineligible, non-reimbursable expenditures” – the RFA includes “New paving and landscaping”. These two questions relate to that item. To clarify, does this mean that in areas where the applicant owns property but does not have any parking in that location, that the creation and paving of new parking spots for EV Parking only at the charger would not be eligible for reimbursement?

Yes. New paving is not eligible for reimbursement.

173. If this is the case, would it be allowable for us to include those costs in our budget, but separate them out to show that we will incur the cost ourselves without seeking match or reimbursement for those expenses?

The cost proposal is intended to only include eligible expenses (grant + match), and does not have a separate field to show eligible vs. ineligible costs. If the Applicant feels that sharing information about ineligible project costs is helpful in understanding their project, they may

include that information in an optional additional attachment. COMMERCE may or may not review any such additional attachments, at COMMERCE's sole discretion. These optional attachments should not be vital to understanding the Applicant's application.

174. Under “eligible expenses”, the RFA lists “Personnel costs for site design, site preparation, and installation”. Could you please clarify that a consultant or contractor selected via public selection/bid processes would be considered a “personnel cost” for this purpose?

A consultant or contractor selected via an appropriate procurement process for the purposes of site design, site preparation, and/or installation would be considered an eligible cost. All procurement processes must align with applicable funding requirements and laws. In filling out the Cost Proposal (See RFA SECTION 3.2 C), Applicants planning to utilize subcontractors or consultants should input those anticipated expenses under the “Contractors” and “Consultants” categories (as opposed to direct personnel costs, which would be entered under “Salaries”).

175. Can you please forward me the electrification grant pdf? The Tribes has the site blocked and I cannot access it.

Applicants that wish to access the program documents should find a way of accessing the [ETS webpage](#) if at all possible – we post regular updates to the Q&A document there, as well as any changes to the Request for Applications (RFA). We recognize that access to this website may not be possible in all cases, so other alternatives applicants may seek are a) the [WEBS portal](#), and b) requesting to sign up for the Clean Energy Fund email list. Neither of these solutions may get applicants access to all important program documents (such as the Q&A document, which is posted to the program website on a weekly basis), but they may give an indication of major changes to the RFA and/or updates concerning the program.

If Applicants are unable to access relevant resources, upon email request, we will send via email the most current version of a requested program document to an applicant. However, Applicants should note that they will still be considered solely responsible for keeping abreast of and securing any RFA amendments or updated Applicant questions/agency answers.

176. I write to ask for the appropriate contact information in order to send a Letter of Interest from the Samish Indian Nation to apply for the Electrification of Transportation Systems Program – Clean Energy Fund (CEF).

Please see the LOI submission instructions in RFA SECTION 2.4 LETTER OF INTENT REQUIRED. Letters of Intent must be submitted via the ZoomGrants portal under the “Attachments” tab, at the Application Portal Web Address listed in SECTION 2.1 RFA COORDINATOR. Applicants should use the Letter of Intent template available via the ZoomGrants portal (under the “Attachments” tab).

177. Our question to you, which is time sensitive and urgent, is whether the Town of Cathlamet may substitute for the Wahkiakum PUD in timely submittal of an ETS Grant application by the extended deadline of June 1, 2020.

Because both Wahkiakum PUD and the Town of Cathlamet are primary eligible applicants for the ETS program, and because Wahkiakum PUD and the Town of Cathlamet were named as collaborators in the eligible letter of intent submitted prior to the 3/5/2020 deadline for local governments and retail electric utilities, the Town of Cathlamet may act as the primary applicant on the corresponding application.

178. I have now created a zoomgrants account and attached the LOI as directed in the attachments tab. However, there are four tabs in the application: Summary, Pre-Application, Application Questions, and Attachments. I have found no guidance in the RFA about these tabs and the extent to which they ought to be completed in this initial phase. Can you please advise?

Please see our response to Q&A Question #97, above.

179. Our project is currently in a design phase, with major equipment technical specifications broadly developed and Requests for Information sent to vendors. Specific equipment selections have not yet been made, and correspondence with vendors may result in further (although more limited) design iterations. Broadly speaking, I'd call this system design rather than site design. Are such efforts, provided they are undertaken as part of an overall project of procuring and installing EVSE, under the umbrella of site design? If not, are they nevertheless eligible for ETS funding, or should our application simply discuss the planned design activities while reserving the funding request for the procurement and construction portion of the project scope?

For the purposes of the application, design iterations and consultation with vendors may generally be included under the umbrella of site design as long as it occurs during the performance period for the award. Final cost eligibility determination for awards will be made at the time of contracting, and successful applicants have no expectation that all costs described in their cost proposal will be funded. Applicants should also be sufficiently far along in the equipment selection process at the time of application submission to adequately complete the Technical Specifications attachment to the RFA (See RFA SECTION 3.1 E.ii), and in doing so, to address all minimum equipment requirements as outlined in RFA SECTION 1.3 MINIMUM QUALIFICATIONS.

180. I received the following reply from ZoomGrants regarding the IRS verification question I just forwarded to you. Would you recommend I include documentation verifying our IRS status and number as an attachment to our submittals?

Please see our response to Q&A Question #129, above.

181. Under 1.3 Minimum Qualifications for projects, requirement #4 states, "If there is a fee to charge, then credit, debit, and prepaid cards must be accepted via an on-site card reader." We have heard from multiple EVSE companies that they are moving away from

this offering, and that it will likely be phased out soon due to market behavior. If there is a phone number available on the charging station for users to call and pay by card, is this acceptable? Or does it have to be an on-site card swipe?

At a minimum, on-site card readers are required if there is a fee to charge. As stated in RFA SECTION 1.3, if there is a fee to charge, then credit, debit, and prepaid cards must be accepted via an onsite card reader. Any other form of payment is permitted in addition to this minimum. Multiple EVSE at one location can share a card reader.

182. Is there any chance that the deadline for applications will be extended again past the current June 1 deadline?

Please see our response to Q&A Question #171, above.

183. My project partner is curious if the expenses related to this infrastructure already in place could be used as match for the project.

According to RFA SECTION 1.4 FUNDING, “Match funds must be cash that is committed and available at the time of contract execution... Funds claimed as match must be eligible costs as described in SECTION 1.2, Objective and Scope of Work.”

184. Since our installation is for Public Transportation’s use (not for the public), our project wouldn’t meet the following qualifications: “The project must install a minimum of one, dual-plug connector EVSE, unless the Applicant can demonstrate no dual-plug EVSE is available that can serve the purpose of the project while meeting this requirement. COMMERCE will make the sole determination as to whether it meets the purpose of the project.” “EVSE hardware must be at least open charge point protocol (OCPP) 1.6 compliant, unless the Applicant can demonstrate no EVSE available can serve the purpose of the project while meeting this requirement.” On one hand, I assume our project is eligible, based on the email we received on March 16. But I thought it would be wise to confirm.

Letters of Intent submitted for this program are non-binding. Given the limited information that requested and the fact that project and funding information may change between Letter of Intent and Application, we do not intend to evaluate Letters of Intent against the criteria outlined in RFA Section 1.3 MINIMUM QUALIFICATIONS. Emails sent to Local Government and Retail Electric Utility Applicants who successfully submitted (a) Letter(s) of Intent prior to the March 5 deadline stated that the Applicant’s Letter(s) of Intent had been received and that they would be eligible to submit an application. Given that the applications had not yet been submitted or reviewed, the email did not include any communication as to whether the project would meet the minimum qualifications outlined in RFA SECTION 1.3 MINIMUM QUALIFICATIONS.

It is the Applicant’s responsibility to read and understand the RFA in its entirety, including all minimum qualifications and evaluation criteria. As stated in RFA SECTION 3.1 E.ii TECHNICAL SPECIFICATIONS, The Technical Specifications attachment should “Include a list of minimum technical specifications for the EVSE to be installed. At a minimum, please ensure these technical specifications align with relevant Applicant and equipment specifications outlined in SECTION 1.3 MINIMUM QUALIFICATIONS of the RFA (Including payment information). If the Applicant wishes to be deemed exempt from any of the following requirements as allowed in

SECTION 1.3 MINIMUM QUALIFICATIONS, please include a short justification demonstrating why no EVSE available can serve the purpose of the project while meeting this requirement:

a. Project requirement 1;

b. Equipment requirements 1, 8, 9.

• Note: If the Applicant's justification is deemed insufficient to qualify them from an exemption to minimum qualifications described in SECTION 1.3 MINIMUM QUALIFICATIONS, the application may be disqualified from consideration for a grant award."

185. Can costs paid by the applicant that fit within the overall scope of an EVSE project but occur before the awardee's contracting period with Commerce be counted toward the applicant's matching contribution? In other words, if an EVSE installation project is already underway, can the overall project scope be considered as a pool of eligible costs for the applicant's matching obligation, or must the applicant's match be made only using costs accrued during the 5/26/2021–5/25/2024 ETS grant contract time period provided in the RFA?

Please see our response to Q&A Question #183, above.

186. For instance, assuming a 1:5 match, per the Q&A question below that the minimum project cost would have to be \$30,000. What if total eligible project costs are slightly above \$30,000 but over the course of actually executing the project, less staff hours than projected are spent on the project and the total eligible costs drop below that \$30,000 threshold?

The minimum award size is a minimum for awards granted, and Commerce is unable to make awards below the \$25,000 threshold. Applicants should note that close scrutiny of project budgets is a regular part of the contracting process. Final cost eligibility determination for awards will be made at the time of contracting, and successful applicants have no expectation that all costs described in their cost proposal will be funded. After contract execution, a minimum match ratio will be in place for project reimbursements, and grantees will be obligated to provide match funding at the agreed upon ratio regardless of changes to total project costs. For instance, if a grant project with a minimum match of 1:5 with an initial project cost of \$30,000 had actual project costs of \$15,000, the grantee would still be responsible for providing \$2,500 of eligible match funding.

187. Is the Letter of Submittal and the Certifications and Assurances form one and the same? I'm struggling to find the Letter of Submittal if it is separate.

No. Guidance on what to include in the Letter of Submittal are contained in RFA SECTION 3.1 E.i LETTER OF SUBMITTAL. The Letter of Submittal and the Certifications and Assurances form (Exhibit A to the RFA) should be completed as per the instructions contained in RFA SECTION 3.1, compiled as a single attachment, and uploaded under the appropriate location in the Pre-Application section of the ZoomGrants Portal.

188. Can you please clarify what is included in a Letter of Submittal and whether there is a standard form that you would prefer? Or more precisely, what would Commerce like included in a Letter of Submittal?

Please see our response to Q&A Question #187, above. With regard to standard form for the Letter of Submittal, there is no standard form for the Letter of Submittal, but it should include all information and follow all instructions outlined in the RFA. There is a standard form for the Certification and Assurances form, which is attached as Exhibit A to the RFA.

189. I'm unsure how Commerce would define Administration and Indirect/Overhead. I am specifically curious where required distribution system/transformer upgrades should be listed? I currently have this cost in Indirect/Overhead but perhaps it belongs in Other?

Administration includes costs associated with organization-wide functions, but not associated with a particular program/project of the organization. These organization level functions include, but are not limited to: planning, budgeting and accounting, and establishment and direction of agency policies, goals, and objectives. Indirect/Overhead refers to any costs that are not associated with organization-level functions but are not direct project costs. These costs include but are not limited to program-level costs necessary to the completion of the project. Provided they are necessary for and directly connected to the acquisition and installation or upgrading of the EVSE, distribution system costs may be included under the Other category.

190. Seek clarification on the period from award to secure match funds and project schedule based on expected award date. The only such date I can find in the RFA is on Page 1, Estimate Time Period for Contract "5/26/2021 through 5/25/2024". Is 5/26/2021 the date for start of the 6 month period to secure match funds as stated in Sec. 1.4 Funding, matching requirements "Applicants have 6 months from award to finalize and secure match funds"?

As stated in RFA SECTION 1.4 FUNDING, Applicants have 6 months from award to finalize and secure match funds, and extensions may be granted on a case-by case basis. The phrase "from award" refers to the date when an award letter is sent to an Apparent Successful Grantee. Please see our response to Q&A Question #141 above, as well as RFA SECTION 2.2 ESTIMATED SCHEDULE OF PROCUREMENT ACTIVITIES for more information on the expected timing of award letters.

191. Is 5/26/2021 the "expected award date" as indicated Further in Sec. 3.2.A.iii Project Schedule it states "Project schedule should use calendar dates based on the expected award date".

The "expected award date" indicated in RFA SECTION 3.2 A.iii refers to the date when award letters are expected to be issued. Please see our response to Q&A Question #141 above, as well as RFA SECTION 2.2 ESTIMATED SCHEDULE OF PROCUREMENT ACTIVITIES for more information.

192. On the rural status of Anacortes, I know Skagit County is a non-entitlement county but Anacortes is entitled, so I'm trying to tell whether I put an "x" or not on the rural status. I don't think I do, I think they treat Anacortes as entitled, I just need to know if that's for sure.

Entitlement cities listed on the map linked in RFA SECTION 3.1 E.iii.d RURAL STATUS are considered entitlement areas for the purposes of this program. Applicants should only put an 'x' next to the sites in "Non-Entitlement" areas.

193. Per the RFA:

- i. The Letter of Submittal must be submitted as an attachment to the Pre-Application in the ZoomGrants platform. The Letter of Submittal is to include by attachment the following information about the Applicant and any proposed subcontractors:
 - a. Name, address, principal place of business, telephone number, and fax number/e-mail address of legal entity or individual with whom contract would be written.
 - b. Name, address, and telephone number of each principal officer (President, Vice President, Treasurer, Chairperson of the Board of Directors, etc.)
 - c. Legal status of the Applicant (sole proprietorship, partnership, corporation, etc.) and the year the entity was organized to do business as the entity now substantially exists.
 - d. Washington Uniform Business Identification (UBI) number issued by the state of Washington Department of Revenue. If the Applicant does not have a UBI number, the Applicant must state that it will become licensed in Washington within thirty (30) calendar days of being selected as the Apparently Successful Grantee.
 - e. Identify any state employees or former state employees employed or on the Applicant's governing board as of the date of the application. Include their position and responsibilities within the Applicant's organization. If following a review of this information, it is determined by COMMERCE that a conflict of interest exists, the Applicant may be disqualified from further consideration for the award of a contract.

My question is: the lead in sentence mentions needing the following information about both the Applicant and any proposed subcontractors. However, the majority of the language listed below that only references the Applicant. If PSE has a contractor/company identified for EVSE installation, does that mean that we need information on all points 'a' through 'e' for that contractor? If so, would there be two individuals signing for the Letter of Submittal? The representative from the Applicant who can attest to all this information as well as the representative from the contractor who could attest to the information for their firm?

If the Applicant has proposed subcontractors, they should include any information from list items a. through e. that can be applied to the subcontractor. There is no need for a signature from any proposed subcontractors – the Letter of Submittal must be signed and dated by a person authorized to legally bind the *Applicant* to a contractual relationship.

194. Our LOI was submitted on time through ZoomGrants by a staff member who is no longer assigned to work on the application. I have taken over as the grant writer and have completed the application on behalf of our jurisdiction. However, I created a new application tied to my ZoomGrants account. If I upload the previously-submitted LOI to my application form, will it still be considered “submitted” on time, or do I need to use the same application that originally contained the LOI?

Applicants should submit their Applications using the same ZoomGrants application that was used to submit their Letter of Intent prior to the Letter of Intent deadline. Commerce cannot guarantee that Applications submitted under a separate ZoomGrants application from the original Letter of Intent will be evaluated.

195. Can the organizational chart that is somewhat hard to do keeping single spaced 12 Arial font with the different blocks and lines of authority, can a different format be used like publisher be excepted?

The Organizational Chart must follow the formatting guidelines outlined in the RFA. There is no page limit to the Organizational Chart optional additional attachment to the Full Application. As stated in the instructions in the ZoomGrants application portal, only Word, PDF, and Excel formats will be accepted. Many word processing and design programs include the option to “Export” to or “Save As...” Word, PDF, and/or Excel formats.

196. Can the letter of submittal attachments be a different format using Ariel font but with different spacing, again done in Publisher?

The Letter of Submittal and all attachments must be submitted in 12 point, single space Arial font. As stated in the instructions in the ZoomGrants application portal, applicants should submit this attachment in PDF format. Many word processing and design programs include the option to “Export” to or “Save As...” PDF format.

197. What about the Technical Specifications attachment, they come from the EV charger company and don't follow the 12 Ariel font format your asking for. Can it be a different layout, different font etc.?

The Technical Specifications attachment has a page limit of 3 pages and must follow all formatting guidelines for Attachments outlined in the RFA. Applicants may copy/paste and/or transcribe technical specifications to achieve the specified format. Applicants may select a subset of the manufacturer’s technical specifications if necessary to fit the required format, provided they include: a) the information needed to assess the Application’s alignment with relevant Applicant and Equipment minimum qualifications outlined in RFA SECTION 1.3 MINIMUM QUALIFICATIONS, b) any justifications for requested exemptions from specified minimum qualifications as outlined in RFA SECTION 3.1 E.ii TECHNICAL SPECIFICATIONS, and c) any other minimum technical specifications necessary to understanding the Application.

198. If we have letters of support to attach to the application, how should we submit those?

No letters of support have been requested as part of this solicitation. If Applicants wish to include letters of support as part of their application, they may include them as optional

additional attachments. Please note that COMMERCE is under no obligation to review optional additional attachments.

199. In the Pre-Application section, questions 7 and 8, is there a distinction between "Public Charging" (Question #7) in connection with end users served versus "Right-of-Way Charging" (Question #8) representing the "primary project type"? Question: Are we correct in assuming these terms are one and the same, although "Public Charging" is a defined term in the RFA Definitions section and "Right-of-Way Charging" is not a defined term.

Please see our response to Q&A Questions #93, above.

200. In the case of our small, rural community, may we presume you are not requesting resumes of of the Town's Clerk-Treasurer and Town Council members? Our "application team" consists only of one Town Council member, a Clerk-Treasurer, and temporary assistance from outside consultants and the vendor (General Pacific) representing the manufacturer we have selected for the purchase of the ChargePoint unit. May we trust that, in order to fulfill the goals of the program related to deployment of EV charging units throughout the State, including in rural areas such as ours, we need not attach irrelevant credentials of Town Council members and staff, but instead may attach the credentials of our vendor, warranty of the Manufacturer (ChargePoint) and related specifics regarding the planned maintenance and oversight of the unit from outside third party contractors to meet RFA requirements?

The resumes requested under the "Attachments" tab of the Full Application (per RFA SECTION 3.2 D.ii STAFF RESUMES) are those of staff named under Full Application Question #12B (Corresponding to RFA SECTION 3.2 B.i.b). This question asks the Applicant to identify "Identify staff, including subcontractors, who will be assigned to the potential contract". Resumes should be provided for all named staff, including those of identified subcontractors. Additional credentials, warranty information, and maintenance plans may be included where relevant to other application questions, or if the information is not requested, as optional additional attachments. Please note that COMMERCE is under no obligation to review optional additional attachments.